

GODALMING TOWN COUNCIL

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6 January 2023

I HEREBY SUMMON YOU to attend the **POLICY & MANAGEMENT COMMITTEE** Meeting to be held in the Council Chamber, Waverley Borough Council, The Burys, Godalming on THURSDAY, 12 JANUARY 2023 at 7.15pm or at the conclusion of the preceding Environment & Planning Committee, whichever is later.

Andy Jeffery
Town Clerk

If you wish to speak at this meeting please contact Godalming Town Council on 01483 523575 or email 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.

Committee Members:	Councillor Follows – Chair
	Councillor Weightman – Vice Chair
Councillor Adam	Councillor Ashworth
Councillor Boyle	Councillor Cosser
Councillor Crooks	Councillor Duce
Councillor Heagin	Councillor Hullah
Councillor Kiehl	Councillor Martin
Councillor Neill	Councillor PMA Rivers
Councillor PS Rivers	Councillor Steel
Councillor Stubbs	Councillor Welland
Councillor Williams	

AGENDA

1. MINUTES

To approve as a correct record the minutes of the meeting held on the 24 November 2022, a copy of which has been circulated previously.

2. APOLOGIES FOR ABSENCE

3. DISCLOSABLE PECUNIARY INTERESTS AND OTHER REGISTERABLE 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 Chair 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:

- 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 chair of the meeting;
- a question shall not require a response at the meeting nor start a debate on the question. The chair of the meeting may direct that a written or oral response be given. If a matter raised is one for Principal 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. ACCOUNTS PAID SINCE LAST MEETING & SCHEDULE OF PAYMENTS

RFO to report on the accounts paid since the last meeting.

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

Members to agree that the Chair should sign the schedule of accounts paid.

7. MOTION ON NOTICE – ITEM FOR DECISION

Proposer: Councillor Follows

Seconder(s): Councillors Weightman, PMA Rivers and Ashworth

The Motion: A proposal for Godalming Town Council to support a new Charity Fireworks, Bonfire and Procession event in partnership with Guildford Rugby Club and in support of local charities and to agree the recommendations set out in the Motion.

Members will recall that the previous fireworks event hosted by the town, though popular, had become financially unsustainable and with diminishing added value to the town centre area of Godalming. The event, hosted on The Burys Field, also presented considerable logistical and financial risks due to its proximity to residential buildings and the town centre and a significant, direct staffing cost.

When the previous event was halted, Godalming Town Council indicated that the event could be considered again if a revised model for delivery could be found. Unfortunately, the pandemic and the need to refocus all available community support resources have delayed this process, but the time is now right to explore the issue more formally.

This proposal seeks to leverage a new partnership with Guildford Rugby Club to deliver not just a replacement fireworks event but a bonfire, torchlight procession and commercial event to Guildford Rugby Club (at Broadwater Park) and to the community of Farncombe more widely. In doing so, it also seeks to ensure that Farncombe hosts one of the more significant community events in the annual calendar going forward.

The new event also seeks to support local charities and incorporate the community and sustainability values established by this administration of the Town Council in its delivery. Delivery of a significant event in the area is also likely to reduce the number of at-home fireworks and reduce the risk of more widespread noise, disturbance, and other risks over the period.

Recommendations:

Godalming Town Council -

- a) supports in principle the new event and authorises the Town Clerk to work with Guildford Rugby Club and Waverley Borough Council to develop it into a fully costed event plan;
- b) requests that this fully costed event plan will come to Full Council as an item for the decision of Godalming Town Council at the earliest opportunity (16 February 2023);
- c) supports in principle to underwrite the cost of hosting the event based on cost recovery, with any profit going to local charities (formally subject to the decision of Full Council regarding a costed plan);
- d) seeks feedback and ideas from Councillors regarding the suggested charity partners; and
- e) nominates Cllrs Follows, Weightman and PMA Rivers as formal representatives of Godalming Town Council to any subsequent meetings with event stakeholders.

8. COMMITTEE WORK PROGRAMME

The Committee's work programme is attached for the information of Members.

