



Godalming

Town Council

**Annual Report
2016-17**

This version of the report is published by Godalming Town Council for the Annual Town Meeting 20 April 2017.

A second version including the Town Council's Accounts for 2016/17 will be published by September 2017.

Godalming Town Council.....

- Continues a Mayoral tradition dating back to 1575
- Has 20 elected Members
- Controls assets of £11.1 million
- Holds almost 50 council or committee meetings a year; all of which are open to the public
- Has a current staffing establishment of four full-time employees to fulfil the functions of: Town Clerk, Responsible Finance Officer, secretarial and administrative support to the Town Clerk & Mayor and the operation of the Town Council's community facilities and cemeteries, as well as undertaking community engagement, projects and safeguarding responsibilities. Additionally, the Council employs a part-time employee for weekend caretaking duties, plus it supports the honorary position of Sergeant-at-Mace who serves at civic events.
- Provides up to £55,000 a year funding to local organisations
- Manages four community spaces: the Old Town Hall (Pepperpot), the Wilfrid Noyce Centre, Broadwater Park Community Centre and the Godalming Bandstand
- Provides the land for over 200 allotments
- Together with Busbridge Parish Council owns and runs two cemeteries
- Provides an annual Firework event
- Provides Christmas Lights for the Godalming Town Centre and Farncombe Village Centre
- Runs the Spring and Christmas Festivals
- Supports the Chamber of Commerce in the running of the Summer Food Festival
- Facilitates eight Farmers' Markets per annum
- Is one of a diminishing number of councils in the UK still to require its councillors and staff to wear robes and regalia at council meetings and civic occasions
- Organises the Town's annual Remembrance Sunday Parade
- Nominates representatives to serve on about 18 local voluntary, public and community organisations
- Comments on around 400 planning applications each year
- Runs an annual Staycation week every August
- Facilitates the planning of numerous community events



It has been a very rewarding and humbling year serving as Mayor of Godalming. I should like to take this opportunity to say thank you to my fellow councillors for granting me the honour of serving as Mayor for the year 2016/2017.

Following on from the success of refurbishing the Wilfrid Noyce Centre, the residents of Godalming have been able to use the Centre for a multitude of different functions: weddings, concerts, plays to name but a few. Due to this success, the Council has decided it would like to go ahead with building the third hall; this will enable the Centre to cater to the needs of even more residents.

In June I attended a service at Guildford Cathedral to celebrate Her Majesty The Queen's 90th Birthday. Having been Mayor for just a year has made me appreciate just how hard The Queen works every day of her life.

August brought with it, the annual Staycation week, which featured so many different activities for people to do whilst holidaying at home. I visited as many different Staycation events that I could and was amazed at the diversity and enthusiasm shown by all the wonderful people that put on the extensive programme. One event particularly sticks in my mind: I visited Ladywell Convent for a Tour and Cream Tea, but also got the opportunity to watch an old Pathe Newsreel showing the nuns of yesteryear mixing cement in their long white habits for the building of the convent. Quite remarkable!

Another Staycation event that I enjoyed was the Churches Together Open Air Service held at the Bandstand; the weather was perfect and was very well attended. The beautiful surroundings made it very special.

In September I was able to visit our twin town, Mayen, for the celebration of the 750th anniversary of the signing of their charter. They hosted a four-day event in the town centre; attended by mayors from Germany, France and the Czech Republic as well as the UK. The camaraderie and friendliness of our hosts reassured me that, even with Brexit on the horizon, the relationship between Mayen and Godalming is still strong and I believe will remain so for many years to come.

I have enjoyed countless musical events held by all the various groups in the town from opera, choral, orchestral right through to Americana and stomped up pop. Godalming is well known for its annual Music Festival, which has been even bigger and better this year. So big in fact that it has had to use additional venues to accommodate everyone who wanted to take part.

I have enjoyed visiting many schools throughout my year and especially enjoyed seeing the children running the annual pancake races held in the centre of town on Shrove Tuesday – I even won my race!!

