

GODALMING TOWN COUNCIL

Tel: 01483 523575
E-Mail: office@godalming-tc.gov.uk
Website: www.godalming-tc.gov.uk

107-109 High Street
Godalming
Surrey
GU7 1AQ

Sir/Madam

I HEREBY SUMMON YOU to attend the Full Council Meeting of the Godalming Town Council to be held in the Council Chamber, Waverley Borough Council, The Bury, Godalming on THURSDAY, 19 DECEMBER 2024 at 6.30pm.

Andy Jeffery

DATED this 13th day of December 2024.

Andy Jeffery
Clerk to the Town Council

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.

The meeting will be preceded by prayer with the Revd Simon Willetts, Associate Rector of the Godalming Minster officiating – all who wish to participate in prayers are most welcome to do so; however, anyone not wishing to participate may leave the chamber or sit quietly for the short duration of the prayers. All individuals' decisions in this matter are respected.

AGENDA

1. MINUTES

THE TOWN MAYOR to sign as a correct record the Minutes of the Meeting of the Council held on the 21 November 2024.

2. APOLOGIES

TO RECEIVE 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 TOWN MAYOR 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,

Members of the Public have the right to attend all meetings of the Town Council and its Committees and are welcome.

- 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. RECEIPT OF OFFICIAL ANNOUNCEMENTS

To receive official announcements, letters, etc.

7. RECEIPT OF COMMITTEE CHAIRS' REPORTS

To receive Chairmen's reports of the Committees as under:

Audit Committee – Cllr Crooks

Audit Committee has not met since the last Full Council

Environment & Planning Committee – Cllr Kiehl

Full Council to receive a report from the Chair of the Environment & Planning Committee on the work of the committee since the last Full Council meeting.

Policy & Management Committee – Cllr Follows

Full Council to receive a report from the Chair of the Policy & Management Committee on the work of the committee since the last Full Council meeting. Members to note that recommendations relating to the Council's reserves, budget and precept will be dealt with under separate agenda items.

Staffing Committee – Cllr Heagin

Full Council to receive a report from the Chair of the Staffing Committee on the work of the committee since the last Full Council meeting.

8. RECEIPT OF COMMITTEE MINUTES

To receive the minutes of the undermentioned Committees:

	Meetings Dated
Environment & Planning	28 November 2024
Policy & Management Committee	28 November 2024

9. RESERVES POLICY – ITEM FOR DECISION

Recommendation: Policy & Management Committee recommends that Full Council resolves to adopt the Reserves Policy (attached for the information of Members).

Members of the Policy & Management Committee consider it appropriate that Godalming Town Council adopts a Reserves Policy to ensure it is following best practice as set out in the JPAC Practitioners' Guide -2024.

10. DRAFT BUDGET 2025/26 – ITEM FOR DECISION & NOTE

Recommendations:

- a. **Members to resolve to approve the budget for the financial year 2025/26.**
- b. **Members to resolve to approve a precept requirement of £1,236,391 for the financial year 2025/26, which represents a band D increase of £5.80 per annum (4.98%) setting a band D equivalent at £122.15.**
- c. **Members to note budget forecast projections for period 2026/27-2029/30.**

Members to consider a report (attached for the information of Members) from the Responsible Finance Officer. Members are requested to agree the draft budget 2025/26 and approve a precept of £1,126,391 for the financial year 2025/26, which represents a band D increase of £5.80 per annum (4.98%) setting a band D equivalent at £122.15.

Additionally, Members are requested to note the budget forecast projections for periods 2026/27-2029/30 which are based on Officers' understanding of the Council's potential future activities.

11. 80TH COMMEMORATIONS OF THE END OF WW2

Recommendations:

- a. **Members to determine how they wish Officers to proceed for arranging commemorations to mark the 80th anniversary of the end of WW2.**
- b. **Members to resolve to approve expenditure of up to £7,000 from the emerging projects fund in support of the commemoration events.**

Corporate Plan Part 6 s4. *Consider additional town events.*

Whilst VE Day on 8 May 1945 marked the beginning of the end of the Second World War, the fighting continued in the Far East until VJ Day on the 15 August 1945. However, the effects of the second world war continued to have a profound impact on individuals, families and communities across the UK and the Commonwealth, including Godalming, for many years, if not decades after the '*fighting had ceased*'.

