

PARISH OF GODALMING

MINUTES OF A MEETING OF THE TOWN COUNCIL

OF THE PARISH OF GODALMING HELD

ON THURSDAY, 19 DECEMBER 2024

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

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

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

369. **MINUTES**

The Minutes of the meeting of the Council held on 21 November 2024 were signed by the Mayor as a correct record.

370. **APOLOGIES FOR ABSENCE**

Apologies for absence were received and recorded as above.

371. **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.

372. **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.

373. **QUESTIONS BY MEMBERS**

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

374. **OFFICIAL ANNOUNCEMENTS, LETTERS, ETC**

There were none.

375. COMMITTEE REPORTS

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

Audit Committee – Cllr Crooks

No report as the Committee has not met since the last Full Council

Environment & Planning Committee – Cllr Kiehl

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

Staffing Committee – Cllr Heagin

Full Council received a report from the Chair of the Staffing Committee on the work of the committee since the last Full Council meeting and an update on the recruitment process for the Youth Service Manager and vacant Maintenance Assistant position.

376. TO RECEIVE MINUTES OF COMMITTEE MEETINGS

The were no minutes received from committees.

377. RESERVES POLICY

On the recommendation of the Policy & Management Committee, to ensure it is following best practice as set out in the JPAC Practitioners' Guide -2024, Full Council resolved to agree to adopt the Reserves Policy (attached to the record minutes).

378. DRAFT BUDGET 2025/26

Members considered a budget report from the Responsible Finance Office and resolved by a majority to agree detailed budget for the financial year 2025/26.

Members also resolved by a majority to agree 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.

Additionally, Members noted the budget forecast projections for periods 2026/27-2029/30.

379. 80TH COMMEMORATIONS OF THE END OF WW2

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

Members noted that 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'.

Additionally, although the government and the RBL plans have not yet been published, Members believed they wish to make remembrance more relevant to younger people.

Members wish for Godalming to deliver upon both of these visions:

Traditional

The [Shared Moment of Celebration](#) website provides a number of proposals for the nation to create 'shared moments and will 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, following the meeting the Council will retire 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 will 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 will be arranged for pupils to explore how the war touched different aspects of life for the children of the time – this will covers areas such as 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'.

The interactive theatre activities to be age appropriate, and it is hoped the theatre group would visit each of Godalming's state Infant & Junior/ Primary schools. It is anticipated that there would be a play for the full school followed by KS2 class workshops.

Members resolved to agree that they wished Officers to proceed to arrange commemorations to mark the 80th anniversary of the end of WW2 that provides for a traditional commemorative event as well as the opportunity to provide appropriate in-school KS2 learning.

In support of the above, on the proposal of Cllr Follows, seconded by Cllr Adam, Members resolved to approve expenditure of up to £8,000 from the emerging projects fund in support of the commemoration events.

380. EVENTS CALENDAR 2025/26

Members noted the Events Calendar 2024.

381. PEPPERPOT EXTERNAL REFURBISHMENT

Members noted 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.

382. 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, Members resolved to agree that as of 7 January 2025 the new Finance Officer, 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.

383. SIGNING OF LEASE AND MANAGEMENT AGREEMENT

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.

384. 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.

385. 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.

386. ANNOUNCEMENTS

The Mayor wished members a happy Christmas and peaceful New Year.

IN PURSUANCE OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 S.1(2), THE COMMITTEE RESOLVED 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

387. OCK WAY COMMUNITY BUILDING

Members were informed that the deeds and other relevant documents for the transfer of the Community Building, Ock Way from the developer to Godalming Town Council have been signed by the Mayor and the common seal of the Council applied. It is hoped that the transfer will be completed by 13 January 2025.

Members were informed that the use of up to £22,000 of UKSPF funding has been agreed with WBC for the fitting out of the building to enable it to be used in support of the original Aaron Hill UKSPF proposals. In considering the fitting out of the building, Members expressed a wish for an external public accessible defibrillator to be provided.

Naming of the Building:

Members debated a number of proposals for the naming of the building and following careful consideration resolved to agree that the building should be known as the:

Ockford & Aarons Hill Hub.

Additionally, in recognition of a lifetime of dedicated service to the local community Members also agreed that the building should be dedicated to the memory of Mrs Jacky Tickner and that a memorial plaque is to be erected on the building.