Throughout my mayoral year I have held a number of charity events, including a fashion show, quiz night, a musical band night and themed film night. It was great to see everyone who had dressed up as a T Bird or Pink Lady for the showing of Grease. I would like to take this opportunity of thanking everyone who has assisted with the organising of these functions, including Sainsbury's for allowing us to use their café for the fashion show, Simon Dodd, Quizmaster extraordinaire, The Nefarious Picaroons, Backwoods Creek and Jonas and Jane who were the bands that played at my Band Night, my son Jason who put the band night together, Michael O'Sullivan for arranging for us to be able to show the film Grease and everyone else who helped



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with the arrangements. The funds raised from these events will go to my nominated charity, Skillway.

Skillway was founded in 1997 to fill the gap where mainstream education was unable to provide for the complex needs of every young person being educated in a strict academic environment. Their work is continued today through their team of dedicated and highly experienced skilled craftsmen and women to inspire young people of both sexes to discover their true capabilities and to apply these in a disciplined but exciting workshop environment. I am pleased to announce that I have raised £5,029.39 this year, which I hope will assist Skillway in the wonderful work they do.

As is a constant stream through life in Godalming, the volunteers are ever present. These individuals who selflessly give up their time for the benefit of the community are the unsung heroes of our town. I express my gratitude and thanks to each and every one of them and am pleased to be able to publicly acknowledge a handful of deserving recipients with a Mayor's Volunteer Award for 2016/17.

My year as Mayor has been a whirlwind of sporting events, concerts, the performing arts and festivals; two of which are organised by the Town Council and have become permanent fixtures in the town's calendar of public events. The hard work that goes into organising any public event is no mean feat and I should like to thank all those that work behind the scenes to make our town the vibrant place it is to live; ranked number 6 in the country according to The Times newspaper.

I can honestly say I have enjoyed my year as Mayor and have been proud to be Godalming's First Citizen. Thank you.

Councillor David Hunter
Mayor of Godalming 2016/17



Photo by courtesy of Phil Kemp

GODALMING TEMPORARY FLOOD DEFENCES – MEADOW & CATTESHALL

For 2016/17 Godalming Town Council agreed that it had three priorities for the town:

- to support the development of services for young people;
- to enable all residents to share in the advantages of living here and
- to preserve the town's heritage.

Bearing these priorities in mind, here are some of the things that Godalming Town Council has achieved in the past year. We have:

- worked with the Round Table, 41 Club, Rotary Club of Godalming and the Godalming Woolsack Rotary Club to move the November Firework Celebrations into the Town Centre, which saw over 1000 people in the torch-lit procession through the town centre to join 1000s more on The Burys for a spectacular Musical Firework Display;
- supported numerous voluntary organisations in the town with grant aid totalling £51,440 (see the section on grants on page 10 of this report);
- continued the process of developing a Neighbourhood Plan for Godalming and Farncombe;
- worked with the Environment Agency and the Godalming & District Allotment Association to prepare Catteshall Road and Meadow Allotments for deployment of temporary flood defences, culminating with a successful test deployment of the defences on 5 April;
- worked, as a leading partner with the Environment and other agencies, to ensure Godalming will be the first community to benefit from the wider Wey Valley Flood Defence Programme;
- upgraded the Christmas Lights in both Farncombe Village and Godalming Town Centre;
- completed street scene enhancement works at the lower end of Church Street;
- launched a highly successful public subscription fund to create a single, permanent war memorial commemorating all those from the town who died during 20th century conflicts;
- continued to work with Waverley Borough Council, The Godalming Trust and the Godalming Museum Trust to support the town's cultural heritage;
- continued to support the work of the Farncombe Initiative.

Policy & Management Committee

What is it?

A Committee of 19 Councillors that deals with most of the Council's business, discusses Council policy and manages all the Council's assets – its finances, staff and properties.



Councillor Stefan Reynolds
Committee Chairman 2016/17

What has it done?

- Met eleven times
- Considered 24 grant applications and awarded £51,439.08 in grants to local organisations (see page 10 of this report)
- Successfully managed negotiations to welcome Cote Brassiere to 'The Square', a building owned by Godalming Town Council
- Worked in partnership with the Environment Agency and others on flood alleviation proposals for Godalming to ensure our community will be the first to benefit from new permanent flood defences along the river Wey
- Oversaw the launch of the Town Council's new website which went live on 20 July 2016
- Agreed to proceed with phase 2 of the Wilfrid Noyce Centre refurbishment programme

Planning & Environment Committee

What is it?

A Committee of 19 Councillors that looks at and makes comments on all Godalming planning applications. This Committee also considers issues relating to the local environment and infrastructure.