2025 marks the 80th anniversary of VE Day on Thursday, 8 May and VJ Day on Friday, 15 August.

Whilst the King's pageant master has put forward ideas for how communities may wish to consider commemorating VE day on 8 May 2025, these events have not yet been endorsed by either the government or the Royal British Legion.

The Pageant Master's proposals for a '[Shared Moment of Celebration](#)' is a variation of previous national celebrations such as the diamond and platinum jubilees of HM Queen Elizabeth II, VE 75 and D-Day 80. The proposals include a VE Day Tribute, the ringing of church bells, fish & chip suppers, the lighting of beacons and/or lamp lights of peace culminating in the singing of 'I vow to thee my country'.

Although the government and the RBL plans have not yet been published, it is understood that as the number of armed forces families and those with direct links to the 1939-1945 conflict decline, they wish to make remembrance more relevant to younger people.

It is believed Godalming can deliver for both of these visions:

Traditional

The [Shared Moment of Celebration](#) website provides a number of proposals for the nation to create 'shared moments. However, because the idea is that the same event is held in communities across the country at the same moment, the timing is prescriptive. This part of the commemorations could include:

- i. flags (of all allied nations) along the High Street, bunting around The Pepperpot;
- ii. working with the Godalming Minster and the '*captain of the tower*' to support the Central Council of Bell Ringers programme for ringing of the church bell at 6.30pm on 8 May 2025;
- iii. GTC Full Council is meeting on Thursday, 8 May at 6.30pm, it is suggested that following the meeting the Council retires to The Pepperpot for the Mayor to read the VE Day Tribute and light a Lamp of Peace at 9.30pm (Members may wish to partake in a Fish & Chip supper between the end of Full Council and the reading of the Tribute!);
- iv. work with the Godalming Minster and Churches Together in Godalming & Villages and other faith groups to encourage reflective acts of workshop around VE & VJ day; and
- v. themed' bandstand concerts sponsored by GTC on closest Sunday to VE & VJ day.

Educational & Younger People

With the Royal British Legion seeking to make VE & VJ commemorations relevant to the younger generation, GTC could look to enable meaningful and enjoyable learning about life on the Home Front that provides an opportunity to enhance the remembrance experience of VE Day & VJ Day to our younger generation that would also be supporting key stage 2 learning.

Interactive school theatre workshops would allow for pupils to explore how the war touched different aspects of life for the children of the time – this could include the food they ate, the clothes they wore, having to make do and mend, how the war changed the working life of women, food production – dig for victory, saving the kitchen scraps and rationing, the work of the Land Girls and the evacuation of children – 'Homing in on the home front'.

Members will appreciate the challenges faced by our local state schools and that interactive theatre would not normally be an option for all pupils. To afford all pupils the equality of opportunity to participate this would need to be funded by GTC.

The interactive theatre activities are age appropriate, and the theatre group would spend a full day at each school. Although details are not yet fully worked-up, it is anticipated that there would be a play for the full school followed by KS2 class workshops. The workshops would likely be for year 5 and 6 pupils in 2 class entry schools (4 workshops) or for single class entry schools a workshop for each of year 3-6.

Funding

Having made initial enquiries, it is estimated that the cost for the flags, bunting, sponsorship of the bandstand concerts and the interactive theatre for the Godalming's state junior/primary schools would be in the region of £7,000.

12. EVENTS CALENDAR 2025/26 – ITEM TO NOTE

Members to receive the Events Calendar 2024 (attached for the information of Members).

13. PEPPERPOT EXTERNAL REFURBISHMENT – ITEM TO NOTE

Members will wish to note that the external refurbishment of The Pepperpot is now scheduled to commence on 7 April 2025, with the aim to have the project completed by 8 June 2025.

14. **BANK MANDATE**

In accordance with Financial Regulation (FR) 6.1 it is necessary for Full Council to agree the Council's bank mandate, and at FR 7.1 the RFO should be appointed as the service administrator for electronic payments and an authorised signatory. FR 5.1 also states that banking arrangements shall not be delegated to a committee.

