

## **GODALMING TOWN COUNCIL**

Tel: 01483 523575  
E-Mail: [office@godalming-tc.gov.uk](mailto:office@godalming-tc.gov.uk)  
Website: [www.godalming-tc.gov.uk](http://www.godalming-tc.gov.uk)

107-109 High Street  
Godalming  
Surrey  
GU7 1AQ

Sir/Madam

I HEREBY SUMMON YOU to attend the Full Council Meeting of the Godalming Town Council to be held in the Council Chamber, Waverley Borough Council, The Burys, Godalming on THURSDAY, 15 JULY 2021 at 7.15pm or at the conclusion of the preceding Environment & Planning Committee, whichever is later.

DATED this 9<sup>th</sup> day of July 2021.

Andy Jeffery  
Clerk to the Town Council

If you wish to speak at this meeting please contact Godalming Town Council on 01483 523575 or email [office@godalming-tc.gov.uk](mailto:office@godalming-tc.gov.uk)

**Where possible proceedings will be live streamed via the Town Council's Facebook page.** If you wish to watch the council meeting's proceedings, please go to Godalming Town Council's [Facebook](#) page.

The meeting will be preceded by prayer with the Mr Jim Bilton from the Guildford Christadelphians officiating – all who wish to participate in prayers are most welcome to do so; however, anyone not wishing to participate may leave the chamber or sit quietly for the short duration of the prayers. All individuals' decisions in this matter are respected.

### **AGENDA**

1. **MINUTES**

THE TOWN MAYOR to sign as a correct record the Minutes of the Meeting of the Council held on the 13 May 2021.

2. **APOLOGIES**

TO RECEIVE apologies for absence.

3. **DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS**

To receive from Members any declarations of interests in relation to any items included on the Agenda for this meeting required to be disclosed by the Localism Act 2011 and the Godalming Members' Code of Conduct.

4. **PETITIONS/STATEMENTS/QUESTIONS FROM MEMBERS OF THE PUBLIC**

THE TOWN MAYOR to invite members of the public to make representations, ask or answer questions and give evidence in respect of the business on the agenda or other matters not on the agenda. This forum to be conducted in accordance with Standing Order 5:

Members of the Public have the right to attend all meetings of the Town Council and its Committees and are welcome.

- a) The period of time designated for public participation at a meeting for a maximum of three minutes per person or 15 minutes overall, unless otherwise directed by the chairman of the meeting,
- b) A question shall not require a response at the meeting nor start a debate on the question. The chairman of the meeting may direct that a written or oral response be given. If a matter raised is one for Principle Councils or other authorities, the person making representations will be informed of the appropriate contact details.

5. QUESTIONS BY MEMBERS

To consider any questions from councillors in accordance with Standing Order 6.

6. RECEIPT OF OFFICIAL ANNOUNCEMENTS

To receive official letters, etc.

7. RECEIPT OF COMMITTEE CHAIRS' REPORTS

To receive Chairmen's reports of the Committees as under:

**Policy & Management Committee**

The Policy & Management Committee make the following recommendations to Full Council:

a) Full Council to resolve to re-adopt the following policy documents:

- [Complaints Procedure – How to Handle](#)
- [Complaints Procedure – How to Make](#)
- [Freedom of Information – Publication Scheme](#)
- [Safeguarding](#)
- [Statement of Staff Management](#)

b) Full Council to resolve that the new LGA model code of conduct be adopted without any local amendments.

**Staffing Committee**

Full Council to resolve to re-adopt the following policy document:

- [Absence & Sick Pay Policy](#)

8. RECEIPT OF COMMITTEE MINUTES

To receive the minutes of the undermentioned Committees:

	Meetings Dated
Audit Committee	29 April 2021 20 May 2021 1 July 2021
Environment & Planning	22 April 2021 20 May 2021 3 June 2021 24 June 2021
Policy & Management Committee	17 December 2021* 22 April 2021 20 May 2021

24 June 2021  
8 July 2021

Staffing Committee

20 May 2021  
1 July 2021

\*minutes not approved on subsequent Full Council meeting

9. GODALMING JOINT BURIAL COMMITTEE – REPORT

TO NOTE FOR INFORMATION the report of the Godalming Joint Burial Committee of its proceedings on the 27 May 2021.