Councillor Andrew Bolton
Committee Chairman 2016/17

What has it done?

- Met 16 times (approx. every 3 weeks)
- Made comments to the Planning Authority (Waverley Borough Council) on 385 planning applications
- Supervised the process of developing a Neighbourhood Plan for Godalming.

Mayoralty Committee



What is it?

A Committee of six Councillors that considers and makes recommendations to the Full Council on the selection, appointment and protocols of the Mayor and Deputy Mayor.

Councillor Julie Noyce
Committee Chairman 2016/17

What has it done?

- Met once
- Nominated Councillor Simon Thornton as Mayor and Councillor Nick Williams as Deputy Mayor for 2017/18.

Audit Committee



What is it?

A Committee of five Councillors that considers the adequacy of the Council's risk management framework and the associated control environment and oversees the financial reporting process.

Councillor Simon Thornton
Committee Chairman 2016/17

What has it done?

- Met four times
- Reviewed financial controls and risks
- Supervised arrangements for the review of internal controls and Internal Audit

Staffing Sub Committee



What is it?

A Committee comprising of five Councillors that considers all matters relating to the appointment and management of Council staff and makes recommendations to the Policy & Management Committee.

Councillor Kirsty Walden
Sub Committee Chairman 2016/17

What has it done?

- Met seven times
- Reviewed the Staffing Appraisal System
- Reviewed Staff Training Policy



DEVELOPMENT OF NEW ASHES PLOTS – EASHING CEMETERY

Godalming Joint Burial Committee

What is it?



A committee with six Councillors from Godalming Town Council and two from Busbridge Parish Council charged with managing Godalming's two cemeteries – Nightingale Cemetery in Farncombe and Eashing Cemetery at Ockford Ridge.

Councillor Liz Wheatley
Committee Chairman 2016/17

What has it done?

- Met four times
- Interred 30 bodies and 13 sets of ashes
- Sold the exclusive rights of burial for 23 plots
- Completed the inspection and recording (including photographs) of 100% of the memorials within Eashing & Nightingale Cemeteries.
- Completed the re-roofing of Nightingale Cemetery Chapel Buildings and the 'Old Lodge Bath House'
- Conducted a tree safety audit of Eashing & Nightingale Cemeteries and conducted the necessary pollarding and other associated safety work
- Created a new area for the burial of cremated remains within Eashing Cemetery
- Conducted emergency drainage worked at Eashing Cemetery to prevent flooding to the cemetery entrance way
- Agreed to install grass bunds to prevent unauthorised vehicle movement on the grassed areas of Eashing Cemetery.

As stated earlier in the report, Godalming Town Council has supported a wide range of organisations in the town with grant aid totalling over £51,000. This is an important part of the Town Council's work recognising the huge contribution that these organisations make to the quality of life in our community.

In 2016/17 the largest of these grants was to the Waverley Citizens Advice Bureau (CAB) to ensure the continued provision of a CAB service in Godalming. This Council has provided a significant grant to the CAB for more than a decade. The Council has also continued to provide on-going support to Godalming Museum and Sport Godalming. A number of organisations were also given grant aid in the form of free use of one of the Town Council's buildings for meetings or to facilitate an event (those grants are included below and a cash value put on the grant so that the support is properly accounted for).

One-off grants in 2016/17 included payments to 1254 (Godalming) Squadron Air Training Corps to purchase archery equipment, Godalming & District Scout Canoe Club to help fund repairs to their canoe store, Roots for the Future for planting new trees at Aarons Hill and Northbourne, St Peter & St Paul Scout Group to repair the Roof of their HQ – an important community space within Charterhouse ward and Farncombe Day Centre for a much needed new kitchen facility.

Below is a full list of all grants made by Godalming Town Council in the financial year 2016/17.

