

**MINUTES AND REPORT OF THE POLICY & MANAGEMENT COMMITTEE  
HELD ON 23 MARCH 2023**

- \* Councillor Follows – Chair
- \* Councillor Weightman – Vice Chair

* Councillor Adam		Councillor Ashworth
* Councillor Boyle	0	Councillor Cosser
* Councillor Crooks	*	Councillor Duce
* Councillor Heagin	0	Councillor Hullah
* Councillor Kiehl	*	Councillor Martin
* Councillor Neill	L	Councillor PS Rivers
* Councillor PMA Rivers	*	Councillor Steel
* Councillor Stubbs	*	Councillor Welland
* Councillor Williams	#	

\* Present      # Absent & No Apology Received      0 Apology for Absence      L Late

550. MINUTES

The Minutes of the meeting held on 12 January 2023, having been previously circulated were signed by the Chair as a true record.

551. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above.

552. DISCLOSABLE PECUNIARY INTERESTS AND OTHER REGISTERABLE 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.

553. 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.

554. QUESTIONS BY MEMBERS

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

555. ACCOUNTS PAID SINCE LAST MEETING & SCHEDULE OF PAYMENTS

	£
Godalming Town Council	
Accounts paid since 13 January 2023	252,801.72
Receipts received since 13 January 2023	35,939.06
Balance held in HSBC Current Account	
Balance at 23 March 2023	37,875.05
Balance held in the HSBC Business Deposit Account	
Balance at 23 March 2023	703,206.01
CCLA Deposit Account	
Balance at 23 March 202	150,000.00

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.

556. BUDGET MONITORING

Members considered the budget monitoring report to 28 February 2023 and noted the current variance of £53,538 underspend against Revised Estimates. Items to note in the forecast:

Head Office Costs - £4k additional interest revenue, £8.5k lower staff costs as National Pay award less than budgeted, £2.2k Newsletter savings as moved to digital format, £1.5k recruitment costs not required.

Festivals & Markets - £3k additional revenue from donations and from Friday market proving popular, £1.5k savings in advertising as we move away from paper based towards more digital marketing.

Broadwater Youth Centre – The new youth service has attracted an amazing level of donations from individuals and community organisations. Grant funding for holiday programmes has also been secured.

Wilfrid Noyce Centre – we are now seeing casual weekend hires start to return to pre-lockdown levels which have resulted in above budget revenues.

Land & Property Other - £2k spent on shutter for Farncombe public conveniences which will eliminate the need to pay for opening service in the future.

557. COMMITTEE WORK PROGRAMME

Members considered the draft work programme and noted the progress therein.

558. APPLICATIONS FOR GRANT AID

**Applications for Council Community Funding**

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

ChoirBLAST

£1,000 was granted to support the staging of the Choirblast Festival on 24 June 2023 in Godalming. Members agreed to the virement of funds from the General Grants fund, which has a balance of £11,000, to support this application.

559. UK SHARED PROSPERITY FUND – FUNDING AGREEMENT FOR MOBILE OUTREACH YOUTH PROVISION

Members considered the UK Shared Prosperity Fund, Funding Agreement 1 April 2022, to 31 March 2025 between Waverley Borough Council and Godalming Town Council and authorised the Town Clerk to sign the agreement on behalf of Godalming Town Council.

560. APPRENTICESHIP – USE OF DELEGATED AUTHORITY

Members noted the use of delegated authority by the Town Clerk in accepting funding to support an apprenticeship for the Godalming Youth Service. The Chair of Staffing Committee

and the Chair of Policy & Management were consulted prior to the decision to use delegated authority, and both supported its use.

561. CORONATION OF KING CHARLES III – 6 MAY 2023

In support of the Coronation Members approved the following actions:

- a. a letter of congratulations to be sent by the Mayor on behalf of residents and the Council; and
- b. funding of £5,000 from the emerging projects fund to support the decoration of the town and its approaches and associated costs in marking the Coronation.

562. POLICY DOCUMENT REVIEW

Members reviewed the policy documents listed below and resolved to recommend for adoption by Full Council.

- Safeguarding Policy – Youth
- Whistleblowing Policy

563. TREE REPLACEMENT STRATEGY – EASHING AND NIGHTINGALE CEMETERIES

Whilst both Eashing and Nightingale have an existing tree scape, they are relatively biodiversity poor. Nightingale Cemetery is currently overplanted with Irish Yew and Eashing Cemetery tree stock is aging with more of the existing stock lost each year. Whilst this has in the past been managed in an ad hoc, as and when needed basis, grounds staff wish to have a clear agreed strategy to work with. To this end a specialist tree planting scheme design consultancy was engaged to identify a planting scheme with the brief to improve both the biodiversity and aesthetics of the cemeteries.

**Eashing Cemetery:** Locations have been identified where new trees could be planted. Within the scheme there is a wider scope for planting and mixing tree stock from a palette of 8 trees, with the only location specified being the crescent shape behind the chapel, which is to be planted with ornamental pears due to their size and (as the name suggests) ornamental aesthetic value. 19 trees to be removed, replaced by up to 128 new tree stock, plus the 60 trees already or planned to be planted as part of the Community Orchard.

**Nightingale:** It is proposed that about 40 of the Irish Yews (the small yews in the middle of the cemetery) are removed, thinning the number of yews by about 66%. These are to be replaced with approximately 20 trees to be selected from the tree palette. There is also scope on the site (G6 & G7) to plant more trees, this should be about 25 trees, making up for the loss of the Irish Yews. We propose that the Irish Yews are removed over a 5-year period, and the replacement trees replanted within 1 growing season.

Members are resolved to approve the tree replacement strategies for Nightingale and Eashing Cemeteries. Works to be funded from within the cemetery's grounds maintenance and revenue budget.

564. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON THE COMMUNITY RAIL PARTNERSHIP

Members noted a report from the Town Clerk on the Community Rail Partnership. This is the last report due to the dissolution of the Partnership which has now merged with East Hampshire Community Rail Partnership to form a new partnership covering an area from Farncombe to Portsmouth Harbour.

565. COMMUNICATIONS ARISING FROM THIS MEETING

Members identified no items from this meeting to be publicised.

566. DATE OF NEXT MEETING

The next meeting of the Policy & Management Committee is scheduled to be held in the Council Chamber on Thursday, 20 April 2023 at 7.15pm or at the conclusion of the preceding Environment & Planning Committee, whichever is later.

567. ANNOUNCEMENTS

Members were reminded that the final Full Council of the current administration will take place on 27 April in the Borough Hall. Members were further informed that as is traditional on these occasions a group photograph of all Councillors will be taken for the Town Council records and archive.