

## **GODALMING TOWN COUNCIL**

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107-109 High Street  
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GU7 1AQ

1 August 2025

I HEREBY SUMMON YOU to attend the Extraordinary **POLICY & MANAGEMENT COMMITTEE** Meeting to be held in the Council Chamber, Waverley Borough Council, The Burys, Godalming on THURSDAY, 7 AUGUST 2025 at 6.40pm or at the conclusion of the preceding Environment & Planning Committee meeting, whichever is later.

*Andy Jeffery*

Andy Jeffery  
Chief Executive Officer

If you wish to speak at this meeting please contact Godalming Town Council on 01483 525575 or email [office@godalming-tc.gov.uk](mailto:office@godalming-tc.gov.uk)

Committee Members:	Councillor Follows – Chair Councillor Weightman – Vice Chair
Councillor Adam	Councillor Holliday
Councillor Clayton	Councillor Kiehl
Councillor Crooks	Councillor Martin
Councillor Crowe	Councillor PMA Rivers
Councillor C Downey	Councillor Steel
Councillor S Downey	Councillor Thomson
Councillor Duce	Councillor Williams
Councillor Heagin	

### **A G E N D A**

1. **MINUTES**

To approve as a correct record the minutes of the meeting held on the 17 July 2025, 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. LOCAL GOVERNMENT REORGANISATION – UPDATE

Members to note the response to the Governments Consultation agreed on 17 July was submitted to the Ministry of Housing, Communities and Local Government on 18 July and that the leaflets produced by GTC informing residents of the LGR consultation and GTC's agreed position was delivered to all residential addresses within the parish of Godalming during the week commencing 21 July.

Members are asked to note the letter from SALC setting out their response to the government's LGR in Surrey consultation (attached for the information of Members)

The consultation on the available options closed on 5<sup>th</sup> August.

The committee chair to update Members on the progress of LGR in Waverley and Surrey.

7. COMMUNITY ASSET TRANSFERS – EXPRESSIONS OF INTEREST

Members to receive an update on the status of submitted Expressions of Interest (EOIs) for tranche 2 assets, to consider and approve submission of EOIs for tranche 3 assets, and to note progress regarding remaining assets identified for potential Community Asset Transfer.

**Background:**

Following approval by Members on 17 July 2025 (Minute 149-25 refers), EOIs relating to tranche 2 community assets were submitted to the Community Asset Transfer (CAT) co-ordinator at Waverley Borough Council (WBC) on 18 July 2025. Godalming Town Council (GTC) now awaits confirmation that these EOIs meet the CAT criteria and can proceed to the next stage, namely the preparation and submission of full business cases for each asset.

In line with the resolution passed at the same meeting, EOIs have now been drafted for three tranche 3 assets for consideration by Members:

- The Bury's Scout & Guide HQ
- Ockford Ridge Scout & Guide HQ
- The Bandstand and Rangers Station

The CEO and committee chair met with the respective management groups of both Scout & Guide HQs on 9 July, with the CEO meeting the Godalming Band committee on 15 July. All groups expressed strong support for GTC pursuing freehold tenure of the respective properties.

As part of the discussions with the Band committee, a request was made to widen the scope of the EOI to include the area currently occupied by the Rangers. This is to ensure future community use of the site should the Rangers' occupation cease following LGR. This amendment has been incorporated into the draft EOI. Members are asked to consider whether they support this approach.

An updated CAT list is attached for the information of Members. Assets marked in blue indicate that they are currently at a stage where GTC is awaiting responses from WBC before further progress can be made.

**Bus Shelters and Street Furniture:**

These tranche 3 assets are not subject to the formal CAT process but are covered by a separate WBC internal process, initiated in April 2024. The CEO has contacted WBC for clarification on next steps and is awaiting a response.

**Tranche 4 Assets:**

The LGR Working Group will consider and prioritise options for tranche 4 assets at its next meeting.