Summary of Grants Awarded 2016/17	£
Godalming & Farncombe Bowling Club	500.00
Godalming Museum Trust	5,000.00
Skillway	1,500.00
St Peter & St Paul Scout Group	2,226.00
Friends of Broadwater Park (<i>Premises use Grant Aid</i>)	93.00
Godalming Trust (<i>Premises use Grant Aid</i>)	208.00
Godalming & District Community First Responders (<i>Premises use Grant Aid</i>)	126.00
Age Concern Farncombe (Farncombe Day Centre)	5,000.00
Citizens' Advice Waverley	28,000.00
Guildford & Godalming Croquet Club	1,000.00
Roots for the Future	1,015.00
SERFCA & Princess of Wales' Royal Regiment Museum Fund	250.00
The Cellar Café	825.00
Waverley Borough Council	300.00
Farncombe & District Allotment Association (<i>Premises use Grant Aid</i>)	21.00
Go Godalming Association (<i>Premises use Grant Aid</i>)	42.00
Churches Together in Godalming & District	650.00
The Eikon Charity	500.00
Godalming & District Scout Canoe Club	1,000.00
Godalming Trust	1,000.00
Revitalise Respite Holidays	500.00
Sport Godalming	1,000.00
1254 (Godalming) Squadron Air Training Corps	923.08
Kids Out/Rotary Club of Farnham	500.00
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	51,439.08

Full details of the Council's grants scheme can be obtained from the Town Clerk (contact details at the back of this report) or on our website - www.godalming-tc.gov.uk.



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Roots For The Future - Tree Planting