As such, and in order to put arrangements in place to enable the new Finance Officer, Mr Deshune Morrison who takes up post on 7 January 2025, to be able to fulfil the functions of the role, Full Council is requested to resolve to authorise that Mr Deshune Morrison be added to the Council's bank mandate and be appointed as the Service Administrator of, and signatory for, the Council's electronic banking system.

The Town Clerk & Responsible Finance Officer should be instructed to make arrangements to affect the resolution above on or after 7 January 2025.

15. **SIGNING OF LEASE AND MANAGEMENT AGREEMENT – ITEM TO NOTE**

In accordance with resolutions of this Council, the Town Clerk arranged for the sealing of documents with the Common Seal of the Town Council and for the Mayor of Godalming, Cllr Paul Rivers and the Chair of the Godalming Museum Trust, Mr William Edwards, to sign the lease for 109a High Street, Godalming, and management agreement between Godalming Town Council and The Godalming Museum Trust dated 9 December 2024.

16. **AUTHORISATION OF THE CLERK**

TO AUTHORISE the Clerk 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 Council.

17. **DATE OF NEXT MEETING**

The date of the next Full Council meeting is scheduled to be held in the Council Chamber on Thursday, 13 February 2025 at 6.30pm.

18. **ANNOUNCEMENTS**

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

IN PURSUANCE OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 S.1(2), THE COMMITTEE MAY WISH TO RESOLVE TO EXCLUDE THE PUBLIC AND PRESS FROM THE MEETING AT THIS POINT PRIOR TO CONSIDERATION OF AGENDA ITEM(S) 19 BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED I.E LEGALLY PRIVILEGED INFORMATION.

19. **OCK WAY COMMUNITY BUILDING – ITEM FOR DECISION**

Members to receive an update from the Town Clerk on the transfer of the Community Building, Ock Way.

Members to consider a proposal for the naming of the community building.

RESERVES POLICY

Godalming Town Council's Reserves Policy is based on the guidance contained within the Joint Panel on Accountability and Governance (JPAG) Practitioners' Guide – 2024.

RESERVES

1. As with any financial entity, it is essential that authorities have sufficient reserves (general and earmarked) to finance both their day-to-day operations and future plans.
2. The RFO is responsible for advising on the prudent level of reserves for the council. The key controls are:
 - a. to maintain reserves in accordance with the JPAG Practitioners' Guide;
 - b. for each reserve the purpose, usage and basis of transactions should be clearly identified;
 - c. reserves are only used for the purposes they are intended; and
 - d. revenue and ear marked reserves shall be maintained separately.

GENERAL RESERVES

3. The General Reserve comprises the council's cash flow and contingency fund and as such should be of a sufficient level to meet its statutory and contractual obligations to its staff, contractors, and creditors, withstand any unforeseen loss of income (other than the precept), deal with unexpected inflation, unforeseen events and unusual circumstances.
4. In consideration of the above, Godalming Town Council will seek to maintain the General Reserve within a range of 45%- 55% of the precept.
5. Godalming Town Council will review its reserves annually as part of its budget setting process to ensure that its General Reserve is maintained within the agreed percentage range of the precept.

EARMARKED AND OTHER RESERVES

6. None of the above in any way affects the level of earmarked and/or capital receipts reserves that the council may or should hold.
7. There is, in practice, no upper or lower limit to EMR/CRRs save only that they must:
 - be held for genuine and identifiable purposes and projects;
 - be separately identified and enumerated;
 - have their level subject to regular review.
8. Godalming Town Council will review its Ear Marked Reserves annually as part of its budget setting process to ensure that the purpose for the reserve is valid and the level of the reserve is appropriate.
9. Authorisation to establish and add to a reserve is a reserved matter for Full Council.
10. Authorisation to incur expenditure against a reserve is by resolution of Full Council or Policy & Management Committee, save that any use of Ear Marked Reserves by a resolution of the Policy & Management Committee is restricted within delegated limits as set out in the Council's Financial Regulations.