**Recommendations:**

Members are asked to:

- i. **Note** the submission and current status of tranche 2 EOIs.
- ii. **Determine** whether to support the inclusion of the Ranger-occupied area within the Band Room EOI scope.
- iii. **Approve** the submission of EOIs for the following tranche 3 assets:
  - o The Bury's Scout & Guide HQ
  - o Ockford Ridge Scout & Guide HQ
  - o The Band Room and, if agreed, the area currently used by the Rangers)
- iv. **Note** the updated CAT list.
- v. **Note** the current position regarding bus shelters and street furniture and that tranche 4 priorities will be considered at the next LGR Working Group meeting.

8. **NJC PAY AWARD 2025/26 – BUDGETARY IMPACT AND IMPLEMENTATION**

**Summary:**

To inform Members of the agreed NJC 2025/26 pay award for local government services ('Green Book') employees, note the associated budgetary implications, and confirm the proposed implementation approach.

**Background:**

The National Joint Council (NJC) has confirmed agreement of the 2025/26 pay award at 3.2%, effective from 1 April 2025. This award applies to all staff employed under the NJC for Local Government Services ('Green Book') terms and conditions.

The award is 0.7% higher than the 2.5% uplift allowed for in the Council's 2025/26 staffing budget. The variance will be addressed as part of the Revised Estimates process later in the financial year.

To enable timely implementation and ensure staff receive their adjusted pay promptly—including backdated arrears to 1 April 2025—officers are working with the Council's payroll provider to process the change in the August 2025 payroll.

**Youth Services Staff Pay (Pink Book):**

Staff employed in Youth and Community Work roles are contracted under the Joint Negotiating Committee (JNC) 'Pink Book'. Their pay is subject to separate negotiations, with a pay year that runs from 1 September to 31 August. Consequently, the NJC Green Book award does not apply to this staff group. Officers will report separately on any outcomes from the Pink Book negotiations once agreed.

**Governance:**

In consultation with the Chair of the Staffing Committee, and in the interests of expedience and operational timeliness, the Chief Executive Officer has brought this matter directly to the Policy & Management Committee for consideration, rather than waiting for the next Staffing Committee cycle.

**Recommendation:**

Members are asked to:

- i. **Note** the NJC 2025/26 pay award of 3.2% for Green Book employees, effective from 1 April 2025.
- ii. **Note** that the award exceeds the budgeted provision by 0.7%, which will be addressed during the Revised Estimates process.
- iii. **Support** officers working with the payroll provider to implement the revised pay rates and arrears in time for the August 2025 payroll.
- iv. **Note** that Youth and Community Workers (Pink Book employees) are subject to separate pay negotiations, with outcomes expected for implementation from 1 September 2025.

9. ST JOHNS STREET BUS SHELTER – DAMAGE AND RECOVERY ACTION

**Summary:**

To update Members on the recent damage sustained to the bus shelter on St John's Street and to outline the actions taken by officers to ensure public safety, seek restitution, and arrange for repair and reinstatement of the shelter.

**Background:**

On 21 July 2025, Godalming Town Council (GTC) was notified of a collision involving a delivery vehicle and the bus shelter outside the Day Centre on St John's Street. While there were fortunately no injuries, the shelter sustained structural damage rendering it unfit for use.

**Response and Safety Measures:**

GTC officers took immediate action to make the area safe, securing the damaged structure and mitigating any risks to the public. Simultaneously, steps were taken to obtain repair quotations and assess the feasibility of restoring the shelter to full operational condition.

**Cost Recovery and Engagement with Responsible Party:**

GTC has engaged directly with the company responsible for the delivery vehicle, informing them of the incident and seeking full cost recovery. While officers are actively pursuing prompt restoration, it is essential that GTC's approach does not compromise the legal or financial recovery process by moving prematurely.

Initial discussions indicate a willingness from the company involved to permit deconstruction and removal of the shelter, thereby enabling off-site repairs to be carried out ahead of full reinstatement, subject to agreement.

**Next Steps:**

Officers will continue to work closely with the company involved, repair contractors, and insurers as necessary to facilitate efficient resolution. An update will be brought to Members once a formal agreement on cost recovery and repair arrangements has been finalised.

