

PARISH OF GODALMING

MINUTES OF A MEETING OF THE TOWN COUNCIL

OF THE PARISH OF GODALMING

HELD ON THURSDAY, 18 MAY 2023

- * Town Mayor (Mrs Faraday)
- * Deputy Town Mayor (Cllr Duce)

* Councillor Adam	* Councillor Martin
* Councillor Clayton	* Councillor PS Rivers
* Councillor Crooks	* Councillor PMA Rivers
* Councillor Crowe	0 Councillor Steel
* Councillor Downey	* Councillor Taylor
* Councillor Follows	* Councillor Thomson
0 Councillor Heagin	* Councillor Weightman
* Councillor Holliday	* Councillor Williams
* Councillor Kiehl	

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

1. ELECTION OF TOWN MAYOR

On the proposition of Councillor Follows, seconded by Councillor Weightman, Councillor Adam Duce was nominated to be elected as the Town Mayor; there being no other nominations it was resolved unanimously that Councillor Duce be elected Town Mayor for the local government year 2023/2024.

2. THE NEW TOWN MAYOR

After a short retirement to robe, the new Town Mayor, Councillor Duce returned to the Council Chamber and took the Chair.

3. DECLARATION OF ACCEPTANCE OF OFFICE

The Town Mayor made the Statutory Declaration of Acceptance of Office, returned thanks and announced The Dan Eley Foundation as the mayoral charity for the year.

4. THE CONSORT

Mr Daniel Banks was invested by the new Town Mayor with his Chain and Badge of Office as Consort to the Mayor.

5. VOTE OF THANKS TO RETIRING TOWN MAYOR

A vote of thanks to the retiring Town Mayor, Mrs Faraday, was made by Mr Rob Oulton, a Trustee of the What Next Climate Emergency Centres for Waverley.

6. PRESENTATION OF PAST MAYOR'S BADGE

Mrs Faraday was presented with her Past Mayor's Badge.

7. ELECTION OF DEPUTY MAYOR

On the proposition of Councillor Williams, seconded by Councillor Taylor, Councillor Paul Rivers was nominated to be elected as the Deputy Town Mayor; there being no other nominations it was resolved unanimously that Councillor Paul Rivers be appointed Deputy Town Mayor for the local government year 2023/2024. Councillor Paul Rivers, having accepted the nomination, was invested by the Town Mayor with his Chain and Badge of Office and made the Statutory Declaration of Acceptance of Office.

8. CONSORT TO THE DEPUTY MAYOR

Cllr Penelope Margaret Anne Rivers to be consort to the Deputy Mayor.

9. MINUTES

The Minutes of the meeting of the Council held on 27 April 2023 were signed by the Mayor as a correct record.

10. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above.

11. 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.

12. 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.

13. QUESTIONS BY MEMBERS

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

14. OFFICIAL ANNOUNCEMENTS, LETTERS, ETC

No Official Announcements, letters etc were received.

15. 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.

16. GENERAL POWER OF COMPETENCE

The following resolution was passed:

The Town Council resolves from 18 May 2023, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and

SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to adopt the General Power of Competence.

17. COMMITTEES OF THE COUNCIL

Members agreed the Council's existing committee structure as detailed in Standing Orders Chapter Fifteen.

- Policy & Management Committee
- Environment & Planning Committee
- Staffing Committee
- Audit Committee

18. MEMBERSHIP OF THE POLICY & MANAGEMENT COMMITTEE

Members noted that, in accordance with SO 107, all Councillors, with the exception of the Mayor, will serve as Members of the Policy & Management Committee.

19. MEMBERSHIP OF THE ENVIRONMENT & PLANNING COMMITTEE

Members noted that, in accordance with SO 108, all Councillors, with the exception of the Mayor, will serve as Members of the Environment & Planning Committee.

20. ELECTION OF MEMBERS TO THE STAFFING COMMITTEE

In accordance with SO 109, Members elected five of their number as Members of the Staffing Committee and noted that the sixth Member of the Staffing Committee will be the Chair of the Policy & Management Committee once elected by that committee.

Members elected to the Staffing Committee are as follows:

Councillor Downey
Councillor Heagin
Councillor Kiehl
Councillor Martin
Councillor Weightman
Chair of Policy & Management Committee (*ex officio*)

21. ELECTION OF MEMBERS TO THE AUDIT COMMITTEE

In accordance with SO 112, Members elected five of their number as Members of the Audit Committee.