10. BUDGET 2025/26

In preparation of the 2025/26 budget, known factors were applied such as the 2024/25 staff pay award, increase to ERNIC and loss of localism income. This provided the initial base to which were added the costs of the decisions made by the council or its committees over the preceding year(s), such as taking ownership of a new community building and adjustments to staffing structures and the adoption of the Corporate Plan.

2024/25 Precept	1,147,744	a
Variations from 2023/24 Base Budget:		
1 Add Increase staffing costs	43,502	
2 Add Increase ERNIC	13,552	
3 Add inflationary & net minor adjustments	31,441	
4 Add IT & cyber security	4,348	
5 Add increased property maintenance	8,844	
6 Add Increased cleaning costs	8,856	
7 Add increase for new community building	7,512	
8 Add Increased insurance costs	3,448	
9 Add increased energy costs	2,644	
10. Add loss of SCC localism contribution	10,000	
11. Add reduction in net transfer from general reserve 2024/25	2,500	
12. Less provision to premises reserves	-12,500	
13. Less net transfer from general reserves	-35,500	
TOTAL VARIATION	88,647	b
2025/26 Budget Requirements (a + b)	1,236,391	c
Total cash increase required	88,647	
% increase in cash required	7.72%	
Tax base 2025/26	10,122.3	d
Precept per Band D property (= c/d)	£122.15	

The precept requirement for the financial year 2025/26 is £1,236,391 equating to a Band D equivalent increase on 2025/25 of 4.98% which in cash terms is an increase of £5.80 per annum (11p per week)

Godalming Town Council
STATEMENT OF VARIATION 2025/26

2025/26	£
Base Budget (net) i.e. Precept 2024/25	1,147,744
Add Increase Staffing Costs	43,502
Add Increase ERNIC	13,552
Add Inflation and net minor adjustments	31,441
Add IT & Cyber Security	4,348
Add Increase Property Maintenance	8,844
Add Increase in Cleaning Costs	8,856
Add Increased for New Community Building	7,512
Add Increased Insurance Costs	3,448
Add Increased Energy Costs	2,644
Add loss of SCC Localism Contribution	10,000
Add reduction in net transfer from General Reserves 24/25	2,500
Less Provision to Premises Reserves	-12,500
Less net transfer from General Reserve	-35,500

Estimated Budget (Precept) Requirement 2025/26	<u>1,236,391</u>
General Reserve predicted percentage	57%
Total increase required	88,647
% increase in cash terms	7.72%
Tax base 2024/25 (Band D Equivalent figure)	9,864.7
Precept per Band D property	£116.35
Confirmed Tax base 2025/26 (Band D Equivalent)	10,122.3
Precept per Band D property	£122.15
Increase per Band D Property	£5.80
% Increase per Band D Property	4.98%

Statement of Variation - Forward Projections

Predicted Inflation	2.60%	2.20%	2.10%	2%	2%
Forward Projection	2026/27	2027/28	2028/29	2029/30	2030/31
Precept c/f	1,236,391	1,304,675	1,375,351	1,442,952	1,513,076
Add reduction in net transfer from General Reserves	35,500	10,000			
Add Staffing Cost Inflation (incl on costs)	29,920	29,112	17,343	16,003	14,935
Add Inflation and net minor adjustments	12,864	13,564	15,258	16,621	18,748
Add Provision to Premises Reserves		3,000	3,000	3,000	3,000
Add reduction in Burials		15,000	20,000	22,500	25,500
Add Provision to General Reserves			12,000	12,000	12,000
Less Transfer from General Reserves	-10,000				
Estimated Budget Requirement 2025/26	1,304,675	1,375,351	1,442,952	1,513,076	1,587,258
General Reserve requirement at 50% precept	652,338	687,675	721,476	756,538	793,629
General Reserve predicted percentage	53%	51%	49%	48%	46%
Total increase required	68,284	70,676	67,601	70,124	74,183
% increase in cash terms	5.52%	5.42%	4.92%	4.86%	4.90%
Assumed Tax Base(Band D Equivalent) +50pa from 25/26	10162.3	10202.3	10242.3	10282.3	10322.3
Precept per Band D property	£ 128.38	£ 134.81	£ 140.88	£ 147.15	£ 153.77
Increase per Band D Property	£6.24	£6.42	£6.07	£6.27	£6.62
% Increase per Band D Property	4.86%	4.77%	4.31%	4.26%	4.30%

