

PARISH OF GODALMING

MINUTES OF A MEETING OF THE TOWN COUNCIL

OF THE PARISH OF GODALMING HELD

ON THURSDAY, 8 MAY 2025

* Town Mayor (Cllr PS Rivers)

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

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

635. **MINUTES**

The Minutes of the meeting of the Council held on 13 February 2025 were signed by the Mayor as a correct record.

636. **APOLOGIES FOR ABSENCE**

Apologies for absence were received and recorded as above.

637. **DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS**

Councillor Kiehl declared an other registerable interest in Agenda Item 10 (Neighbourhood Community Infrastructure Levy – Moss Lane School Playground Enhancement Project Application) on the grounds that he has a child attending the school and his wife has been involved in the development of the proposal. Cllr Kiehl left the Chamber when that agenda item was debated.

Councillor Holliday declared an other registerable interest in Agenda Item 10 (Neighbourhood Community Infrastructure Levy – Moss Lane School Playground Enhancement Project Application) on the grounds that he has a child attending the school and his wife is the Chair of the PTA and has been involved in the development of the proposal. Cllr Holliday left the Chamber when that agenda item was debated

Councillor Crowe declared an other registerable interest in Agenda Item 8 (CIL Funding Application – Moss Lane School Playground Enhancement Project) on the grounds that she has a grandchild attending the school. Cllr Crowe left the Chamber when that agenda item was debated.

638. 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.

639. QUESTIONS BY MEMBERS

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

640. OFFICIAL ANNOUNCEMENTS, LETTERS, ETC

There were none.

641. COMMITTEE REPORTS

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

Audit Committee

The Audit Committee made two recommendations to Full Council:

- a. Annual Governance Statement. This recommendation was considered as a separate agenda item – see minute 647-24 below; and
- b. Financial Regulations – Audit Committee recommended that Full Council adopts Financial Regulations, which had been updated to reflect changes in procurement regulations due to the introduction of The Procurement Act 2023 and The Procurement Regulation 2024, which came into force in February.

Full Council resolved to accept the recommendation of the Audit Committee and adopt the updated Financial regulations (attached to the record Minutes).

Environment & Planning Committee

The Environment & Planning Committee made three recommendations to Full Council relating to Neighbourhood CIL applications. These recommendations were considered at a separate agenda item – see Min No. 644-24 below.

Policy & Management Committee

Town Council Representation on External Bodies

The Policy & Management Committee made two recommendations to Full Council:

- a. Members considered a request for the Council to appoint a representative to 'WhatNext?'; and agreed that Full Council should be asked to ratify the nomination of Cllr Crooks.

Full Council resolved to accept the recommendation from the Policy & Management Committee and agreed that Cllr Crooks be appointed as the Council's representative to WhatNext?

- b. Community Engagement Strategy - Policy & Management Committee considered a redrafted Community Engagement Strategy document and recommends its adoption by Full Council

Full Council resolved to accept the recommendation of the Policy & Management Committee and adopt the updated Community Engagement Strategy (attached to the record Minutes).

Staffing Committee

SHE Advisory Group Review of HSE Statement & Policy Arrangements

The Staffing Committee recommended that Full Council adopt the updated Health & Safety Statement and Policy Arrangements.

Full Council resolved to accept the recommendation of the Staffing Committee and adopt the updated Health & Safety Statement and Policy Arrangements (attached to the record Minutes).

642. TO RECEIVE MINUTES OF COMMITTEE MEETINGS

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

	Meetings Dated
Audit Committee	17 April 2025
Environment & Planning	20 February 2025 13 March 2025 3 April 2025 24 April 2025
Policy & Management Committee	20 February 2025 13 March 2025 24 April 2025
Staffing Committee	13 February 2025 17 April 2025

643. THE PEPPERPOT

Members received a report from the Town Clerk/CEO and the Operations & Compliance Officer relating to works arising from the recent structural and condition survey of The Pepperpot and the works arising thereof.

Members thanked officers for their work and for a clear and comprehensive presentation of the issues resulting from inspection of the bell tower, surveyor's report and advice from the Conservation Officer.

Following a considered debate, on the proposal of Cllr Martin, seconded by Cllr Williams, Members resolved to agree additional expenditure up to £167,000 to be taken from the capital projects reserve for the works required for repairs to safeguard The Pepperpot. The Town Clerk is to report expenditure to the Policy & Management Committee.

644. NEIGHBOURHOOD COMMUNITY INFRASTRUCTURE LEVY (CIL)

Members considered recommendations from the Environment & Planning Committee for the allocation of Neighbourhood CIL as set out below and resolved to agree the following awards:

Baden Hall restoration project - an award of £153,835.92

Additional Conditions: Members agreed the following additional conditions recommended by the Environment & Planning Committee:

- i. The level of award will be reduced by the amount of any funding received for this project from other external sources including the Your Fund Surrey or from the Community Foundation for Surrey.
- ii. Payments from Godalming Town Council (GTC) to the Baden Hall/FS&B account to be paid on receipt of the contractor's invoice. The percentage of any invoice payable by GTC to be at the same ratio of Neighbourhood CIL funding versus total project costs, up to the maximum of the CIL award (if the full sum requested is approved, GTC would pay the Baden Hall/FS&B account the invoice sum less 11.5% up to a total payment of £153,835.92).
- iii. Baden Hall/FS&B are to acknowledge the funding support provided by GTC by way of a dedication plaque placed on the exterior elevation of the building facing Tottenham Road.
- iv. An information board/sign is to be displayed on the exterior elevation of the building facing Tottenham Road that provides information on how to hire the Baden Hall.