**Recommendation:**

Members are asked to:

- i. **Note** the damage sustained to the St John's Street bus shelter and the immediate actions taken by officers.
- ii. **Support** officers continuing to pursue full cost recovery from the party responsible.
- iii. **Endorse** the proposed approach to facilitate off-site repairs, subject to agreement with the company involved.

- iv. **Note** that a further update will be provided once full restoration arrangements are confirmed.

10. ACCOUNTS PAID SINCE LAST MEETING & SCHEDULE OF PAYMENTS

RFO to report on the accounts paid since 15 July 2025

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.

11. PEPPERPOT UPDATE – STRUCTURAL REPAIR UPDATE

**Summary:**

To update Members on the progress of restoration and repair works at The Pepperpot, with specific reference to the recent inspection of the stair tourelle and emerging structural concerns.

**Background:**

As part of the ongoing conservation and maintenance programme at The Pepperpot, concerns were previously raised regarding the structural condition of the stair tourelle. Members were advised that a specialist inspection had been arranged, which took place on 28 July 2025.

The visuals from this inspection, to be tabled at the meeting for Members' information, provide clear and stark evidence of deterioration and confirm that remedial works are required to safeguard the integrity of the structure.

**Current Position:**

Officers are engaging with structural engineers and conservation specialists to determine the most appropriate and sensitive approach to repair, in keeping with the heritage significance of the building.

It is hoped that the necessary works can be contained within the funding and contingency previously approved by Members. Officers are monitoring the position closely and will keep Members fully informed should any risk to budget containment arise.

It is recognised that maintaining regular Member oversight and timely reporting is essential to ensure that informed and appropriate decisions can be made as works progress and issues emerge. Furthermore, the transparent recording of issues and decisions in the public record is vital to support continuity, accountability, and institutional memory, enabling future councils and officers to better understand the history, risks and rationale behind decisions—thus avoiding the knowledge gaps and unknowns experienced by the current administration at the outset of this project.

A further update will be brought forward as soon as the technical and financial details of the proposed works are available.

**Recommendation:**

Members are asked to:

- i. **Note** the outcome of the stair tourelle inspection and the visual evidence provided.
- ii. **Support** officers continuing to work with specialists to identify and scope appropriate repairs.

- iii. **Note** that it is hoped the works will be deliverable within the existing approved budget and contingency, but that Members will be kept informed of any variance.
- iv. **Agree** that regular updates be provided to ensure Members are equipped to make timely and informed decisions.
- v. **Recognise** the importance of maintaining a detailed public record of issues and decisions, both to ensure transparency and to inform future councils and officers responsible for the care of this Grade II\* listed asset.

## 12. MOTION ON NOTICE

Proposer: Councillor Penny Rivers. Second: Councillor Paul Follows

**Recommendation: Members to consider the Motion and if minded are requested to resolve to approve the implementation of the motion as set out at points a-e in the motion.**

### **Motion:**

Godalming Town Council reaffirms its commitment to equality, diversity, inclusivity and support for all members of the community, including those who identify as lesbian, gay, bisexual, transgender, queer or questioning, and others (LGBTQ+). The Council acknowledges the vital role LGBTQ+ organisations play in fostering community cohesion, providing advocacy, and supporting individuals—particularly at a time when such groups face increasing hostility and political marginalisation.

Godalming Town Council has previously demonstrated its support for the wider LGBTQ+ community by proudly hosting *Pride in Surrey 2021*. The success of that event not only showcased the strength and inclusivity of our local community but also underlined the town's standing as a welcoming and diverse place for all. Our support extended beyond symbolic gestures, with local County Councillors having used their Member Allocations to help keep the annual event viable and accessible to all.

This Council regrets the decision by Surrey County Council (SCC) to withdraw its support for *Pride in Surrey 2025*, citing concerns about representation. This position does not reflect the values or experiences of this Council, nor the Godalming community. Pride in Surrey has clearly stated its commitment to inclusivity and the representation of all LGBTQ+ identities and continues to organise events that are welcoming, safe, and supportive for the entire community.