Cost Centre: 209 Crown Court Conveniences COF

2023/24 Actual £		2024/25 Budget £	2025/26 Budget £	Variation 2024/25 to 2025/26 £
	Employees			
0	Direct employee expenses			
0	Salaries	0	0	0
0	Er's NIC	0	0	0
0	Er's Supn	0	0	0
0	Agency staff & Contractors	0	0	0
0	Indirect employee expenses			
0	Training	0	0	0
0	Advertising	0	0	0
0	Other	0	0	0
	Premises Related Expenditure			
0	Repairs, alteration & maintenance of buildings	0	0	0
0	Energy costs	0	0	0
0	Rents	0	0	0
0	Rates	0	0	0
0	Water services	0	0	0
0	Fixtures and fittings	0	0	0
0	Cleaning & domestic supplies	0	0	0
0	Grounds maintenance costs	0	0	0
0	Premises insurance	0	0	0
0	Contribution to premises-related provisions	0	0	0
	Transport Related Expenditure			
0	Public transport	0	0	0
0	Car allowances	0	0	0
	Supplies & Services			
0	Equipment, furniture and materials	0	0	0
0	Catering & Hospitality	0	0	0
0	Clothes, uniform & laundry	0	0	0
0	Printing, stationery & general office expenses	0	0	0
9189	Services			
0	Professional Fees	0	0	0
0	Audit fees	0	0	0
0	Insurance	0	0	0
0	Bank charges	0	0	0
0	Communications & computing			
0	postage	0	0	0
0	telephones	0	0	0
0	computers	0	0	0
0	website	0	0	0
0	publicity advert	0	0	0
0	newsletter	0	0	0
0	Expenses			
0	Staff expenses	0	0	0
0	Mayor's expenses	0	0	0
0	Members' training	0	0	0
0	Youth expenses			
0	Grants & Subscriptions			
0	Grants	0	0	0
147	Subscriptions	0	0	0
0	Contributions to provisions	0	0	0
0	Miscellaneous expenses	0	0	0
	Third Party Payments			
0	Godalming Joint Burial Committee			0
0	Income			
0	Government Grants	0	0	0
0	Other grants etc	0	0	0
0	Customer & client receipts	0	0	0
0	Interest	0	0	0
-9336	Recharges	0	0	0
0	Net Expenditure	0	0	0

Godalming Town Council

Budget 2025/26 Projection of Reserves to March 31 2025

	Balance b/f 1 April 2024 £	Deficit/Surplus from Revenue a/c £	Transfer from Revenue a/c	Transfer to Revenue a/c	Projected Balance 31 March 2025	
Unallocated Reserve						
1 Revenue Reserve	665,404	30,049	48,000		743,453	
Sub-total unallocated reserves	665,404				743,453	
Earmarked Reserves						
2 Election Expenses Fund	4,000		6,000		10,000	
3 Community Infrastructure Levy	299,076		231,415	-156,596	373,895	Farncombe Cricket Club, Bus Shelters, Crown Court WC, BWP Extention
4 Emerging Projects	42,591		5,000	-12,100	35,491	Fit out and in year costs for Ockford Park community building
5 Youth	5,250				5,250	Donations to Youth Centre
6 Afghan Refugees	529				529	
7 Busbridge Parish Council	25,000			-25,000	0	JBC Settlement
8 Land & Property Maintenance	215,000		12,500	-51,000	176,500	Nightingale Cemetery Railings, Pepperpot External Decoration
9 Capiral Works Programme	1,900		60,490	-59,900	2,490	Pepperpot external decoration, decarbonisation works. Income from revenue provision and capital receipt on sale of van
10 Flood Wall Maintenance	6,000				6,000	Cosmetic maintenance of flood defence wall and maintenance of access stairs
11 Mayor's Charity	1,060			-1,060	0	
12 Community Store	0				0	
13 Professional Fees	17,000			-8,800	8,200	Insurance reinstatement valuation costs
Sub-total Earmarked Reserves	617,406				618,355	
Balances	1,282,810	30,049	363,405	-314,456	1,361,808	