9. APPLICATIONS FOR GRANT AID

Information:	£
22/2023 Grants Budget	60,000.00
Allocations this year to date	46,740.00
Balance available for allocation	13,260.00
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22/2023 General Grant Fund Allocation	17,000.00
Allocations this year to date	6000.00
General Grant Fund applications this meeting	0.00
Balance unallocated	11,000.00
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22/2023 SLA Fund Allocation	38,000.00
Allocations this year to date	38,000.00
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22/2023 Council Community Fund Allocation	5,000.00
Allocations this year to date	2,740.00
Council Community Fund applications this meeting (including Grant Aid in Kind)	1,285.00
Balance unallocated if applications agreed	975.00
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Total balance unallocated if applications agreed	<u>11,975.00</u>

Applications for Council Community Funding

Members to consider the following application for Council Community Fund grant aid – the summary of the application is given below.

Godalming Junior School

Sponsors: Cllr Penny Rivers, Cllr Follows

Background

Request for financial support from the Community Grant to support free school meal children to attend residential trips.

As Members are aware, school budgets are tighter than ever and though schools are allocated additional funding, this only goes so far. Members will also be aware, in most cases those children who qualify for free school meals (FSM) also have other, sometimes complex, needs. The additional funding received needs to be prioritised towards daily support and does not extend to funding these children on school trips. Arguably, these children are the ones that need these opportunities the most.

In recent years it has been even harder to secure additional funding and schools have seen grants cut meaning the capacity to support our most vulnerable children is even more difficult. Godalming Junior School very much believes that every child should be given the opportunity to attend residential school trips, which provides them with memorable experiences they can reflect back on fondly in future years. The school has moved trips to a different point in the year to reduce the overall cost to families and has avoided the use of coach transport where possible. The school is constantly having to be this innovative in order to stretch budgets as far as they can go. With ever-rising costs, this is an extremely difficult thing to achieve.

Application 1

Godalming Junior School is requesting £628 from the Community Grants Fund to support 4 FSM children, who are currently in year 5, to cover 1/3 of the cost of the UKSA trip (Isle of Wight) at an all-inclusive waterside activity centre between 18-22 September 2023. This equates to £157 per child (£628 in total). If approved, funding is ideally required by 21 July 2023, although the ability to confirm places earlier would be beneficial.

Application 2

Godalming Junior School is requesting £657 (£73 per child) from the Community Grants Fund to support 9 FSM children to attend the year 4 group residential trip to Sayer Croft Outdoor Learning Centre, Ewhurst, which would cover 1/3 of the cost. The trip dates are 19-21 June 2023 and, if approved, funding is required by 26 May 2023.

As these trips are after April 2023, if Members are minded to award a grant they may either make an award from the 2022/23 budget, defer consideration until after April 2023 or determine to approve an award in advance to be granted from the 2023/24 Community Fund Budget.

10. EVENTS PROGRAMME 2023/24 – ITEM FOR DECISION

Recommendation:

- a) **Members are requested to resolve to authorise GTC staff to work towards the delivery of the events indicated as GTC-led events.**
- b) **Members are requested to resolve to authorise GTC staff to support other town events in accordance with custom, practice and the Council's Community Events & Community Support Policy.**

As indicated by its [Community Events & Community Support Policy](#) Godalming Town Council recognises the importance of events within the community and is committed to their delivery, both directly and indirectly. Godalming Town Council's programme 2019-2023 and its Community Events & Community Support Policy, alongside its long experience in the delivery of community events, places GTC at the vanguard of promotion of 'place' and wellbeing for the residents of Godalming and Farncombe. The events calendar (attached for the information of Members) from the Community & Communications Officer sets out a proposed programme of events, which builds upon previously established and successful events and

includes a number of additional events that meet the aims of the Council's Programme 2019-2023.

The proposed programme, although achievable, is challenging for the available resource, in both staffing and financial terms. Members are requested to consider the programme and determine whether they wish GTC to undertake the delivery of those activities shown as GTC-led events

Although Members have previously agreed to support the King's Coronation Concert on Saturday, 6 May, and GTC is working with the Go Godalming Music in the Park organisers for events on Sunday, 7 May, at present activities for the public holiday announced for Monday, 8 May are still undecided; it is hoped that further ideas may come forward from community groups.

11. SOCIAL MEDIA BENCHMARKING – ITEM TO NOTE

Through its Communications Policy, Godalming Town Council has identified a need to utilise a communications culture that recognises the growing importance of digital channels to inform residents, partners and stakeholders who are seeking to find, as well as share news and information. The report below (attached for the information of Members) from the Community & Communications Officer provides Members with an indication of the range of GTC's digital communication engagement.