Members elected to the Audit Committee are as follows:

Councillor Crooks
Councillor Holliday
Councillor Steel
Councillor Taylor
Councillor Thomson

22. APPOINTMENT OF THE LEADER/SPOKESPERSON OF THE COUNCIL

On the proposition of Councillor Penny Rivers, seconded by Councillor Weightman, Councillor Paul Follows was nominated to be elected as the Leader of the Council; there being no other

nominations it was resolved unanimously that Councillor Follows be appointed Leader of the Council for the Local Government year 2023/2024.

23. ELECTION OF REPRESENTATIVES TO OUTSIDE BODIES

After a number of agreed amendments, Members elected Town Council representatives to outside bodies as per the schedule (copy attached to record minutes).

24. NEIGHBOURHOOD COMMUNITY INFRASTRUCTURE LEVY (CIL) – APPLICATION VALIDATION

In accordance with the GTC Neighbourhood CIL policy, Members elected three of their number as members of the CIL Application Validation Panel and noted that the Town Clerk will also be a member of the panel.

Members elected to the CIL Application Validation Panel are as follows:

Councillor Adam
Councillor Crooks
Councillor Holliday

25. AUTHORISATION OF PAYMENTS

In accordance with Financial Regulation 6.8, Members elected six councillors, any two of which may authorise council payments.

Members elected to authorise council payments are as follows:

Councillor PS Rivers
Councillor PMA Rivers
Councillor Duce
Councillor Steel
Councillor Heagin
Councillor Thomson

26. SCHEDULE OF MEETINGS

Members approved the Schedule of Meetings of the Council and its Committees.

27. POLICY ADOPTION

Members resolved to agree to adopt the following documents:

Document Title	Review Date/Version	Web address
Standing Orders	27 April 2023	https://godalming-tc.gov.uk/wp-content/uploads/2023/05/Standing-Orders-Reviewed-27-April-2023-EV.pdf
Scheme of Delegation	27 April 2023	https://godalming-tc.gov.uk/wp-content/uploads/2023/04/Scheme-of-Delegation-Reviewed-27-April-2023.pdf
Financial Regulations	27 April 2023	https://godalming-tc.gov.uk/wp-content/uploads/2023/04/Financial-Regulations-Reviewed-27-April-2023.pdf

Treasury & Investment Policy	19 May 2022	https://godalming-tc.gov.uk/wp-content/uploads/2022/08/treasury-investment-policy-19-may-2022.pdf
Equality & Diversity Policy	1 April 2021	https://godalming-tc.gov.uk/wp-content/uploads/2022/05/equality-diversity-policy-1-april-2021-2.pdf
Health & Safety Policy	1 April 2021	https://godalming-tc.gov.uk/wp-content/uploads/2022/05/health-safety-policy-1-april-2021-3.pdf

Members also resolved that all previously adopted policies and procedures of the Council, not subject to statutory adoption at this meeting, shall remain extant until specifically reviewed by the appropriate committee and if necessary, re-adopted by Full Council. Additionally, Members resolved that following a review of an extant policy or procedure where the relevant committee makes no recommendations for the amendment of the policy or procedure, such policy or procedure shall retain its adopted status.

28 **SAFETY POLICY STATEMENT**

Members authorised the Mayor as Chair of the Council to sign Godalming Town Council's Safety Policy Statement (attached to record minutes).

29. **DATE OF NEXT MEETING**

The date of the next Full Council meeting is scheduled to be held on Thursday, 20 July 2023 at 6.30pm in the Council Chamber.

30. **ANNOUNCEMENTS**

The Town Clerk announced that the Town Mayor warmly invited all present to join him for a glass of wine in the Mayor's Parlour immediately after the meeting.

23. NOMINATIONS TO EXTERNAL BODIES 2023/24

<u>EXTERNAL BODY</u>	<u>REPRESENTATIVES 2023/24</u>
District Scout Council	Town Mayor (Ex Officio) Cllr Crooks
Fairtrade Steering Group	Cllr Clayton
Farncombe Day Centre	Cllr Crowe
Godalming & District Chamber of Commerce	Cllr Holliday
Godalming Cycle Forum	Cllr Crooks
Godalming/Joigny Friendship Association	Town Mayor (Ex Officio) Cllr PS Rivers
Godalming/Mayen Association	Town Mayor (Ex Officio) Cllr PMA Rivers
Godalming Museum Trust	Cllr Steel Cllr Weightman
Go-Godalming Association	Town Mayor (Ex Officio) Cllr TBC by P&M
Holloway Hill Sports Association	Cllr Heagin
St Mark's Community Centre Management Committee	Cllr Kielh
SALC	Cllr Heagin
Sport Godalming	Cllr Adam
Waverley Citizens Advice Bureau (observer)	Cllr Steel