Budget 2025/26 Projection of Reserves to March 31 2026

	Projected Balance 1 April 2025 £	Deficit/Surplus from Revenue a/c £	Transfer from Revenue a/c	Transfer to Revenue a/c	Projected Balance 31 March 2026	
Unallocated Reserve						
1 Revenue Reserve	743,453			-35,500	707,953	General Reserve to meet statutory obligations, unexpected and unplanned costs
Sub-total unallocated reserves	743,453				707,953	
Earmarked Reserves						
2 Election Expenses Fund	10,000		6,000		16,000	To fund future GTC elections
3 Community Infrastructure Levy	373,895				373,895	Can only be used for CIL projects
4 Emerging Projects	35,491	5,000			40,491	Unbudgeted projects agreed by GTC
5 Youth	5,250				5,250	Unspent donations for Youth Centre received in preceeding year.
6 Afghan Refugees	529				529	Anonymous donation. Suggest a donation is made to an appopriate support organisation and this EMR is deleted
7 Busbridge Parish Council	0				0	No longer required
8 Land & Property Maintenance	176,500	4,000			180,500	GTC has over £20m of land and property, with 7 Grade II listed assets. Any revenue surplus should be used to to build this reserve
9 Capiral Works Programme	2,490	35,000			37,490	To fund agreed capital projects, incl BWP air source heat pumps.
10 Flood Wall Maintenance	6,000				6,000	This EMR is sufficient to meet future needs
11 Mayor's Charity	0				0	Required to hold previous year Mayor's charity fund until disbursement is made
12 Community Store	0				0	No longer required
13 Professional Fees	8,200				8,200	Insurance reinstatment valuation should occur at least every 5years, this EMR should be built up to meet those costs
Sub-total Earmarked Reserves	618,355				668,355	
Balances	1,361,808	44,000	6,000	-35,500	1,376,308	

Calendar of Events in Godalming 2025-Dec 2025		Jan		Key:	GTC Events	GTC Partnered Event	GTC Supported Event	Other Events							
Organiser	Event	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Benefit	GTC Support
GTC	Weekly Friday Pop Up Crown Court	3,10,17,24,31	7,14,21,28	7,14,21,28	4,11,18,25	2,9,16,23,30	6,13,20,27	4,11,18,25	1,8,15,22,29	8,12,19,26	3,10,17,24,31	7,14,21,28	5,12,19	Economic/ Place-making	Curate and organise Market & activities/marketing
GTC	Spring Festival - Retail Centre				Sat 5									Economic/ Place-making	Organise Event including marketing
GTC	Godalming Museum Reminiscence Club	Mon 18	Mon 16	Mon 16	Mon 20	Mon 18	Mon 15	Mon 20	Mon 17	Mon 17	Mon 19	Mon 16		Well-being	Social Media
GTC	End of WW2 Commemorative Events					End of WW2 Commemorative Events								Well-being/place-making	Curate program, social media, provision of grants
GTC	Floral Godalming (spopnsorship ongoing)					Blooms in place		Judging w/c 6 July tbc						Well-being / Place-making	GTC covers full cost offset by sponsors, GTC grounds staff responsible for Floral Godalming Displays
GTC	Staycation Holiday Programme								Sat 2 -Sun 10					Economic/ Place-making / well-being	Curate program, social media and publicity, provision of venues
GTC	Godalming Guided Walk								tbc					Well-being / Place-making	End of Staycation Event
GTC	Farncombe Market Station car park			Sat 16			Sat 14			Sat 13			Sat 6	Economic/ Place-making	Curate and organise Market, provide Tobyman
GTC	Remembrance Service and Parade											Sun 9		Civic	GTC organises event, printing of service sheet, PA system, town wreathes/advertising campaign
GTC	Godalming Christmas Lights Parade											Sun 23		Well-being / Place-making	Organise event in conjuncction with Godalming BID
GTC	Godalming Christmas Festival Market											Sat 29		Well-being / Place-making	Organise Market, activities and Switch on Charater
GTC	Farncombe Christmas Lights												Fri 5	Well-being / Place-making	Organise ativities
GTC	Farncombe Christmas Market												Sat 6	Well-being / Place-making	Organise Market, provide Tobyman
GTC/GDCOC	Food Festival/Classic Car Fest							Sun 6						Economic/ Place-making	GTC organises the Food Festival on behalf of the Chamber for an agreed fee
GTC/Sport Godalming	Godalming Run					Sun 18								Economic/ Place-making / well-being	GTC Manages Road Closure
GTC/Godalming Rugby Club	Fireworks											Fri 7		Well-being / Place-making	GTC manages infrastucture requirements, procession & Social Media Promotion
GTC/ACVREvents	Antiques & Vintage Market			Sat 1					Sat 9					Economic/ Place-making / well-being	GTC Manages Road Closure, Street Trading Licence and promotes via social media.
GTC/EVE	Plant Based Artisan Market					Sat 3						Sat 1		Economic/ Place-making / well-being	GTC Manages Road Closure, Street Trading Licence and promotes via social media