12. ALLOCATION OF 2023 GRANT FUNDING – ITEM FOR DECISION

Recommendation: Members are requested to resolve to agree the allocation of the Council's Grant funding between the Council's grant funds.

As set out in the Council's Grants Policy & Procedures document adopted in January 2022, Godalming Town Council allocates funds for the provision of council funded grants as part of the annual budget setting process. The policy requires that at the meeting of the Policy & Management Committee following the approval of the budget by Full Council, Members will apportion the grant funds to the differing schemes provided by the Council.

Full Council approved a total grant fund of £60,000.

Currently the Council has committed £41,500 under Service Level Agreements for 2023/24, therefore a balance of £18,500 is to be proportioned between The General Grants Fund, which is for one off projects in excess of £1,000 (or funding of less than £1,000 to any organisation operating outside of the Godalming parish area) and the Council Community Grant Fund which is for funding of up to £1,000 for applications with two Councillors acting as sponsors.

13. POLICY DOCUMENT REVIEW

Recommendation – Members to consider the adopted documents detailed below and, if appropriate, resolve to approve amendments for adoption by Full Council.

Members to note that if no amendments are recommended the existing document remains extant. Officers make no recommendations for amendment.

The current adopted documents published on the GTC website can be viewed using the hyperlinks below:

GCPR – [Removable Media Policy](#)

GDPR – [Subject Access Policy](#)

GDPR – [Privacy Notice – General](#)

- GDPR – [Privacy Notice – Staff & Councillors](#)
- GDPR – [Document Retention Policy](#)
- GDPR – [Information Data Protection Policy](#)

14. COMMUNITY STORE FIGURES – ITEM FOR NOTE

Although the Community Store is now a stand-a-lone independent charity, GTC continues to provide maintenance support and the store continues to operate from a building licensed to GTC from WBC.

The Community Store records users in terms of households, which can range from a grouping of related people to those in cohabiting relationships or houses of multi-occupancy. The make-up of a household is recorded in terms of the number of adults and children being supported, which is why usage of the Store is shown as days' worth of support.

26,971 days' worth of support was provided between 3 January and 23 December 2022. Use has remained high throughout the year. The amount of support required varies between households with a number of customers accessing on a fortnightly or monthly basis, meaning the weekly figures don't reflect the total customer base. The Store peaked mid-December with a total of 88 households (for comparison, there were 32 households on the books in December 2021). The store also gave out 84 festive hampers accompanied by nearly £6,000 of Sainsbury's vouchers for Christmas. From the end of October, the total number of households remaining on the Store's 'books' has been recorded.

When the figures for 2022 are added to the 49,798 days' worth of support provided in 2020 & 2021, the Community Store has provided a total **76,7695** days' worth of support to members of the community since it first opened in April 2020. It should be noted that these figures do not include 'light' support provided by the community basket (help-your-self trolley) located outside the Community Store during operating hours, nor the support provided by others within the community to alleviate food poverty.

Weekly figures for period from 3 January to 23 December 2022 are:

w/c	Days-worth of Support	No of Households	No of Adults	No of Children	Delivery	In-store	Emergency	One-off	New customers	Households with current referrals
03/01/22	497	31	42	29	7	24	3	3	3	
10/01/22	455	35	45	20	11	24	11	8	6	
17/01/22	560	35	48	32	11	24	4	4	2	
24/01/22	532	37	49	27	13	24	6	5	2	
31/01/22	413	30	39	20	8	22	5	3	5	
07/02/22	392	29	38	18	12	17	5	1	4	
14/02/22	469	31	45	22	9	22	3	2	2	
21/02/22	553	36	45	34	16	20	2	2	3	
28/02/22	546	37	51	27	11	26	5	5	4	
07/03/22	504	34	47	25	11	23	3	3	3	
14/03/22	455	34	49	16	6	28	7	4	4	
21/03/22	511	39	51	22	11	28	5	3	7	
28/03/22	490	35	46	24	9	26	6	3	7	
04/04/22	469	37	47	20	9	28	9	3	7	
11/04/22	476	35	43	25	6	29	3	3	4	
18/04/22	560	45	53	27	11	34	11	10	5	
25/04/22	518	38	49	25	9	29	5	6	7	