Farncombe Cricket Club cricket net project – an award of £12,000

Moss Lane School playground enhancement project – an award of £66,000

Additional Conditions: Members agreed the following additional conditions recommended by the Environment & Policy Committee:

- i. The first £2,000 of expenditure is met from the Moss Lane School Association contribution.
- ii. The school to provide a project report no later than February 2026 for inclusion into the Council's Annual Report summarising the outcomes and benefits realised. This is in line with best practice transparency principles from NALC guidance.

645. STANDING ORDERS – AMENDMENTS

Members resolved to approve the adoption of the amended Standing Orders as set out in the draft dated 8 May 2025 (attached to the record minutes). These amendments reflect legal updates, strengthen governance, and maintain the Council's reputation for robust and professional administration.

646. REPORT OF THE INTERNAL AUDITOR

Members received and noted the Final Internal Audit Report dated 23 April 2025 and approved the setting up of a Direct Debit to HMRC as recommended by the auditor and as allowed by Financial Regulation 7.7.

Members thanked the RFO for the work in achieving a clean audit.

647. ANNUAL GOVERNANCE STATEMENT

Members considered the Annual Governance Statement and the answers to the questions posed by the Statement (both attached to record minutes).

648. ACCOUNTING STATEMENTS 2024/25

Members considered and agreed the Town Council's Accounting Statements for the Financial Year Ended 31 March 2025 (copy of Section 2 of the Annual Return is attached to record minutes).

649. ALLOCATION OF RESERVES

GTC Financial Regulation 4.11 states that any addition to, or withdrawal from, any earmarked reserve shall be agreed by the council. As such, Members were requested to consider the Proposed Transfer Between Reserves document and to resolve to approve the proposed transfer of funds from General Reserve to specific earmarked reserves.

Members considered proposals for the transfer of funds between reserves dated 8 May 2025 and resolved to approve the transfers (spreadsheet attached to the record minutes).

£27,409 from Revenue Reserve to Emerging Projects EMR

£169,798 from Revenue Reserve to Capital Works Programme

£100,000 from Revenue Reserve to new EMR – Local Government Reorganisation

650. MOTION ON NOTICE

Proposer: Councillor Penny Rivers, Seconder: Councillor Janet Crowe

The Motion:

Council notes with concern the recent communication from Godalming Amateur Swimming Club (GASC) regarding the unexpected 9.8% increase in pool hire charges at Godalming Leisure Centre (GLC) for the financial year 2025/26, raising annual costs from £71,000 to £78,000. This significant rise, which appears to have been introduced without prior consultation, places a serious strain on the club's finances and risks the sustainability of a long-standing community sports provider.

Godalming Town Council recognises:

- The valuable contribution of GASC since 1975 in delivering inclusive, accessible, and competitive swimming opportunities to over 170 members, including youth, adult, and national-level swimmers.
- The club's proactive measures to absorb rising costs and maintain affordable access to sport for local families, despite limited resources and increasing operational challenges.
- The disparity in pool hire fees compared to other EA-managed clubs within the borough, raising questions of fairness.
- The wider community benefit of GASC's operations, including coaching development, Duke of Edinburgh volunteering, and the delivery of a school's competition for local primary pupils.

Members considered the Motion and resolved to agree the following actions:

- a. To write to Waverley Borough Council (WBC) to:
 - Seek justification for the scale of the fee increase and the absence of consultation.
 - Request a review of comparative fee structures across all EA-operated facilities in Waverley to ensure equitable treatment for community clubs.
- b. To ask WBC to consider:
 - Introducing a cap on future annual increases in pool hire charges to a sustainable level, such as a maximum of 3%.
 - Reinstating or introducing targeted grant funding to bridge the affordability gap faced by voluntary community sports groups.
- c. To express Godalming Town Council's strong support for GASC and its continued role in promoting community health and well-being through access to swimming.

- d. To support GASC, if required with a one-off grant of **£5,000** from the Emerging Projects Fund to help offset the impact of the increased pool hire fees while longer-term solutions are sought. This grant to be made available from 01 October if negotiations on reducing the extant pool fees is not successful.

651. SEALING OF DOCUMENTS, ETC.

The following resolution was passed nem con.

THAT THE TOWN CLERK/CEO 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.

652. DATE OF NEXT MEETING

The date of the next Full Council meeting (Annual Council & Mayor Making) is scheduled to be held in the Council Chamber on Thursday, 15 May 2025 at 7.00pm.

653. ANNOUNCEMENTS

There were no announcements.