

PARISH OF GODALMING

MINUTES OF A MEETING OF THE TOWN COUNCIL

OF THE PARISH OF GODALMING HELD IN THE GODALMING CHAMBER

ON THURSDAY, 14 SEPTEMBER 2017 AT 7.00 PM

*	The Town Mayor (Councillor Thornton)		
*	The Deputy Town Mayor (Councillor Williams)		
*	Councillor P Martin	*	Councillor RA Gordon-Smith
0	Councillor Poulter	*	Councillor Cosser
0	Councillor Wheatley	*	Councillor T Martin
*	Councillor A Bott	*	Councillor Hunter
*	Councillor Reynolds	*	Councillor S Bott
#	Councillor Noyce	L	Councillor Welland
*	Councillor Pinches	*	Councillor Bolton
*	Councillor Gray	L	Councillor Walden
L	Councillor Purkiss	*	Councillor Wainwright

* Present # Absent without apology 0 Apology for Absence L Late

181. MINUTES

The Minutes of the meeting of the Council held on 20 July 2017 were signed by the Mayor as a correct record.

182. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above.

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

No petitions/statements/questions had been received from members of the public in accordance with Standing Order No 4.

184. DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS

Members made no declarations of interest in relation to any item on the agenda for this meeting, which is required to be disclosed by the Localism Act 2011 and the Godalming Members' Code of Conduct.

185. OFFICIAL ANNOUNCEMENTS, LETTERS, ETC

There were none.

186. COMMITTEE REPORTS

The reports of the following Committees setting out decisions taken pursuant to delegated powers were RECEIVED

Audit Committee

There were no recommendations.

Policy & Management Committee

The Mayor agreed to the Policy & Management Committee's request to call an extraordinary Full Council meeting to be held in the Council Chamber at 8.00pm, or on conclusion of the preceding meeting of the Policy & Management Committee, whichever is later, on Thursday 5 October 2017 in order to consider the recommendations of the Policy & Management Committee relating to the work of the Resources Working Group.

Full Council considered the Service Level Agreement between Waverley Borough Council and Godalming Town Council for transfer of the management of Godalming Museum. Members RESOLVED that the Service Level Agreement be sealed by the Council's common seal in accordance with Standing Order 90. Members noted that the SLA will become null and void if the freehold transfer is not completed.

Full Council considered the Management Agreement between Godalming Town Council and Godalming Museum Trust for the operation of Godalming Museum. Members RESOLVED that the Management Agreement be sealed by the Council's common seal in accordance with Standing Order 90. Membered noted that the Management Agreement will come into effect on the successful conclusion of the transfer process.

Full Council RESOLVED that the legal documents associated with the Freehold Transfer of 107–109 High Street and 109a High Street, be sealed by the Council's common seal in accordance with Standing Order 90.

Full Council RESOLVED that the legal documents associated with the assignment to Godalming Town Council of the existing lease between Waverley Borough Council and Godalming Museum Trust for the property known as 109a High Street, be sealed by the Council's common seal in accordance with Standing Order 90.

Staffing Committee

Full Council Resolved to approve the recommendations of the Staffing Committee for measures associated with the transfer of Staff Members from the employ of Waverley Borough Council to Godalming Town Council as required by the Transfer of Undertakings (Protection of Employment) Regulations 2006 as amended by the Collective Redundancies and Transfer of Undertakings (Protection of Employment) (Amendment) Regulations 2014 (TUPE) as outlined below:

- a. Amendment of Salary payment date to bring in line with GTC payroll.
 - i. WBC will pay Salary up to 30 September 2017.
 - ii. It is proposed to conduct an additional salary payment run for TUPE staff on 15 October to ensure they are not disadvantaged and then a second salary payment run for 25 October.
 - iii. Thereafter the TUPE'd staff will align with the GTC standard payment date.

- b. Annual Leave Dates
 - i. WBC leave year runs 1 October to 30 September whereas GTC's runs 1 April to 31 March, therefore, as the transfer is planned for the first date of WBC's leave year the TUPE'd staff should have taken all their existing WBC leave entitlement.
 - ii. On transfer GTC will pro-rata leave for 1 October to 31 March.
 - iii. Thereafter the TUPE'd Staff will align with GTC leave year.
- c. Contract for the Volunteer Co-ordinator to be amended to become a permanent contract of employment.
- d. Place of Work will continue to be at Godalming Museum, 109a High Street, Godalming. However, museum staff will be expected to attend the offices of Godalming Town Council from time to time.
- e. Line management for the Curator will be the Town Clerk; the Curator will remain Line Manager for the Volunteer Co-ordinator."

187. TO RECEIVE MINUTES OF COMMITTEE MEETINGS

The reports of the following committees setting out decisions taken pursuant to delegated powers were RECEIVED:

	Meetings Dated
Audit Committee	27 July 2017
Policy & Management Committee	7 September 2017
Staffing Committee	27 July 2017 14 September 2017

188. GODALMING JOINT BURIAL COMMITTEE

The report of the meeting of the Joint Burial Committee held on 14 September 2017 was noted.

189. SEALING OF DOCUMENTS, ETC.

The following resolution was passed nem con.

THAT THE TOWN CLERK BE AUTHORISED TO SIGN OR WHERE APPROPRIATE, TO HAVE SEALED ON BEHALF OF THE TOWN COUNCIL ANY ORDERS, DEEDS OR DOCUMENTS NECESSARY TO GIVE EFFECT TO ANY OF THE MATTERS CONTAINED IN THE REPORTS RECEIVED AT THIS MEETING OR IN ANY RESOLUTION PASSED BY THE TOWN COUNCIL.

190. CITIZENS' ADVICE WAVERLEY

Members received a presentation from Mr Paul Rees, Chairman of Citizens' Advice Waverley and Mrs Fiona Dorman, Service Operations Manager, on the work of the Godalming branch.

The Mayor thanked Mr Rees and Mrs Dorman for their presentation.

191. STAYCATION 2017

Members received a presentation from Mrs Suzie Gortler, Project Co-ordinator of Godalming Town Council, on this year's successful Staycation.

The Mayor thanked Mrs Gortler for her dedication to Staycation and thanked all those who provided activities and support for this year's event.

192. DATE OF NEXT MEETING

An Extraordinary Meeting of the Full Council will be held in the Council Chamber on Thursday, 5 October 2017 at 8.00pm or at the conclusion of the preceding meeting of the Policy & Management Committee, whichever is the later.

193. ANNOUNCEMENTS

The Mayor invited Councillors and assembled guest to join him for refreshments in the Mayor's Parlour.