02/05/22	511	39	47	26	11	28	5	5	0	
09/05/22	441	35	41	22	14	21	2	2	4	
16/05/22	539	39	44	33	8	31	5	6	5	
23/05/22	413	33	40	19	8	25	2	3	2	
30/05/22	371	33	40	13	6	27	2	3	1	
06/06/22	469	34	48	19	11	23	3	3	1	
13/06/22	469	39	49	18	9	30	5	5	4	
20/06/22	504	35	50	22	11	24	2	2	3	
27/06/22	434	33	43	19	10	23	4	4	3	
04/07/22	553	35	50	29	9	26	3	5	4	
11/07/22	448	32	42	22	6	26	1	2	4	
18/07/22	518	30	44	30	6	24	3	3	2	
25/07/22	455	28	36	29	6	22	1	2	2	
01/08/22	553	33	46	33	7	26	1	1	4	
08/08/22	511	37	49	24	10	27	7	7	2	
15/08/22	511	34	44	29	7	27	2	2	4	
22/08/22	581	41	57	26	9	32	3	3	3	
29/08/22	574	39	49	33	7	32	5	3	2	
05/09/22	483	34	45	24	9	25	7	7	5	
12/09/22	658	41	54	40	10	31	7	4	6	
19/09/22	567	41	56	25	4	37	8	8	6	
26/09/22	574	40	49	33	8	32	4	3	1	
03/10/22	504	32	45	27	5	27	2	3	2	
10/10/22	630	41	55	35	11	30	6	3	4	
17/10/22	609	38	49	38	11	27	5	4	3	
24/10/22	448	34	45	19	6	28	5	2	4	68
31/10/22	630	38	54	36	6	32	5	5	3	64
07/11/22	490	35	46	24	10	25	2	2	0	69
14/11/22	588	35	50	34	9	26	3	3	3	67
21/11/22	581	38	49	34	12	26	3	3	2	67
28/11/22	672	38	58	38	6	32	4	3	3	68
05/12/22	637	40	57	34	12	28	4	3	5	77
12/12/22	1001	51	74	69	9	42	1	12	10	88
19/12/22	644	42	60	32	14	28	3	5	3	70
Total	26971	1845	2452	1401	467	1378	218	199	185	
Average	529	36	48	27	9	27	4	4	4	71

15. **ACTION TAKEN UNDER THE TOWN CLERK'S DELEGATED AUTHORITY – ITEM TO NOTE**

Members will be aware that Allegra Sirell has been operating KIT 4 KIDS since the beginning of Lockdown <https://www.kit4kids.org.uk> KIT 4 KIDS provides pre-loved, clothing for birth to 5 years old that has been donated by Members of the community, cleaned and ironed and ready for rehoming. Whilst this service was started during the challenges of the lockdown and pandemic, its importance to the community has been highlighted by the current cost of living crisis.

This initiative is 'homespun' which originally operated from a spare bedroom and garage, as it grew, WBC has assisted with storage facilities in the former GTC offices and a monthly 'pop-up' has been held at the Farncombe Cricket Club, on an appointment basis. These pop-ups have been an immense success. Unfortunately, for several reasons the Cricket Club is

unable to host these pop-ups during the first part of 2023. Additionally, the organisers feel that due to the current pressures faced by many in the community, they would ideally wish to set up their pop-up more frequently than the current once per month.

Having canvassed the leaders of all political parties before the Christmas shutdown, the Town Clerk has offered the use of the Oglethorpe Hall for holding 'pop-up' events. The cost for use of the facility to be taken from the existing grant aid budget in the same manner of other users of GTC community building who benefit from grant aid in kind.

16. SAFEGUARDING REPORT FOR THE QUARTER ENDED 30 JUNE 2022 – ITEM TO NOTE

There has been no safeguarding report during this period.

1 enhanced DBS check has been carried out by Godalming Town Council under the Surrey County Council DBS Checking system for a Youth Support Volunteer.

The Council's Designated Safeguarding Officer is scheduled to attend revalidation training prior to expiry of current certification.

17. EVENTS TASK & FINISH GROUP – ITEM FOR DECISION

Recommendation: Members to resolve to agree the appointment of those named below to form the Events Task & Finish Group

At the meeting of the Policy & Management Committee of 24 November 2022, Members agreed to the formation of an Events Task & Finish Group (Min No 394-22 refers) and sought volunteers from Members to sit on the group.

