

**MINUTES AND REPORT OF THE POLICY & MANAGEMENT COMMITTEE  
HELD ON 23 OCTOBER 2014**

\* Councillor Reynolds – Chairman  
\* Councillor A Bott – Vice Chairman

0	Councillor P Martin	*	Councillor R Gordon-Smith
*	Councillor Poulter	0	Councillor Thomson
*	Councillor Cosser	0	Councillor Wheatley
*	Councillor T Martin	*	Councillor C Gordon-Smith
*	Councillor Lister	*	Councillor Woodham
*	Councillor S Bott	*	Councillor Hunter
*	Councillor Noyce	*	Councillor Robinson
*	Councillor Thornton	0	Councillor Welland
*	Councillor Williams		

\* Present                      # Absent & no apology received                      0 Apology                      L Late

207. MINUTES

The Minutes of the meeting held on 11 September 2014, having been previously circulated, were signed by the Chairman as a true record.

208. PETITIONS/STATEMENTS/QUESTIONS FROM MEMBERS OF THE PUBLIC

Mr Patrick Haveron had requested, in accordance with Standing Order No 4, to ask a question of the committee. The Chairman elected to answer Mr Haveron's question at this point.

**Question:**

With the upcoming refurbishment of the Wilfrid Noyce Centre, what policy does the town council have towards council supported workshops, art space or start-up space?

**The Chairman provided the following answer:**

Godalming Town Council does not have a specific policy that deals with the provision of workshops, art space or start-up space. In relation to the Wilfrid Noyce Community Centre, local artists were offered space at the centre which at the time was not being utilised for other purposes with the hope at the time that these artists would be able to help nurture new talent through learning workshops at the centre.

This space was offered at a far greater subsidy than other users of the centre receive (every community, voluntary group, charity, educational, youth and elderly support group etc who use Godalming Community Centres receive some form of subsidy from the Town Council, which in 2013/14 was in the region of £55,000). Post refurbishment of the Wilfrid Noyce Centre, community groups etc will continue to receive the same level of subsidy as before, the difference being that the re-configured centre will be able to offer more flexible space in order to support more community groups.

The centre managers both at the Wilfrid Noyce & Broadwater Park Community Centres are happy to work with any group who wish to make use of the already subsidised spaces available at the centres. However, what the centre managers are not able to do is offer any one specific group of residents a greater degree of subsidised use than that already offered.

The chairman stated that he was glad that the council had been able to help support local artists following the closure of the old Fire Station site and stated that Mr William Bishop-

Stevens, one of the tenants offered temporary space by Godalming Town Council had commented “*Thank you and everyone else for renting me the space for my animation work, it has been invaluable. Thanks again for your support*”

Mr Angus Palmer had requested, in accordance with Standing Order No 4, to make a statement regarding Agenda Item 15 (the grant application from The Godalming Trust). The Chairman elected to take the statement at the relevant agenda item and moved that item forward

209. DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS

Councillor Reynolds declared a pecuniary interest in Agenda Item 8 (the Christmas Festival Budget) on the grounds that advertising money is spent with his business. Councillor Reynolds left the Chamber when that agenda item was discussed and Councillor A Bott chaired the meeting for that item.

Councillor R Gordon-Smith declared a non-pecuniary interest in Agenda Item 15 (the grant application from The Godalming Trust) on the grounds that he is on the committee of the trust. Councillor R Gordon-Smith remained in the Chamber when that agenda item was discussed.

Councillor Cosser declared a non-pecuniary interest in Agenda Item 15 (the grant application from Farncombe Youth Football Club) on the grounds that he is a life vice-president of Farncombe Youth Football Club. Councillor Cosser remained in the Chamber when that agenda item was discussed.

210. COMMITTEE WORK PROGRAMME

Members considered the draft work programme.

211. ACCOUNTS PAID SINCE LAST MEETING & SCHEDULE OF PAYMENTS

Godalming Town Council Accounts paid since the 31 July 2014	£52,522.73
Balance held in Current Account Balance at 11 September 2014	£28,470.94
Balance held in the Business Deposit Account Balance at 11 September 2014	£651,879.36

A schedule of the accounts paid was tabled for the information of Members. The vouchers relating to these payments were also tabled at the meeting for inspection. All payments made were in line with the agreed budget or other resolution of this Committee or Full Council.

212. RECORDING OF COUNCIL MEETINGS

Members noted the introduction of Statutory Instruments 2014 No. 2095, Local Government, England - The Openness of Local Government Bodies Regulations 2014 which was made on 5 August 2014 and came into force on 6 August 2014. These Regulations give greater rights to report at meetings of local government bodies by filming, photographing, audio-

recording or any other means to report the proceedings of an open meeting. Local people will be able to film, make audio-recordings and provide written commentaries during a meeting and provide oral commentaries outside the meeting, therefore allowing those who are unable to attend the meeting to follow the proceedings.