SS Peter & Paul Scout Hut Roof

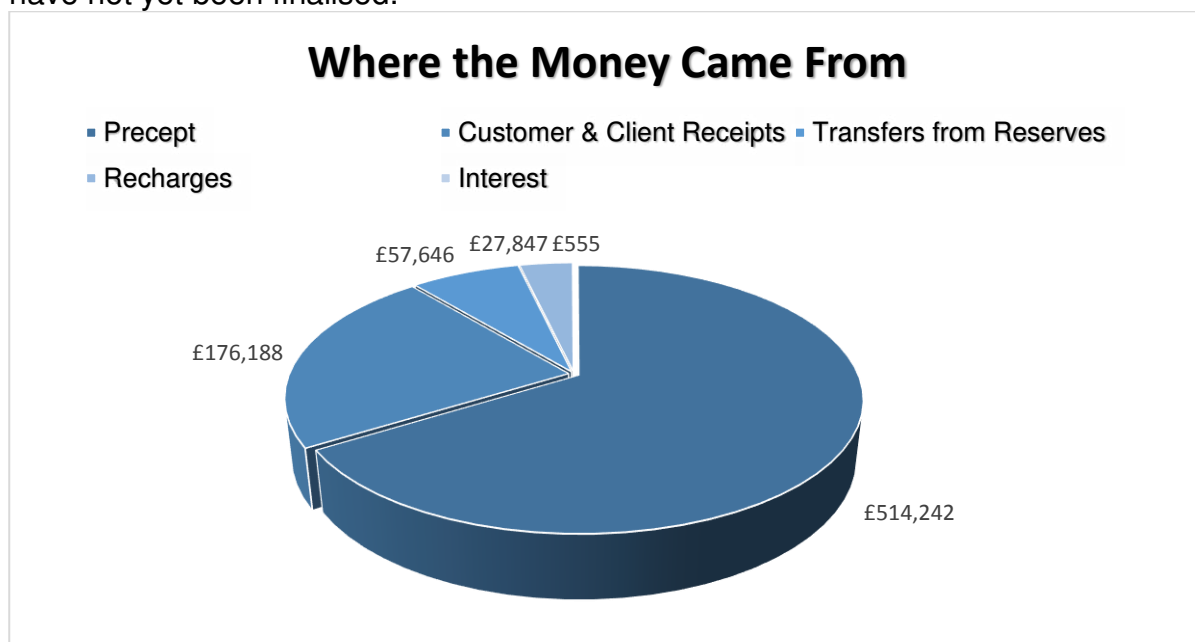


Farncombe Day Centre - Kitchen

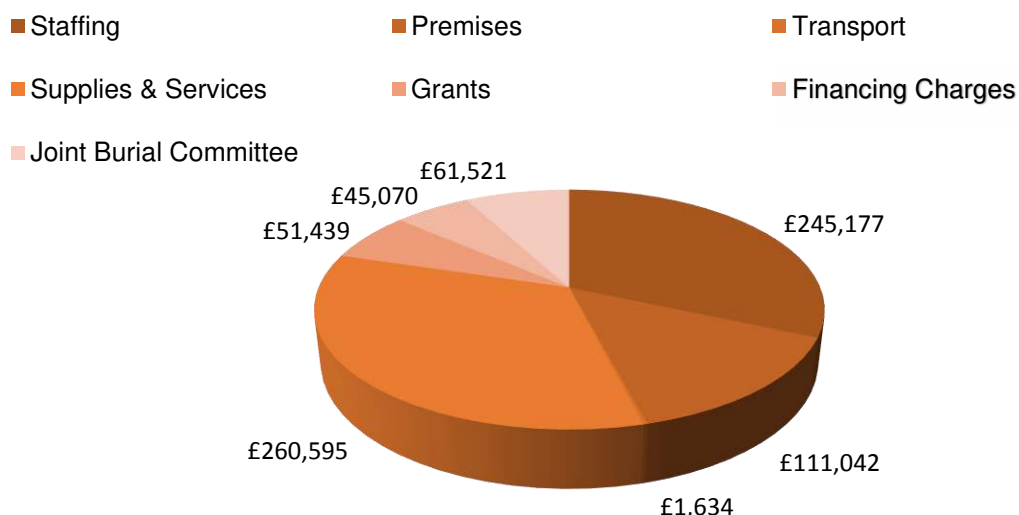
ANNUAL ACCOUNTS 2016/17

The Council's accounts are prepared in accordance with the Account & Audit Regulations 2015. They are subject to internal audit (by an independent auditor appointed by the Town Council) and to external audit (by a different independent auditor). Every year local government electors are given an opportunity to examine the Council's accounts and financial records and the accounts will be published on the Town Council's website.

Below is a summary of how the Council's budget (including overheads) was spent in 2016/17. Note that these figures are based on the most up to date actual figures available at the time of writing but that they may be subject to change because the 2016/17 accounts have not yet been finalised.



Where the Money Went



Godalming Town Council
Municipal Buildings
Bridge Street
Godalming
Surrey GU7 1HT

Tel: 01483 523575
Fax: 01483 523077
E-Mail: office@godalming-tc.gov.uk
Web: www.godalming-tc.gov.uk

Acting Town Clerk: Andy Jeffery

Your Town Councillors

BINSCOMBE WARD

Cllr MA Gray, 3 Netherwood Court, Filmer Grove, Godalming, GU7 3AF	01483 427159
*Cllr DM Hunter, 86 Furze Lane, Farncombe, Godalming, GU7 3NP	01483 421231
*Cllr JE Wheatley, 1 Sol-Y-Vista, Frith Hill Road, Godalming, GU7 2EF	01483 423492

CENTRAL & OCKFORD WARD

*Cllr AJC Bolton, 4 Huxley Close, Godalming, GU7 2AS	01483 429078
Cllr NC Pinches, 9 Hilltop Close, Guildford, GU3 3HR	01483 234253
*Cllr SD Thornton, 3 Bowling Green, Compton, Guildford, GU3 6JT	07887 407378
Cllr O Purkiss, 21 Overbrook, Godalming, GU7 1LX	07493 014625

CHARTERHOUSE WARD

⁰ Cllr SW Cosser, 3 Hillside Way, Godalming, GU7 2HN	01483 414035
*Cllr RA Gordon-Smith, 15 Nightingale Road, Godalming, GU7 3AG	01483 424483
Cllr JM Poulter, 27 Nightingale Road, Godalming, GU7 2HP	01483 417051
*Cllr SN Reynolds, Brooklands, Red House Lane, Elstead, GU8 6DR	01483 421601

FARNCOMBE & CATTESHALL WARD

Cllr JE Noyce, 19 Overbrook, Godalming, GU7 1LX	01483 429815
Cllr KA Walden, Flat 2, 42 Croft Road, Godalming, GU7 1DD	01483 374575
*Cllr RA Welland, 19 Elm Road, Farncombe, Godalming, GU7 3SW	01483 527445
*Cllr N Williams, 26 Town End Street, Godalming, GU7 1BH	01483 239997

HOLLOWAY WARD

Cllr AM Bott, Acorns, The Fairway, Godalming, GU7 1PG	01483 420014
Cllr SJ Bott, Acorns, The Fairway, Godalming, GU7 1PG	01483 420014
⁰ *Cllr PJ Martin, 18 Windy Wood, Godalming, GU7 1XX	01483 425644
*Cllr TE Martin, Tanglewood, Station Lane, Enton, Godalming, GU8 5AE	01483 527006

*Waverley Members

⁰Surrey County Council Members