Council recognises the significant impact of SCC's withdrawal, both symbolically and financially. The lack of County-level support risks undermining the continuation of an event which provides direct support to LGBTQ+ individuals on the day and throughout the year. Events like Pride in Surrey are not only cultural celebrations but also essential support networks, especially for young people, trans individuals, and those who may otherwise feel isolated.

### **Why Council Support Matters**

- **Community cohesion** – Public, visible backing reassures minority groups that they belong, while signalling to the wider population that discrimination will not be tolerated.
- **Well-being & public health** – Pride events signpost mental-health resources and peer-support networks, combating rural isolation that disproportionately affects LGBTQ+ residents.
- **Civic reputation** – Continual support aligns GTC with national equalities legislation and best practice recommended by NALC and SLCC.
- **Youth engagement** – Young residents see their council championing diversity, encouraging future democratic participation.

**Therefore, Godalming Town Council resolves to:**

- a. **Publicly express its continued support** for Pride in Surrey and for the LGBTQ+ community, recognising the challenges such organisations face, particularly in the current climate of increased hostility towards LGBTQ+ individuals.
- b. **Dissociate itself from the position adopted by Surrey County Council** in relation to Pride in Surrey, making clear that Godalming Town Council does not share SCC's reasoning or its withdrawal of support.
- c. **Award an extraneous grant of £1,500** from the Emerging Projects Fund to Pride in Surrey in support of the 2025 event in Guildford, to be held on 6 September 2025, to help mitigate the impact of SCC's withdrawal and ensure continued access to the event for Godalming residents.
- d. **Encourage all Members and residents** to support and attend the event as a visible demonstration of Godalming's inclusive community spirit.
- e. **Invite the organisers of Pride in Surrey to return to Godalming in 2026** and commit to exploring suitable venues, in partnership with community groups and local businesses, to host the parade and park-event here once more.

**Supporting Note:**

- Pride in Surrey is a volunteer-led, registered CIC whose annual event attracts thousands of visitors' county-wide.
- Freedom-of-Information data reported on 1 July 2025 confirms SCC awarded Pride in Surrey £24,275 in 2024-25 and more than £140,000 since 2020. Withdrawal of this funding – together with several thousand pounds' worth of in-kind logistical support – leaves the event facing an estimated £30-40 k shortfall in 2025.
- A £1,500 GTC grant will:
  - Underwrite accessibility provisions (e.g., BSL interpreters, quiet zone).
  - Secure outreach stalls for local charities.
  - Ensure free-to-enter “pay-what-you-can” tickets remain viable.
- Bringing Pride back to Godalming in 2026 would:
  - Re-affirm GTC's leadership on equality, diversity & inclusion.
  - Deliver an estimated £100k spend in the town centre over the event weekend (based on 2021 footfall analysis).
  - Provide a focal point for inter-faith, youth and business collaboration under the banner of community cohesion.

**Where the £100 k estimate comes from — step-by-step**

Building-block	Source figure	Rationale
Unique visitors to the 2021 event in Godalming	≈ 7,500 people	Pride in Surrey's post-event media summary: <i>“the park event welcomed circa 7,500 visitors.”</i> <a href="https://prideinsurrey.org">prideinsurrey.org</a>
Average on-the-day spend per visitor that is retained locally	£10 – £15	The UK EventIMPACTS toolkit uses £10/head as a conservative worked example for free, day-trip events. <a href="https://eventimpacts.com">eventimpacts.com</a> A national benchmark (GB Day Visits Survey Q3 2023) shows £43/higher-spend leisure day trips, so £10-£15 is deliberately cautious. <a href="https://visitbritain.org">VisitBritain</a>
Derived direct spend in the town centre	$7,500 \times (\sim£13 \text{ midpoint}) \approx \text{£97,500}$	Rounded to “£100,000” for narrative clarity.

### Why the figure is reasonable (and arguably low)

- **Footfall spike corroborates the visitor count**  
Godalming's footfall counter logged **12,461 High-Street entries on Saturday 25 Sep 2021**, the busiest hour peaking at 1,694 people. [Godalming Town Council](#) That is consistent with thousands moving between the parade route, the park fields and local shops.