Members considered whether to record future council meetings utilising the existing equipment available in the council chamber in order to be able to respond to any misinterpretation of decisions or attempt to misinform. Members noted that a charge (cost as yet unknown) for the use of the equipment would be levied by Waverley Borough Council. Members decided that they would make a recommendation to Full Council that are normally open to members of the public, are audio recorded for the purpose of clarification of any perceived misinterpretation or published misinformation concerning the conduct or decisions of the council, its committees and sub-committees subject to the data capture, storage and use being compliant with the relevant Data Protection regulations. Members also stated that Full Council is to be informed of the charge to be levied.

213. CHRISTMAS FESTIVAL

Members approved the expenditure required to arrange the Christmas Festival as detailed in the Christmas Festival budget (copy attached to the record minutes)

214. ANCESTRAL TOURISM

Member noted that the implementation of this project is now complete with the exception that the GTC projects co-ordinator will remain engaged in order to verify and produce 'Godhelmian Certificates'.

215. TOWN TEAM PARTNERSHIP

Members noted the report on the progress of the projects agreed by the Town Team Partnership.

216. HELL DITCH FLOOD MITIGATION WORKS, ALLEVIATION OF SEWER FLOODING & GODALMING FLOOD FOURM

Members noted the report on the works which have been conducted in the area of Hell's Ditch and the Lammas Lands as part of the flood mitigation works and that approval had been given to the Environment Agency to install a non-intrusive hydrometric logger on the northern side of Hell Ditch by Catteshall Road Bridge which will enhance the early flood warning system. Members also approved, subject to any required planning consents, a request by Optimise (Water) LLP on behalf of Thames Water, to be allowed to install a control kiosk housing control systems required as part of flood alleviation works to help protect housing in the area from further sewer flooding.

217. FARNCOMBE INITIATIVE

Members noted the report and budget relating to the Farncombe Initiative, Members received a further update from Councillor Cosser.

218. ALLOTMENT FEES – FARNCOMBE & DISTRICT WORKINGMEN'S ALLOTMENT ASSOCIATION

Members agreed to extend the current lease of the Council's allotments to the Farncombe & District Workingmen's Allotment Association and to agree the rent charged to the allotment association for the next 3 years.

The table below gives the agreed increase for 2015/16, 2016/17 and 2017/18 based on a 5%pa increase.

Rental p.a. (Agreed by Minute 177-11)	Rental p.a. @5% increase	Rental p.a. @5% increase	Rental p.a. @ 5% increase
<b>Current year 2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>
£1,505	£1,580	£1,659	£1,742

219. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON GODALMING TRANSPORT GROUP (SCC)

Councillor Hunter stated that he had nothing to report, as there had been no meetings of the Godalming Transportation Task Group (SCC) since the last report.

220. APPLICATIONS FOR GRANT AID

Prior to considering this item, the Chairman informed Members that due to a previous grant applicant no longer proposing to conduct the project for which the grant was awarded the grant of £5,000 is being returned to the council. Members agreed that this sum should be added to this years grants budget thereby increasing the funds available for this meeting to £12,414.

Members considered four grant application and decided upon them as shown:

**Churches Together in Godalming & District** - £600 was provisionally awarded to assist with the costs of entertainment, refreshments and publicity including a PA system for Christmas Together in Godalming. The award was made provisional on Churches Together supplying a copy of their accounts as required by the grant application process. Subject to the inspection of the accounts by the Chairman and Vice-Chairman of this committee the grant will be awarded in full or in part as they consider appropriate. The Clerk is to inform the Secretary of Churches Together in Godalming.

**Farncombe Youth Football Club** - £4,000 was awarded to assist with funding for the repair of the Floodlights at Meads Park.

**Godalming Trust** - £1,000 was awarded to assist with funding of the Heritage Open Day programme).

**Waverley Hoppa Community Transport** - £5,000 was awarded to assist in providing an accessible door-to-door, non-emergency patient transport service for the residents of Godalming and the surrounding villages

221. DATE OF NEXT MEETING

The next meeting of the Policy & Management Committee is scheduled to be held on Thursday, 4 December 2014 at 7.15 pm in the Council Chamber or at the conclusion of the Planning & Environment Committee, whichever is the later.

222. ANNOUNCEMENTS

There were no announcements.

223. STAFFING MATTERS

Members received an oral report from the Chairman of the Staffing Sub-Committee confirming the appointment of Mr Peter Harris as the Sergeant-at-Mace, he will take up his first duty on Remembrance Sunday.

The Chairman also informed members that the Town Clerk would be returning to work shortly (initially on reduced hours) with the hope of being back full time in the New Year.