

**MINUTES AND REPORT OF THE POLICY & MANAGEMENT COMMITTEE
HELD ON 7 SEPTEMBER 2023**

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

- | | |
|-----------------------|-------------------------|
| 0 Councillor Adam | * Councillor Martin |
| * Councillor Clayton | * Councillor PS Rivers |
| L Councillor Crooks | * Councillor PMA Rivers |
| * Councillor Crowe | * Councillor Steel |
| * Councillor Downey | * Councillor Taylor |
| * Councillor Heagin | 0 Councillor Thomson |
| * Councillor Holliday | * Councillor Williams |
| 0 Councillor Kiehl | |

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

217. MINUTES

The Minutes of the meeting held on 13 July 2023, having been previously circulated were signed by the Chair as a true record.

218. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above.

219. DISCLOSABLE PECUNIARY INTERESTS AND OTHER REGISTERABLE INTERESTS

Councillor Heagin declared an other registerable interest in Agenda Item 6 on the grounds that she volunteers with Citizens Advice and stayed in the Chamber when that agenda item was debated.

Councillor Follows declared an other registerable interest in Agenda Item 6 on the grounds that he is the Waverley Borough Council representative for Citizens Advice and stayed in the Chamber when that agenda item was debated.

Councillor Martin declared an other registerable interest in Agenda Item 7 on the grounds that he is a member of the St Peter & St Paul's Church and stayed in the Chamber when that agenda item was debated.

220. PETITIONS/STATEMENTS/QUESTIONS FROM MEMBERS OF THE PUBLIC

Helen Gregory from Farncombe Infants School spoke to Agenda Item 6, General Grant application.

221. QUESTIONS BY MEMBERS

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

222. SERVICE LEVEL AGREEMENTS 2024 ONWARDS

Members considered the report by Councillor Heagin (attached to record minutes) detailing who currently had SLA's, what reporting requirements they had and how the Council could proceed forward with the current round of applications. Members reconfirmed their commitment to the aims and activities of all four SLA applicants.

As The Wharf Nursery had met all previous reporting requirements and had reduced the amount requested, Cllr Heagin proposed (seconded by Cllr Penny Rivers) that their SLA application be considered at this meeting. Members unanimously agreed to award The Wharf Nursery an SLA for £3,000 per annum on the current terms.

For the remaining three applicants – Citizens Advice South West Surrey, Farncombe Day Centre and Waverley Hoppa Community Transport – Cllr Heagin proposed (seconded by Cllr Follows), that meetings be held with each applicant to determine the detail of the SLA reporting requirements. Members unanimously agreed the proposal.

Members further agreed the following Governance Path:

Week commencing 17 September – applicants informed of any in principle decision of the council, setting out any proposed ‘Heads of Terms’ outlining conditions and/or service delivery requirements of any proposed SLA. At this point the offer is made ‘without prejudice’ and may be subject to further discussions between the applicant and GTC and/or further decisions of the council.

Times and Dates to be confirmed – discussions between applicant and GTC’s SLA Task & Finish Group to agree final draft of SLA. (SLA T&FG Cllr Joan Heagin, Cllr Paul Follows & the RFO).

2 November 2023 – Final draft SLA to be presented to Policy & Management Committee at an extraordinary meeting.

14 December – SLA to be approved by the Full Council of Godalming Town Council.

Week Commencing 18 December – if SLA approved by Full Council arrangements to be made for signing of the agreement.

223. APPLICATIONS FOR GRANT AID

Applications for Council Community Funding

Members considered the following applications for Council Community Fund support – a summary of the applications is given below:

Farncombe Football Club

Sponsors: Cllr Penny Rivers, Cllr Janet Crowe

After Members debated this item, a recorded vote was taken (see below) with the resolution to award £700 to provide team kit for Farncombe Football Club being carried with 12 for and two against.

For	Councillor Clayton	Against	Councillor Martin
For	Councillor Crooks	For	Councillor PS Rivers
For	Councillor Crowe	For	Councillor PMA Rivers
For	Councillor Downey	For	Councillor Steel
For	Councillor Follows	For	Councillor Taylor
For	Councillor Heagin	For	Councillor Williams
Against	Councillor Holliday	For	Councillor Weightman

Godalming in Bloom

Sponsors: Cllr Janet Crowe

£500 was granted to support Godalming in Bloom 2024. Members approved the award stating that funding is to be allocated from the 2024 Community Grant funds.

