

GODALMING TOWN COUNCIL

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Godalming
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9 August 2024

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, 15 AUGUST 2024 at 7.00pm or at the conclusion of the preceding Environment & Planning Committee meeting, whichever is later.

Andy Jeffery

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 YouTube page. If you wish to watch the council meeting's proceedings, please go to Godalming Town Council's [YouTube](#) page.

Committee Members:

Councillor Follows – Chair
Councillor Weightman – Vice Chair

Councillor Adam
Councillor Clayton
Councillor Crooks
Councillor Crowe
Councillor C Downey
Councillor S Downey
Councillor Duce
Councillor Heagin

Councillor Holliday
Councillor Kiehl
Councillor Martin
Councillor PMA Rivers
Councillor Steel
Councillor Thomson
Councillor Williams

AGENDA

1. MINUTES

To approve as a correct record the minutes of the meeting held on the 4 July 2024, 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 invoices relating to these payments are available in the Council's office 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. WAVERLEY'S STATEMENT OF GAMBLING POLICY – CONSULTATION

The Gambling Act 2003 requires Waverley to have a Statement of Gambling Policy, that it keeps under review, and that it must completely review within every three-year period. The current Waverley policy has been in place since January 2022 and has to be reviewed over the next few months. This will lead up to a new policy being in place by January 2025 for a further three-year period, unless amended earlier.

In the first instance, before the formal consultation began Waverley's Council Officers looked at the policy and made some minor changes to it. Waverley Borough Council is now formally seeking views on its Statement of Gambling Policy. The policy itself, as amended can be found on the Waverley website at [Waverley Borough Council - Current licensing consultations](#).

The consultation closes at midnight on 25 October 2024. Unless Members bring forward any specific comments on the proposed Statement of Gambling Policy, GTC will not make a formal response to the consultation. However, if any Member wishes to raise any comments that they feel should be endorsed by GTC, they are asked to forward them to the Town Clerk no later than Monday, 30 September for them to be brought to the next P&M Committee meeting for consideration by the committee.

All comments received by Waverley, will be placed before the relevant Licensing Committee and the Council for final consideration and approval, and it is intended that the policy as revised following the consultation will be in place by January 2025.

8. COMMITTEE REPORTS & KEY DATES

The Committee's reports' schedule and key dates programme is attached for the information of Members.

9. TOWN COUNCIL REPRESENTATION ON EXTERNAL BODIES

Members to provide an update on the external body to which they are a Town Council representative if an update is available.

SALC AGM & Conference

This year the SALC AGM & Conference will take place on Tuesday, 19 November at Silvermere Golf Club, Cobham from 10:30 until 15:30.

Further details can be found on the the SALC [website](#). As well as an opportunity to network with your colleagues, SALC has secured an interesting programme of speakers including Chris Borg, Policy Manager NALC; Carolyn McKenzie, Director of Environment Surrey County Council; Tim Wilcott, Digital Cabinet Office and Andrew Jeffrey, Town Clerk Godalming Town Council who will talk about the fantastic work Godalming Town Council has done with its Youth Services.

Members who wish to attend are requested to let the Support Services Executive know as soon as possible.

Members will wish to note that Cllr Heagin is a voting representative for GTC on SALC. The Town Clerk has been informed that due to the size of GTC, it may, if it so wishes nominate a second voting representative.

10. IS SURREY SAFE FOR WOMEN CONFERENCE – ITEM FOR DECISION

Members are requested to nominate a representative from Godalming Town Council to attend this event.

Surrey Hills Soroptimists, a charity organisation working to transform the lives of women and girls, is organising a conference at Broadwater Pavilion, Godalming on Wednesday, 20 November at 09.30-16.00 entitled “**Is Surrey Safe for Women**” bringing together decision-makers, officials and opinion-formers to shine a light on the topic of VAWG (violence against women and girls). The event is designed to offer tools and practical advice as well as insights to help ensure our towns and villages in Surrey are safe for women and girls to live, visit and work in.

Representatives from Surrey, Waverley, Guildford, Woking, Farnham and other Surrey councils are attending, along with the police and other NGOs and support groups, the organisers wish Godalming Town Council to also be represented.

Information on the event can be found at <https://sigbi.org/surrey-hills/is-surrey-safe-for-women-conference-2024/>

11. COMMUNICATIONS ARISING FROM THIS MEETING

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

12. DATE OF NEXT MEETING

The next meeting of the Policy & Management Committee is scheduled to be held in the Council Chamber on Thursday, 26 September 2024 at 7.00pm or at the conclusion of the preceding Environment & Planning Committee meeting, whichever is later.

13. ANNOUNCEMENTS

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

8. GTC REPRESENTATIVES ON EXTERNAL ORGANISATIONS & KEY DATES (TOWN EVENTS)

REPRESENTATION ON EXTERNAL BODIES	
External Organisation	TC Rep
Fairtrade Steering Group	Cllr Clayton
Farncombe Day Centre	Cllr Crowe
St Marks CC Management Committee	Cllr Kiehl
Godalming/Mayen Association	Town Mayor Cllr PMA Rivers
Sport Godalming	Cllr Adam
Godalming & District Chamber of Commerce	Cllr Holliday
Go-Godalming Association	Town Mayor Cllr Steel
Godalming Museum Trust	Cllr Steel Cllr Weightman
Holloway Hill Sports Association	Cllr Heagin
Citizens' Advice SW Surrey (observer)	Cllr Steel
SALC	Cllr Heagin
Godalming Cycle Forum	Cllr Crooks
District Scout Council	Cllr Crooks

KEY DATES FOR MEMBERS' INFORMATION (TOWN EVENTS ETC.)

Event	Date
Heritage Weekend	Saturday, 14-Sunday, 15 September 2024
Presentation of Honorary Freeman of the Town to Mr A Bott	Sunday, 22 September 2024
Town Fireworks	Friday, 1 November 2024
Remembrance Sunday	Sunday, 10 November 2024
Christmas Lights Switch-on	Sunday, 24 November 2024
Christmas Festival Market	Saturday, 30 November 2024
Farncombe Christmas Lights Switch-on	Friday, 6 December 2024
Farncombe Christmas Market	Saturday, 7 December 2024
2025	
Spring Festival	Saturday, 5 April 2025
Annual Council/Mayor Making	Thursday, 15 May 2025
Godalming Run	Sunday, 18 May 2025
Town Show	Saturday, 7 June 2025 - tbc
Summer Food Festival	Sunday, 6 July 2025
Staycation	Saturday, 2-Sunday, 10 August 2025
Heritage Weekend	Saturday, 13-Sunday, 14 September 2025 - tbc
Town Fireworks	Friday, 31 October 2025 - tbc
Remembrance Sunday	Sunday, 9 November 2025
Christmas Lights Switch-on	Sunday, 23 November 2025
Christmas Festival Market	Saturday, 29 November 2025
Farncombe Christmas Lights Switch-on	Friday, 5 December 2025
Farncombe Christmas Market	Saturday, 6 December 2025

Events in red are organised by or in partnership with Godalming Town Council

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.