- **Spend categories the counters don't see**

The £10-£15/head allows for:

- Food & drink from cafés, pubs, takeaways
- Small-ticket retail (souvenirs, convenience)
- Local transport & parking
- Donations to stalls/charities

Larger items (hotel nights, contracted event suppliers) are **excluded**, so the £100 k covers only immediate high-street turnover.

- **Comparison with national averages**

At £43 average spend per leisure day-trip (VisitBritain), the *upper* bound would be **>£300 k**. The motion deliberately used the lower, defensible end of the scale to avoid over-claiming.

### 13. COMMUNICATIONS ARISING FROM THIS MEETING

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

### 14. DATE OF NEXT MEETING

The next meeting of the Policy & Management Committee is scheduled to be held in the Council Chamber on Thursday, 28 August 2025 at 7.00pm or at the conclusion of the preceding Environment & Planning Committee meeting, whichever is later.

### 15. ANNOUNCEMENTS

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





Surrey Association of Local Councils  
Eastgate House  
Dogflud Way  
Farnham  
Surrey  
GU9 7UD  
Mobile 07498884532

24<sup>th</sup> July 2025

Dear Ruth Miller and Beatrice Andrews,

**SURREY ASSOCIATION OF LOCAL COUNCIL'S (SALC) RESPONSE TO PROPOSALS FOR LOCAL  
GOVERNMENT REORGANSIATION IN SURREY CONSULTATION (17<sup>TH</sup> June 2025)**

**Category of responder: Local government organisation – other**

**Response submitted by: Sally Harman, Chief County Officer at Surrey Association of Local  
Councils**

Given the diverse geographical spread of our members across the County, each with unique local priorities and perspectives, we respectfully ask that the Minister give due consideration to their individual responses for Questions 1 to 6 of this consultation. We are not in a position to offer a collective view on their behalf for these questions.

We instead have focused our response on those questions which we feel we can respond collectively for our members.

**Question 7) Does the councils' proposal support devolution arrangements?**

We believe that under either proposed unitary model, it is critical that Parish and Town Councils are consulted at the earliest opportunity when assets and services may be withdrawn, to enable meaningful devolution to the localist level. Timely engagement ensures that community views can be properly considered, a financially sustainable and operationally robust framework can be developed, and affected Councils are given the opportunity to take on responsibilities where there is demonstrated need and sufficient means.

We remind the Minister that Parish and Town Councils are only able to raise a precept annually and must demonstrate both financial viability and adequate consultation if they are to take on devolved assets and/or services. We urge that any proposed devolution is accompanied by appropriate funding

support—such as through Community Infrastructure Levy (CIL)—to help local communities thrive, particularly in the rural areas of the County.

**Question 8) Will the councils' proposal enable stronger community engagement and deliver genuine opportunity for neighbourhood empowerment?**

We are concerned that neither proposal clearly outlines how new Unitary Authorities will collaborate meaningfully with Parish and Town Councils to support a successful **rewiring of the relationship between central and local government and with principal authorities and town and parish councils**. Without clear mechanisms for neighbourhood-level engagement, the risk is that genuine local empowerment may remain aspirational.

We refer to our letter of 20th February 2025 addressed to Minister McMahon and to the CEO and leaders of Surrey's principal Councils, in which we set out several structural recommendations to enable effective collaboration. These include: -

1. **A Charter** between Parish, Town and Community Councils and the Newly Formed Unitary(ies) establishing clear rights and responsibilities, mutual expectations, procedures and ways of working. The Charter will help avoid duplication and ensure efficiency of service delivery. Needs to be reviewing regularly and be binding.
2. **Parish Council Lead Liaison Officer** who is trained on the role of Parish and Town Councils within the County (SALC are happy to provide this training). The learnings we have been given from other existing Unitaries is that this role is critical, particularly in the early days.
3. **Create a PTC Council and Unitary Lead Focus Group**. Establish a group of sample PTCs to develop better ways of working and improvement ideas whether that be communication, highways, disaster response etc. This would be a permanent group set up for to facilitate improvements and consistency in ways of working between each new Unitary and their PTC Councils. Such roles would be rotated amongst PTC Councils over time, to ensure engagement across all PTC Councils
4. **Monthly meetings with SALC, representatives of nominated lead PTC Councils for the County and new Unitary Authority leaders**.
5. **Training support for the sector** to include courses on how to collaborate with the new Unitary Authority and process for transfer of service or assets.