Cllr Kiehl and Cllr Adam have offered to sit on this group supported by the Community & Communications Officer and the Town Clerk.

The terms of reference for the Events Task & finish Group are as below:

- a. review the costs and revenue associated with each of the events in 2022 to understand where greatest financial and community benefit is created. This should include Staycation and Staycation Live, as well as the events within the Festivals and Markets section of the budget;
- b. make recommendations for future events, including specific targets for sponsorship and framework for measuring benefits;
- c. investigate the potential introduction of a BID for Godalming, as an opportunity to expand the range of events and the extent of financial contribution available; and
- d. consider if any revision is required to the Community Events Support Policy.

18. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON GODALMING CYCLE FORUM

Members are asked to note a report from Councillor Crooks on the Godalming Cycle Forum (report to be tabled) an organisation upon which Councillor Crooks represents the Town Council.

19. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON DISTRICT SCOUT COUNCIL

Members are asked to note a report from Councillor Crooks on the Godalming Scout Council (report to be tabled) an organisation upon which Councillor Crooks represents the Town Council.

20. COMMUNICATIONS ARISING FROM THIS MEETING

Members to identify which matters (if any), discussed at this meeting, are to be publicised.

21. DATE OF NEXT MEETING

The next meeting of the Policy & Management Committee is scheduled to be held in the Council Chamber on Thursday, 16 March 2023 at 7.15pm or at the conclusion of the preceding Environment & Planning Committee, whichever is later.

22. ANNOUNCEMENTS

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

8. POLICY & MANAGEMENT COMMITTEE – WORK PROGRAMME

TASK	WHO?	MINUTE REF	PROGRESS	REQUIREMENT	DUE DATE
COMMUNITY CENTRES – PERFORMANCE MONITORING	Town Clerk	46-16	On-going item for approximately quarterly reporting. To be transferred as a Performance Indicator	Quarterly	July 2022
CONDITION OF TREES IN THE TOWN COUNCIL'S OWNERSHIP	Town Clerk	414-16	Works to progress as agreed by Members (Min No 263-18). Full Survey conducted in Oct/November 2020, Maintenance programme now complete.	Biennially	Nov 2024
APPROVAL OF VARIABLE DIRECT DEBITS	RFO	40-19	Financial Regulations (6.6) require the approval of a use of variable direct debit shall be renewed by this Committee at least every two years.	Biennially	May 2024
ANNUAL SAFETY REPORT	Town Clerk	444-18	Health & Safety Policy requires an annual safety report to the Council	Annually	April 2023
GTC PROGRAMME 2019 – 2023	Town Clerk		Review of GTC Work Programme 2019 – 2023 Reviewed in September 2022	6 Monthly	March 2023
Transfer of Land Assets	Town Clerk	280-20	Members resolved to authorise the negotiation of the potential asset transfers. Request for Head of Terms with WBC.		October 2021

REPRESENTATION ON EXTERNAL BODIES REPORTS:			Required Date	Revised Date
Fairtrade Steering Group	Cllr Faraday	Report deferred until clarified if still required	26/05/22	
Godalming Park Run Group	Cllr Duce	Report provided	26/05/22	
Farncombe Day Centre	Cllr Hullah	Report provided	09/06/22	
St Marks CC Management Committee	Cllr Ashworth	Report provided	09/06/22	30/06/22
Godalming/Joigny Friendship Association	Town Mayor Cllr Boyle	Report provided	30/06/22	
Godalming/Mayen Association	Town Mayor Cllr PS Rivers	Report provided	30/06/22	14/07/22
Sport Godalming	Cllr Adam	Report provided	14/07/22	
Godalming & District Chamber of Commerce	Cllr Stubbs	Report provided	14/07/22	
Go-Godalming Association	Town Mayor Cllr Keihl	Report provided	01/09/22	
Godalming Museum Trust	Cllr Steel	Report provided	01/09/22	
Holloway Hill Sports Association	Cllr Martin	Report provided	13/10/22	
Waverley Citizens' Advice	Cllr Steel	Report not available	24/11/22	
SALC	Cllr Cosser	Report provided	24/11/22	
Godalming Cycle Forum	Cllr Crooks	Report expected 12 January 2023 – On this agenda	12/01/23	
District Scout Council	Cllr Crooks	Report expected 12 January 2023 – On this agenda	12/01/23	
Godalming Park Run Group	Cllr Duce	Report expected 16 March 2023	16/03/23	
Community Rail Partnership	Cllr Follows Cllr PMA Rivers	Report expected 16 March 2023	16/03/23	