10. YOUTH CONSULTATION OUTCOMES AND OPTIONS – ITEM FOR DECISION

**Recommendation: Members to consider the outcomes of the Youth Provision Consultation and associated report and to resolve to agree recommendations based on the outcomes of the consultation.**

In order that decisions, which may impact upon future budget requirements, can be considered in a timely manner, the outcomes of the consultation are being brought to this meeting. However, as the consultation does not conclude until 12 July, which is after the agenda is published, the analysis and supporting report will be distributed to Members and published on the Council's website as soon as possible after the 12 July and will be tabled at the meeting.

As, based on the consultation questions, a number of potential outcomes are possible, the supporting report considers various options and offers a range of recommendations. The option which the Chair will ask Members to consider at Full Council will be determined by the outcomes of the consultation.

11. WAVERLEY BOROUGH COUNCIL (WBC) CONSULTION ON FUTURE SLA – ITEM FOR DECISION

Waverley Borough Council is currently reviewing its funding priorities to voluntary organisations for 2022 onwards and has said it is keen to hear from town and parish councils as part of this process. This discretionary WBC funding is awarded to not-for-profit organisations delivering identified high priority services in partnership with WBC.

To assist this process WBC provided a short questionnaire to seek information about GTC Members' priorities for the local community, compared with the priorities WBC identified for the borough as a whole. Whilst WBC may not be able to fund services for each local community need, it is nevertheless keen to get a clearer overall picture of the types of services required.

To assist in this process, Members were emailed the questionnaire and requested to indicate their priorities with the aim of producing a majority view priority list for consideration by Full Council prior to submission to WBC on 16 July. The collective view priority order will be tabled at the meeting for the consideration of Members.

12. AUTHORISATION OF THE CLERK

TO AUTHORISE the Clerk 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 Council.

13. DATE OF NEXT MEETING

The date of the next Full Council meeting is scheduled to be held in the Council Chamber on Thursday, 23 September 2021 at 7.15pm or at the conclusion of the preceding Environment & Planning Committee, whichever is later.

14. ANNOUNCEMENTS

Brought forward by permission of the Chairman. Requests to be submitted prior to commencement of the meeting.

**GODALMING TOWN COUNCIL**

Disclosure by a Member<sup>1</sup> of a disclosable pecuniary interest or a non-pecuniary interest in a matter under consideration at a meeting (S.31 (4) Localism Act 2011 and the adopted Godalming Members' Code of Conduct).

As required by the Localism Act 2011 and the adopted Godalming Members' Code of Conduct, **I HEREBY DISCLOSE**, for the information of the authority that I have [a disclosable pecuniary interest]<sup>2</sup> [a non-pecuniary interest]<sup>3</sup> in the following matter:-

**COMMITTEE:**

**DATE:**

**NAME OF COUNCILLOR:** \_\_\_\_\_

Please use the form below to state in which agenda items you have an interest.

Agenda No.	Subject	Disclosable Pecuniary Interest	Non-Pecuniary Interest	Reason

**Signed** \_\_\_\_\_

**Dated** \_\_\_\_\_

<sup>1</sup> "Member" includes co-opted member, member of a committee, joint committee or sub-committee

<sup>2</sup> A disclosable pecuniary interest is defined by the Relevant Authorities (Disclosable Pecuniary Interests) regulations 2012/1464 and relate to employment, office, trade, profession or vocation, sponsorship, contracts, beneficial interests in land, licences to occupy land, corporate tenancies and securities

<sup>3</sup> A non-pecuniary interest is defined by Section 5 (4) of the Godalming Members' Code of Conduct.