Further to ongoing exploratory discussions with existing Unitary Counties, we now also request that SALC be granted representation on the Unitary Executive Committee and the Standards Board. Such inclusion would enable stronger, more consistent engagement with the PTC Council sector. In particular, SALC could support Monitoring Officers by identifying appropriate training resources and recommending mediation pathways for unresolved standards concerns, reinforcing sector transparency and the new Authority's commitment to high standards.

While the introduction of Neighbourhood Committees (NACs) within the proposal is welcomed, early insights from the Surrey pilot suggest that they may lack the necessary democratic mandate and operational clarity to deliver truly local representation and impact.

To ensure NACs meet the ambition set out by Minister McMahon, we offer the following key recommendations for their Terms of Reference and Operational Framework: -

1. **Minimum Meeting Frequency:** Define a minimum number of meetings per year to ensure meaningful engagement. We suggest NACs should meet at least every two months, be hybrid in form and open to the public.
2. **Governance Responsibility:** Clarify the officer/team responsible for managing quorum, collating items for Committee agendas including those from NAC members, recording and transparent publishing of decisions, financial monitoring, and performance tracking. Define frequency of performance review, by whom & follow up procedures for an underperforming NAC.
3. **Councillor Allocation Method:** In the interest of fairness and efficiency, we request that each PTC Council appoints a NAC member representative. Given the democratic mandate and local accountability of PTC councillors, this approach would ensure that each community retains a clear and independent voice. We further recommend that appointed representatives should not be both a member of Surrey County and any District, Borough, Town or Parish Council, to reinforce impartiality and avoid perceived conflicts of interest during any pilot phases of NACs.
4. **Decision-Making Protocols:** Establish transparent voting procedures and governance safeguards.
5. **Committee Oversight:** Define how population coverage, boundaries, and membership will be reviewed over time.
6. **Chair and Vice Chair Elections:** NAC to appoint. The Terms of Reference needs to clearly set out the process, eligibility (including both Unitary and PTC councillors), and term limits, ensuring equal voice and shared leadership. Our recommendation is that the Unitary and a representative PTC Councillor each hold a post so to ensure a partnership approach.
7. **Communication with PTCs:** Mandate reporting to all PTCs within each NAC's boundary not just Unitary Councils.
8. **Training Commitment:** Provide induction and ongoing training on NAC roles and responsibilities to its members.
9. **Evidence Integration:** Ensure a formal process for considering community consultation data from PTCs within NAC deliberations.
10. **Funding Allocation Framework:** Clarify how NACs will be funded, allocation of that funding and also allow for pooled resources for shared community priorities.
11. **Disbandment Procedures:** Include a member-led process to protect democratic accountability.
12. **Pilot NAC Workshop Engagement:** We recommend that each PTC Council within a NAC area nominates both its Proper Officer and one councillor representative to participate in workshops. This dual representation ensures a well-rounded perspective, drawing on both procedural knowledge and elected member insight.
13. **NAC Unitary Link Officer:** Must have sufficient respect and power within the new Unitary Councils so to effectively mobilise Unitary Staff to support the delivery of the NAC's agreed objectives.

Lastly, we respectfully urge that a formal consultation be undertaken with all Parish, Town, and Community Councils across the County regarding the proposed NAC Terms of Reference, core principles, and operational framework. Sector-wide engagement will be essential to building trust and ensuring long-term success.

**9) Do you have any other comments with regards to the proposed local government reorganisation in Surrey?**

We believe the government should offer greater clarity and intent in its approach to stakeholder engagement. To date, our association has felt spoken to rather than meaningfully engaged, with limited evidence that our input has been considered. This is reflected in the absence of robust partnership mechanisms we have listed in Question 8s response within the current unitary proposals.

