

PARISH OF GODALMING

MINUTES OF A MEETING OF THE TOWN COUNCIL

OF THE PARISH OF GODALMING HELD

ON THURSDAY, 5 SEPTEMBER 2024

* Town Mayor (Cllr PS Rivers)
0 Deputy Town Mayor (Cllr Clayton)

#	Councillor Adam	*	Councillor Holliday
*	Councillor Crooks	0	Councillor Kiehl
*	Councillor Crowe	0	Councillor Martin
*	Councillor C Downey	*	Councillor PMA Rivers
0	Councillor S Downey	*	Councillor Steel
*	Councillor Duce	*	Councillor Thomson
0	Councillor Follows	*	Councillor Weightman
*	Councillor Heagin	0	Councillor Williams

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

195. MINUTES

The Minutes of the meeting of the Council held on 25 July 2024 were signed by the Mayor as a correct record.

196. APOLOGIES FOR ABSENCE

Apologies for absence were received and recorded as above.

197. 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.

198. 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.

199. QUESTIONS BY MEMBERS

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

200. OFFICIAL ANNOUNCEMENTS, LETTERS, ETC

There were none.

201. PRESENTATION ON MUNSTEAD WOOD

Members received a presentation from Katherine Mills, General Manager of Munstead Wood, on the work and plans of the National Trust for Munstead Wood, former home of Gertrude Jekyll (1843 -1932).

Members expressed their thanks for the presentation and indicated that GTC is delighted that the National Trust (NT) has saved Munstead Wood for the nation, and that it will be not only be a local and national, but also an internationally renowned tourist attraction. However, in saying this, Members also noted the logistical challenges facing Munstead Wood due to its location and constraints of the site and expressed a hope that the NT will work with the local authorities to ensure travel and access is both sustainable and workable for the local community.

Members also expressed a hope that opportunities would be available for young people to be inspired to become the next generation of gardeners and that GTC can be a useful partner to the NT at Munstead Wood.

202. COMMITTEE REPORTS

There are no recommendations to Full Council from any of its committees.

203. TO RECEIVE MINUTES OF COMMITTEE MEETINGS

The reports of the following committees setting out decisions taken pursuant to delegated powers were RECEIVED:

	Meetings Dated
Environment & Planning	15 August 2024
Policy & Management Committee	15 August 2024

204. EXTERNAL DECORATION OF THE PEPPERPOT – TENDER REPORT & AWARD OF CONTRACT

Following an open, anonymised tender process, Members considered the tender report relating to the external decoration of The Pepperpot and to resolve to make an award of contract to Endwell Contractors for the external redecoration of The Pepperpot, to be funded from the Capital Works & Land & Property Maintenance Reserves at a cost of £57,470.

In making the award Members noted that the deadline for receipt of tenders for works for the redecoration of The Pepperpot was at 13.00 on 16 August 2024. The opening of the sealed tender documents was witnessed by the Operations & Compliance Officer and Cllr Follows, where the names of the bidders and their tender price was recorded.

The received tenders have been evaluated against the tender specification by the appointed surveyors who provided an anonymised tender report for consideration by the Council for the award of the contract.

Additionally, Members noted that Financial Regulations require any single item of expenditure in excess of £50,000 to be approved by Full Council.

In determining the funding for the works Members noted that the Major Works Fund stood at £59,900, of which £13,000 had been committed to decarbonisation measures (Min No 130-24 refers) leaving a balance of £46,900. Allowing for professional fees an additional £21,000 was allocated from the Land & Property Maintenance Reserve to complete the project.

In agreeing the funding, Members noted that since the last external redecoration of The Peppercot, a provision has been made each year from The Peppercot's revenue income into the Land & Property Maintenance Reserve which accumulatively has added £29,000 to the reserve.

It is anticipated that the schedule would seek to set up the work site on 23 September, with completion anticipated by 17 November.

In debating the award of contract, on the proposal of Cllr Heagin, seconded by Cllr Crowe, Members agreed that before GTC undertakes any further significant works, that, as set out in financial regulations, the Town Clerk should market test supporting professional services and bring findings back to Council for consideration.

205. HONORARY FREEMAN OF GODALMING

On 9 May 2024, Members considered the nomination for the award of Honorary Freeman of the Town of Godalming and with a vote in excess of a two third majority of the elected body the nomination was agreed. Members wished the Town Clerk to determine whether the nominee wished to accept the award (Min No 654-23 refers).

It is with great pleasure that the Town Clerk was able to inform Members that Mr Alan Bott was both surprised and honoured to be asked to accept the title Honorary Freeman of Godalming and was delighted to accept. The citation of the award is attached to the record minutes.

In consultation with Mr Bott and the Trustees of the Godalming Museum Trust, it is intended to present the award at a reception to be held at Godalming Museum during the afternoon of Sunday, 22 September 2024 (2pm-4pm). Members were invited to attend this reception for the awarding of only the third Honorary Freeman of Godalming in the 50-year history of Godalming Town Council.

206. NOTICE OF CONCLUSION OF AUDIT 2023-24

Members noted that the External Auditor's report for the financial year 2023/24 was received on 28 August 2024 and the Notice of Conclusion of Audit published on 29 August 2024. Members also noted that it is an unqualified report, which is to say that there are no findings or recommendations to be addressed. External Auditor's report is attached to the record minute.

As the audit was conducted by the previous RFO, Members asked the Town Clerk to convey their thanks to Mrs Tong for her excellent stewardship of the Council's finances.

207. YOUTH SERVICE ANNUAL REPORT

Members received the 2023/24 Annual Report for the Godalming Youth Services. The Mayor wished to pass the Council's thanks to the Youth Services Officer for such a comprehensive report and with the agreement of Members, deferred questions on the report to the next Policy & Management Committee meeting and asked the Town Clerk to invite the Youth Services Officer to that meeting.

208. CHRISTMAS IN GODALMING & FARNCOMBE

Members noted the programme for GTC events in support of Christmas in Godalming & Farncombe. Members were requested to 'save the date' of 24 November to assist in the stewarding of the Light Parade and to toggle the light switches at the appropriate time.

209. 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.

210. DATE OF NEXT MEETING

The date of the next Full Council meeting is scheduled to be held in the Council Chamber on Thursday, 21 November 2024 at 6.30pm.

211. ANNOUNCEMENTS

Members were informed that the Mayor's quiz will be held at the Wilfrid Noyce Centre on Friday, 18 October.

Members were informed that the Farncombe Market will be held at the Station car Park on Saturday, 14 September 10am – 2pm.