

**MINUTES AND REPORT OF THE POLICY & MANAGEMENT COMMITTEE  
HELD ON 23 JANUARY 2020**

\* Councillor Follows – Chair  
\* Councillor Williams – Vice Chair

<p>* Councillor Adam * Councillor Boyle * Councillor Crooks 0 Councillor Heagin * Councillor Martin * Councillor Purvis * Councillor Rosoman * Councillor Stubbs 0 Councillor Welland</p>	<p>* Councillor Ashworth 0 Councillor Cosser * Councillor Duce * Councillor Hullah * Councillor Neill * Councillor PS Rivers * Councillor Steel 0 Councillor Wardell</p>
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\* Present      # Absent & No Apology Received      0 Apology      L Late      ^ Council Duties

348. MINUTES

The Minutes of the meeting held on 28 November 2019, having been previously circulated were signed by the Chair as a true record.

349. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above.

350. DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS

Councillor Hullah declared a non-pecuniary interest in Agenda Item 10 on the grounds that she is a member of the Farncombe Initiative and remained in the Chamber when that item was debated.

Councillor Martin declared a disclosable pecuniary interest in Agenda Item 13 on the grounds that he is a recipient of a Surrey County Council pension and remained in the Chamber when that item was debated.

351. 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 5.

352. QUESTIONS BY MEMBERS

No questions from Councillors were submitted in accordance with Standing Order 6.

353. ACCOUNTS PAID SINCE LAST MEETING & SCHEDULE OF PAYMENTS

	£
Godalming Town Council	122,164.57
Accounts paid since the 29 November 2019	62,703.00
Receipts received since the 29 November 2019	
Balance held in HSBC Current Account	
Balance at 23 January 2020	32,666.98

Balance held in the HSBC Business Deposit Account Balance at 23 January 2020	604,429.19
CCLA Deposit Account Balance at 23 January 2020	50,000.00

A schedule of the accounts paid was tabled for the information of Members and a copy is attached to record minutes. 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.

Members agreed that the Chair should sign the schedule of accounts paid.

#### 354. BUDGET MONITORING

Members considered the budget monitoring report to 31 December 2019. The monitoring report shows a current variance of £30,138 underspend against budget.

All but the Staycation & Festivals variance are considered timing issues. In particular £22,000 of the underspend relates to our Christmas Lights where we have not received the final invoice – this impacts both the Wilfrid Noyce and the Christmas Lights cost centres. The £301 overspend was a late invoice from Canine Partners for its demonstration at Dogalming.

#### 355. COMMITTEE WORK PROGRAMME

Members considered the draft work programme and requested that the Council Programme 2019-2023 be added and reported against quarterly.

#### 356. APPLICATIONS FOR GRANT AID

##### Applications for General Grant Fund Support

##### Waverley Borough Council

£500 was granted to assist with the costs of running The Specsavers Surrey Youth Games.

#### 357. TELEPHONE KIOSK CONSULTATION

Members resolved to agree to support the adoption of telephone kiosks for community use and identified the following kiosks to be adopted:

- Spring Grove, Farncombe
- Charterhouse Arms, Charterhouse

Members noted that upon adoption, the cost of maintaining the kiosks would be the responsibility of the Council. No provision has been made in the 2020/21 budget for adoption, refurbishment or maintenance of telephone kiosks. Funding for initial refurbishment would need to be allocated from the Emerging Projects Fund, with future maintenance and upkeep costs being added to the Land and Other Property budget for 2021 onwards.

Members agreed that further consideration was required for the use of the kiosks. Additionally Members expressed a desire for the K6 red telephone kiosk in Crown Court, which was not subject to the current consultation, to be maintained. Options for the repair, maintenance and community use options to be brought to a future meeting.

358. REFURBISHMENT OF 107-109 HIGH STREET

Members wished to formally thank the Support Services Executive for the work she did on designing and organising the vinyls displayed in the windows of 107-109 High Street.

Members considered the report on Refurbishment Options for 107-109 High Street and resolved to approve the recommendation to Full Council that no tender be accepted and instead for the works be managed internally. Members further resolved to recommend that a budget of £80,000 be set using monies from the PWLB and the 107-109a High Street Reserve.

359. MAYOR'S EXPENSES

Members agreed to increase the Mayor's Expenses budget for the 2019/20 civic year by £1,500 and to create a new nominal code for the Mayor's Dinner for the 2020/21 financial year.

Members further agreed to retain the event name of the Mayor's Dinner, wishing invitations to be issued by the Mayor and for the Mayor to remain the host of the event.

360. PENSION REVALUATION AND SALARY REVIEW

Members noted the contents of a letter received from Surrey County Council's Strategic Finance Manager (Pensions) that with effect from 1 April 2020 the Town Council's employer's contribution rate to the LGPS will be 18.4%. Members further noted that the additional cost to the Council's employee budget in 2020/21 will be approximately £3,400.

Members also noted that The National Joint Council for Local Government Services (NJC) have not yet agreed new pay scales for 2020-2021, due to be implemented from 1 April 2020, which may also impact on the 2020/21 budget if higher than expected.

361. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON GO GODALMING ASSOCIATION

Members noted a report from Councillor Heagin on the Go Godalming Association, an organisation upon which Councillor Heagin represents the Town Council.

362. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON HOLLOWAY HILL SPORTS ASSOCIATION

Members noted a report from Councillor Martin on the Holloway Hill Sports Association, an organisation upon which Councillor Martin represents the Town Council.

363. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON GODALMING MUSEUM TRUST

Members noted a report from Councillor Purvis on the Godalming Museum Trust, an organisation upon which Councillor Purvis represents the Town Council.

364. COMMUNICATIONS ARISING FROM THIS MEETING

Members identified the following items from this meeting to be publicised and the type of publicity required:

- A Press Release on the grant given to Waverley Borough Council

365. DATE OF NEXT MEETING

The next meeting of the Policy & Management Committee is scheduled to be held on Thursday, 5 March 2020 at 7.15 pm in the Council Chamber.

366. ANNOUNCEMENTS

The Town Clerk announced that the organisers of the Godalming Run had agreed that no single use plastic water bottles were to be used on this year's event.