As the representative body for Parish and Town Councils serving over 250,000 electorates, and as those closest to the needs and preferences of local communities, we would have expected a stronger commitment to bottom-up engagement. Genuine neighbourhood involvement cannot be achieved without harnessing the expertise and insight of those already embedded in local governance.

Yours sincerely,

*S Harman*

Sally Harman, Chief County Officer SALC

Signed on behalf of the Surrey Association of Local Councils Board, all serving councillors from across the County: -

Chair of SALC Cllr Chris Howard DL, Wonersh Parish Council

Vice Chair of SALC Cllr Katia Malcaus-Cooper, Windlesham Parish Council

Cllr Stuart MacLachlan, Capel Parish Council.

Cllr Mike George, Horley Town Council

Cllr Graham Alleway, West End Parish Council

Cllr Deborah Sherry, Woldingham Parish Council

## ANNEX 1 – Expression of Interest Form

### Community Asset Transfer (CAT)

#### Expression of Interest Form

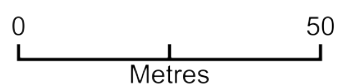
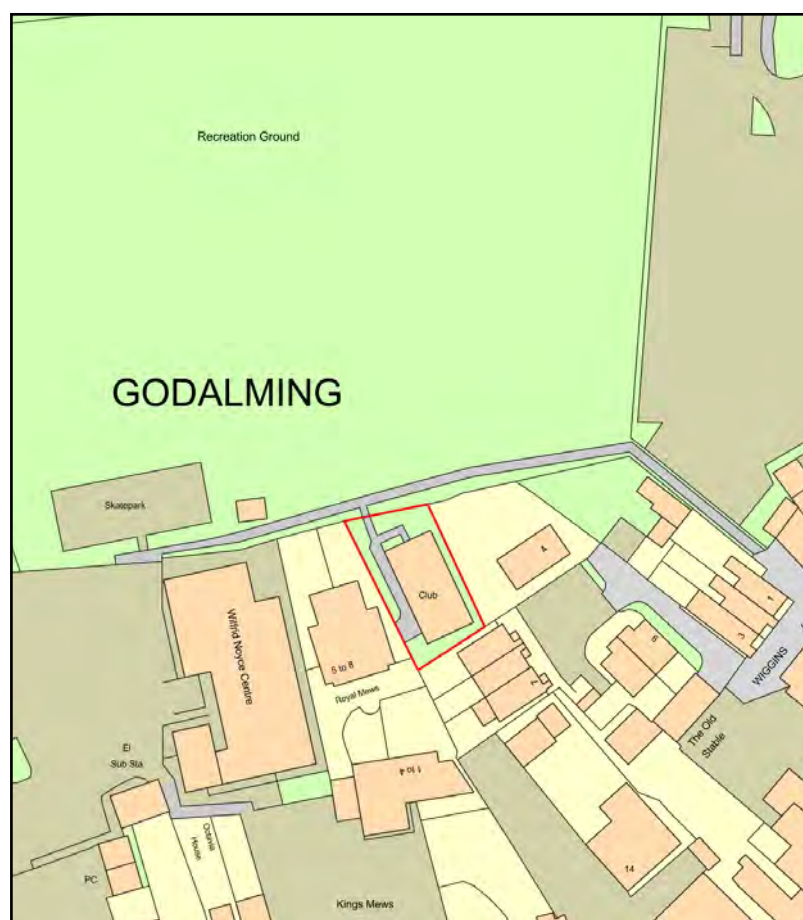
#### *The Burys Scout & Guide HQ – Godalming*