Godalming Town Centre Area – Action Plan

Action 1	Planning	Progress
	Continue to provide an opportunity for the public to express their views on planning matters and to provide advocacy for the protection of the character and historic setting of the town centre area. Utilise GTC's social media to promote knowledge of how residents are able to express concerns to Members at meeting of the council or its committees.	Ongoing
Action 2	Article 4 Directive	
	Environment & Planning Committee to monitor planning schedules to ensure that any matter relating to Change of Use development within the Article 4 Direction Order area is subject to a planning application and to review all planning applications for development within the Article 4 Direction Order area.	Ongoing
Action 3	Wiggins Yard Environmental Improvement Scheme	
	To continue to explore options with WBC for the environmental improvement works to Wiggins Yard, bring forward proposals that are within the available S106 funding agreement and also provide the maximum benefit for residents. GTC to consider proposals and if approved, formally accept responsibility for the delivery of the project.	GTC Officers reviewed the Wiggins Yard Appraisal Report and responded to WBC on 22 Feb 2021. A number of issues were raised regarding costs v available funding v community benefit. WBC to take forward a number of legal considerations to progress project. Letter sent to WBC – Meeting with WBC Sept 2022- Project to be considered under the Godalming regeneration scheme
Action 4	Guildford to Godalming Greenway – Cross Godalming Section	
	When available bring the outcomes of the Design and Feasibility report to the Environment & Planning Committee and, if appropriate, support a bid for Strategic CIL funding.	On 6 April 2021, WBC awarded £200,000 Strategic CIL Funding to the Guildford to Godalming Greenway– Godalming Gateway. Outcomes of SCC consultation published.
Action 5	Current Pedestrianisation	
	Continue to implement the road traffic restrictions upon Godalming High Street to meet the requirements of the Temporary Road Traffic Order. Continue to be informed by Government Covid-19 regulations and social distancing protocols for the operation of the Traffic Order post 21 June 2021.	Completed

Action 6	Future Pedestrianisation	
Work with SCC Member for Godalming North to establish options for traffic reduction within the Godalming town centre area to improve walkability and bikeability, including traffic access and speed restrictions. To bring forward proposals for endorsement by GTC and subsequent submission to SCC.		SCC requested to take proposals forward Costs to be sought for working up a scheme for consideration by public consultation
Action 7	Crown Court Pedestrian Area	
Crown Court Working Group to consider options for improvements to the Crown Court pedestrian area and to seek the support of WBC for its implementation. To bring forward the preferred option for endorsement by GTC and, where required, Full Council approval for Neighbourhood CIL Funding.		Await outcomes of WBC options for The Burys area of Godalming, which may influence considerations for the Crown Court area. Options for Crown Court Public Toilets being investigated for the creation of gender neutral facilities.
Action 8	Community Events – The Green Environment	
Seek GTC approval to waive hire fee for the bandstand for use by organisations or groups providing free community events.		Action Complete
Action 9	Community Events – The Green Environment	
Investigate options and costing for the repair of the defective flood light column on The Burys Field.		Quotes to be obtained
Action 10	Community Events – The Green Environment	
Work with WBC to identify further opportunities for community and commercial events that provide a benefit, attraction or activity for residents.		Pride in Surrey – held 25 September 2021 Beer Festival September 2022
Action 11	Community Events – Town Centre Built Environment	
Continue to support and organise community events in line with GTC Community Events Policy and decisions of the Council.		Ongoing i.a.w GTC Community Events Policy and GTC Community Events Programme approved by P&M 17 December 2020 (Min No 275-20). Programme for 2023 on this agenda.
Action 12	Floral Godalming	
Continue to implement Floral Godalming, seeking opportunities for sponsorship and working with SCC for the expansion of the scheme to incorporate the main approach roundabouts and roadside barriers at the pedestrian refuges around the approaches to the town.		Floral Godalming 2022 progressing on an expanded footprint funded via the Welcome Back Fund.