Applications for General Grant Fund Support

Members considered the following applications for General Grant Fund support – a summary of the applications is given below.

Farncombe CofE Infant School

£7,500 was granted to fund significant improvements to the outdoor learning area of Farncombe Infants School.

The Meath

£7,500 was applied for to part-fund the refurbishment of The Meath to ensure it is fit for purpose to support on-site residents. Members wished the Town Clerk to write to the applicant to encourage this applicant to re-apply in 2024.

Ss Peter & Paul Parish Church

£18,000 was applied for to part-fund the installation of a new sound and vision system to make the building more accessible to community groups (as part of the Minster project). Members requested further information around the future planned involvement of the Minster with the town, and further information regarding the numbers of Godalming's residents who would benefit from the new sound equipment.

Surrey Drug & Alcohol Care

£3,500 was applied for to fund a telephone counselling service for clients living in Godalming which will offer free counselling sessions to those referred by SDAC helpline or via website, G P, alcohol liaison nurses in hospitals, or other agencies. Sessions offered to clients may be weekly, or as often as twice a day if a client is in crisis. The service also offers wellbeing check calls at weekends and follow up calls for up to a year after therapy has finished.

Members felt that as this application was akin to revenue support as opposed to a one-off capital activity this application would better fit into the SLA criteria and asked the Town Clerk to write to them to inform applicant.

224. ACCOUNTS PAID SINCE LAST MEETING & SCHEDULE OF PAYMENTS

	£
Godalming Town Council	
Accounts paid since the 14 th of July 2023	190,381.19
Receipts received since the 14 th of July 2023	56,143.47
Balance held in HSBC Current Account	
Balance at 7 September 2023	62,566.75
Balance held in the HSBC Business Deposit Account	
Balance at 7 September 2023	1,103,577.42
CCLA Deposit Account	
Balance at 7 September 2023	200,000.00

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.

225. BUDGET MONITORING

Members considered the budget monitoring report to 31 July 2023 and noted the current underspend to budget of £68,946 (report attached to record minutes).

226. COMMITTEE REPORTS AND KEY DATES

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

227. GTC DECARBONISATION PROGRAMME – REPLACEMENT OF DIESEL WORK VAN

In 2019, Godalming Town Council stated it wished the work vans used by the Council's maintenance team to be electric by the end of 2023. Members considered a report from the Town Clerk relating to options for a replacement vehicle to support the maintenance team and meet GTC's climate emergency commitments.

Members resolved to agree the purchase of an electric tipper at a cost up to £32,000 and the disposal of the Peugeot Partner. Members approved the virement of £32,000 from the EMR Land & Property to EMR Emerging Projects. The net cost of the purchase to be funded from the EMR Emerging Projects reserve.

228. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON ST MARKS COMMUNITY CENTRE COMMITTEE

Members noted a report from Councillor Kiehl on the St Marks Community Centre Committee an organisation upon which Councillor Kiehl represents the Town Council. Members were informed of the passing of Jackie Tickner who for many years had been a stalwart of St Marks. The Town Clerk informed Members that a card of condolence had been sent.

229. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES – REPORT ON GODALMING/JOIGNY FRIENDSHIP ASSOCIATION

Members noted a report from Councillor PS Rivers on the Godalming/Joigny Friendship Association an organisation upon which Councillor PS Rivers represents the Town Council. Having considered the report, Members resolved that due to the reduced activities of the association GTC would no longer appoint a representative to this organisation.

230. COMMUNICATIONS ARISING FROM THIS MEETING

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

- Grants
- Electric Vehicle

231. DATE OF NEXT MEETING

The next meeting of the Policy & Management Committee is scheduled to be held in the Council Chamber on Thursday, 12 October 2023 at 7.00pm or at the conclusion of the preceding Environment & Planning Committee, whichever is later.

232. ANNOUNCEMENTS

The Chair informed Members that due to the persistence of the Town Council's Community & Communications Officer in maintaining positive links with SWR and the Community Rail Partnership, the Town Council, as the Farncombe Station adopters, is to hold the inaugural Farncombe Village Market in the Railway Station Car Park on Saturday, 23 September 2023.

Members were informed that the Godalming Beer Festival will be taking place on The Bury's Field 15-17 September 2023.

Cllr Penny Rivers informed Members of the Mayor of Waverley's fundraising event on Friday, 6 October 2023.