Organiser	Event	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Benefit	GTC Support
GTC/TST	TST Staycation Live Music Festival								Fri 1, Sat 2, Sun 3					Economic/ Place-making / well-being	GTC's PLI, support management plan, funds waste management & first aid.
GTC/Hills to HarbourCRP/SWR	Story Time Along the Line (April) Polar Express (Dec)				TBC								TBC	Well-being	GTC Station adoptors & Stakeholders of Community rail partnership, promotes events via Social media
GTC/Godalming Minster	Celebration of Christmas											Sun 23		Place making and well being	GTC Supports refreshments, social media and lights
GTC/Hills to Harbour/SWR	Raiway 200	TBC		Sat 16			Sat 15			Sat 21				Well-being	GTC Station adoptors & Stakeholders of Community rail partnership, promotes events via Social media
Rotary in Godalming	Godalming Repair Café	Sat 27	Sat 24	Sat 30	Sat 26	Sat 24	Sat 28	Sat 26	Sat 23	Sat 27	Sat 25	Sat 29	Sat 27	Economic	GTC Hosts webpage & promotes via Social media
Rotary in Godalming	Duck Race									Sat 6 (TBC)				Well-being / Place-making	GTC loans equipment/helps promote via social media
Rotary in Godaming	Spring Fayre (the Burys)					Sat 3								Economic/ Place-making / well-being	GTC Loans equipments/helps promote via social media, assist in setting out field
Godalming Film Society/GTC	Relaxed Screening (WNC) Dates TBC	Sat 18		Sat 15	Sat 12	Sat 24	Sat 21	Sat 12	Sat 16		Sat 11	Sat 8	Sat 6	Well-being	Grant-aid for WNC, manage tickets & social media
Churches Together	CTIG Easter Event				Fri 18									Well-being	Assist with road closure application
Go Godalming Association	Music in the Park Bandstand Concerts					Sun 4, 11, 18, 25	Sun 8, 15, 22, 29	Sun 6, 13, 20, 27	Sun 3, 10, 17, 24, 31	Sun 7, 14, 21				Economic/ Place-making / well-being	GTC Bandstand FOC, Social media promotion, GTC sponsored concert
Godalming Round Table	Round Table Town Show & Carnival						Sat 7							Place-making / well-being	Manage Road Closure for procession, loan equipment, FOC WNC
Choirblast	Choir Blast Festival (Phillips Memorial Park)						Sat 14							Well-being	GTC advise on event planning, Grant aid, facilitates infrastructure, venue hire (FOC WNC), social media
Godalming Trust	Surrey Heritage Open Weekend								Sat 13, Sun 14					Well-being	GTC funds promotion of event, FOC use of Pepperpot, Museum manages tickets
Sport Godalming	Go Godalming Association Sport for all Awards											Fri 28		Well-being	FOC WNC for awards ceremony
Godalming Performing Arts Committee	Godalming Performing Arts Festival		17-22	2 - 23										Place-making / well-being	Social media promotion
Godalming Trust	Godalming Trust Guided Town Walks					tbc	tbc	tbc						Place-making / well-being	Social media promotion

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.