Action 13	Floral Godalming	
Seek to develop options for community engagement and involvement with the future of Floral Godalming, including options for 'Godalming Growers'.		
Action 14	Signage, Rails, Bollards, Bells, Benches & Buildings	
<ul style="list-style-type: none"> • Conduct a full audit of street furniture • Implement a programme of repair and renovation during 2021 • Audit info-signage for accuracy • Work with other info-signage providers, including WBC, rail operators and the Community Rail Partnership to provide a co-ordinated approach to info-signage. 		<p>Repair of Town Centre street furniture carried out April–June 2021.</p> <p>Town centre cross over drains renovated March 2022.</p>
Action 15	The Pepperpot	
Bring forward plans for the exterior repair and repainting of The Pepperpot.		
Action 16	The Pepperpot	
GTC to investigate the installation of 'fixed' public seating and tables in the area around The Pepperpot.		Investigation indicated this proposed option not to be feasible - no future action
Action 17	Buildings of Local Merit	
GTC to champion a scheme for identification of Buildings of Local Merit and submit identified buildings for adoption by WBC.		
Action 18	Public Art	
GTC to 'champion' the establishment of an Art Forum within Godalming to provide a collective voice to seek opportunities to promote, display or perform art, including art within the public realm.		Cllr PMA Rivers initiated Art Forum.
Action 19	Regeneration and Supporting the Local Economy	
<p>Work with WBC Economic Development Team (EDT) to promote Godalming as a positive business location, seek feedback from the EDT to identify negative issues that are within GTC powers and identify the role that Godalming Town Council and Waverley Borough Council can play in:</p> <ul style="list-style-type: none"> - encouraging small, locally based businesses in order to create a circular economy, keeping money in the local economy and promoting locally sourced and sustainable goods and services; - encouraging businesses which will make Godalming an attractive town for people to visit and in which to spend time." 		GTC providing online footfall data for businesses to assess potential of Godalming as a business environment

Action 20	Business Improvement District	
Support Godalming & District Chamber of Commerce with information or resource in preparing a BID plan. Requests for significant staff resource or any financial support to be brought to Policy & Management Committee for consideration.		GTC agreed to provide funding and administrative support to a BID taskforce. Chamber of Commerce entering into an agreement with BID consultancy to support a Godalming based BID
Action 21	Devolution of Public Assets	
Report to Members on the progress of requested land transfers from WBC, Charterhouse Green and Lammas Land adjacent Meadow allotments.		GTC wrote to WBC December 2020, request acknowledged and within WBC work programme
Action 22	Devolution of Public Assets	
GTC to agree which assets it wishes WBC to devolve to the Town Council and formally request WBC to transfer those assets of local community value to the Town Council.		

Key Dates for Members' Information (Town Events etc.)

Event	Date
Pancake Races (School Hols 13-17 Feb 23)	Tuesday, 21 February 2023
Spring Festival – Spring into Godalming	Saturday, 1 April 2023
Annual Council/Mayor Making	Thursday, 18 May 2023
King's Coronation Concert	Saturday, 6 May 2023
Coronation Music in the Park Bandstand Concerts	Sunday, 7 May 2023
Godalming Run	TBC Sunday in May 2023
Town Show	Saturday, 3 June 2023
Summer Food Festival	Sunday, 2 July 2023 - TBC
Staycation	Saturday, 5-Sunday, 13 August 2023 - TBC
Godalming Green Gala	Saturday, 12 August 2023
Heritage Weekend	Saturday, 16-Sunday, 17 September 2023
Remembrance Sunday	Sunday, 12 November 2023
Christmas Festival & Lights Switch-On	Saturday, 25 November 2023
Farncombe Christmas Lights	Thursday, 30 November 2023 - TBC

Events in red are organised by Godalming Town Council

Calendar of Events in Godalming January-December 2023

										Key:	Organised by GTC	GTC Partnered Event	Independent Event	GTC Supported Event
Organiser	Event	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	
GTC	Weekly Friday Pop Up	7,14,21,28	3,10,17,24	3,10,17,24,31	7,14,21,28	5,12,19,26	2,9,16,23,30	7,14,21,28	4,11,18,25	18,15,22,29	6,13,20,27	3,10,17,24	1,8,15,22,29	
GTC	Mayor's Pancake Races		21											
GTC	Spring Festival				1									
GTC	Coronation Bank Holiday Family Fun Day tbc					8								
GTC	Floral Godalming (sponsorship ongoing)						w/c 26 judging tbc	w/c 10 judging tbc						
GTC	Staycation								5-13					
GTC	Godalming Green Gala								12					
GTC	Farncombe Street Market tbc									2				
GTC	Remembrance Service and Parade											11		
GTC	Godalming Christmas Festival & Lights Switch-on											25		
GTC	Farncombe Christmas Lights Switch-on												1	
King's Coronation Concert Organising Committee	King's Coronation Concert					6								
Chamber of Commerce	Food Festival							1 or 2 tbc						
Sport Godalming	Godalming Run					21								
Godalming Rugby Club	Fireworks											3		
SW Surrey Farmers' Market	Farmers/GTC Street Market		25	25	29	27	24	29	26	23	28			
Rotary in Godalming	Repair Café	28	26	25	29	27	24	29	26	23	28	30 (tbc)		
Godalming Film Society	Relaxed Screening (WNC)	14		18		20								
Churches Together	Easter Event				7 (tbc)									
Go Godalming Association	Music in the Park Coronation Special (Phillips Memorial Park)					7								
Go Godalming Association	Music in the Park Concerts					14,21,28	2,9,16,23,30	2,9,16,23,30	6,13,20,27	3,10,17 (Proms)				
Godalming Round Table	Town Show & Carnival						Sat 3			15,16,17				
A Touch of Musicality	Choir Festival (Phillips Memorial Park)						24							
TST	Staycation Live Festival								4,6,7					
Godalming Trust	Heritage Open Weekend									8,9,10				
Sport Godalming	Sport for all Awards											tbc		
Godalming Museum	Mini Christmas Fair												w/c 20	
Churches Together	Carol Service/Concert												9 (tbc)	
Rotary in Godalming	West End Concert		Sat 4											
Godalming Performing Arts Committee	Godalming Music Festival		14 Feb-19 Mar											
Go Godalming Association	Music in the Park Concerts					14,21,28	2,9,16,23,30	2,9,16,23,30	6,13,20,27	3,10,17 (Proms)				
Godalming Trust	Guided Town Walks					13 (tbc)	18 (tbc)	20 (tbc)						
St John's Church	St Johns Spring Fayre					20								
Surrey Beer Festival										15,16,17				

Possible Future Events

- Friday after work concerts tbc
- Street Market/Craft Market - Crown Court/Church Street either one off or regular basis i.e 1 per month, bi-monthly. Can be a mix of things.
- Godalming Ghost Walk tbc
- Godalming Shakespeare Walk tbc
- Busbridge Village Hall Volunteers' Fair tbc

11. SOCIAL MEDIA PLATFORM BENCHMARKING REPORT - 17 DECEMBER 2021-19 JULY 2022-14 DECEMBER 2022

PLATFORM	No's at 17 Dec 2021	No's at 19 Jul 2022	Percentage Growth from 17 Dec 2021 to 19 Jul 2022	No's at 14 Dec 2022	Percentage Growth from 19 Jul to 14 Dec 2022	Percentage Growth from 17 Dec 2021 to 14 Dec 2022
Instagram Followers	1398	1,503 (Bot purge 14 Jul)	+7.51%	1,599	+6.38%	+14.3%
Twitter Followers	228	455	+99.5%	504	+10.7%	+121%
GTC Facebook Likes	973	1,192	+22.5%	1,282	+7.5%	+31.75%
GTC Facebook Followers	1,145	1,429	+24.8%	1,548	+8.32%	+35.1%
WNC Facebook Likes	141	263	+86.5%	280	+6.4%	+98.5%
WNC Facebook Followers	153	308	+101.37%	325	+5.51%	+112.4%
Museum Facebook Likes	600	743	+23.8%	755	+1.61%	+25.8%
Museum Facebook Followers	696	881	26.8%	888	+0.079%	+27.5%

GODALMING TOWN COUNCIL

Disclosure by a Member¹ of a disclosable pecuniary interest or other registerable interest (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]² [a registerable interest (non-pecuniary interest)]³ 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 Interests	Other Registerable Interests (Non-Pecuniary Interests)	Reason

Signed _____

Dated _____

¹ "Member" includes co-opted member, member of a committee, joint committee or sub-committee

² 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

³ A registerable interest (non-pecuniary interest) is defined by Section 9 of the Godalming Members' Code of Conduct.