VOC's name, address and contact details	Andy Jeffery (CEO) Godalming Town Council, 107-109 High Street, Godalming, GU7 1AQ, 01484 523575 Email: <a href="mailto:townclerk@godalming-tc.gov.uk">townclerk@godalming-tc.gov.uk</a>
Please set out how your organisation qualifies as a VCO under the Council's CAT policy	As set out at Section 6 of WBC's CAT policy, Godalming Town Council Qualifies as a Town/Parish Council under the Local Government Act 1972
Address and Area in sqm of asset to be transferred (please attach a plan)	<b>Asset Name:</b> Burys Scout and Guide HQ <b>Location:</b> The Burys, Godalming, GU7 1HR <b>Location Plan:</b> attached <b>Area in sqm:</b> 334 sqm
Type of transfer requested. If applying for freehold transfer, please provide reasons why a leasehold transfer does not meet your needs.	<b>Type of Transfer Requested</b> <b>Requested Transfer Type:</b> Freehold  Godalming Town Council (GTC) is seeking a freehold transfer of the Burys Scout and Guide HQ to: <ul style="list-style-type: none"><li>• <b>Provide long-term security</b> for a well-used community asset that supports hundreds of residents weekly</li><li>• <b>Safeguard public and charitable investment</b> in the premises, including recent access improvements funded through direct GTC grants and GTC-facilitated external funding</li><li>• <b>Enhance strategic planning</b> for youth and community services, including improved eligibility for capital funding (which is often inaccessible to leaseholders)</li><li>• <b>Ensure democratic local control</b> over a key piece of civic infrastructure already supported and partially funded by GTC</li></ul> GTC's current role as the head leaseholder for other key Scouting buildings at The Wharf, Godalming, demonstrates its established commitment and capacity to support and steward youth-focused community assets. These include: <ul style="list-style-type: none"><li>• Godalming District Scouts Canoe HQ</li><li>• Surrey Scouts Canoe Section Base</li></ul> The Town Council has provided financial and in-kind support to the Burys HQ in recent years, enabling critical improvements to disabled access facilities.

<p>Outline your plans for this asset and how these fit within your organisation and the Council's corporate goals and objectives.</p>	<p>This EOI aligns with:</p> <ul style="list-style-type: none"> <li>• <b>Waverley Borough Council's Corporate Plan 2020–2025</b>, which supports community-led management and localism</li> <li>• <b>GTC's Corporate Plan 2023–2027</b>, specifically Objective S1, which includes enhancing and safeguarding youth and community infrastructure</li> </ul> <p>The Burys HQ is a vital and active hub for:</p> <ul style="list-style-type: none"> <li>• 109 youth members and 41 volunteer leaders in Guides, Brownies, Rainbows, Scouts, Cubs, and Beavers</li> <li>• Trefoil Guild and SASU (senior and support adult leaders)</li> <li>• Broader community use including Singalingo (under-5s group), yoga and ballet classes, Townswomen's Guild, Halow Project (young adults with disabilities), Spectrum Space and National Autistic Society, and other local support groups and users</li> </ul> <p>The asset supports <b>inclusion, wellbeing, intergenerational learning, and volunteer-led development</b>—an ethos strongly shared by GTC.</p> <p>GTC intends to retain and respect the current lease terms between WBC and The Burys Scout &amp; Guide HQ Management Committee and to continue working collaboratively to update those terms appropriately as freeholder.</p>
<p>Evidence that your organisation is able to manage the asset effectively including financial details, staffing, expertise etc (refer to CAT policy)</p>	<p>Godalming Town Council:</p> <ul style="list-style-type: none"> <li>• Manages over £20 million in community assets</li> <li>• Operates with an annual revenue of £1.18 million and reserves of £1.4 million</li> <li>• Employs 19.12 FTE staff, including a qualified in-house facilities team</li> <li>• Has delivered major capital schemes, including: <ul style="list-style-type: none"> <li>◦ Crown Court public toilets redevelopment (£230,000, 2024–25)</li> <li>◦ Refurbishment and reopening of Broadwater Youth Centre (2022)</li> <li>◦ Restoration of the 15th-century Godalming Museum/Council building (2020)</li> </ul> </li> </ul> <p>GTC has a <b>proven track record in asset management, community liaison, and governance</b>, and currently provides <b>support to scouting infrastructure</b> elsewhere in the town through head leaseholder responsibilities.</p>

<p>List of any other stakeholder groups with an interest in this asset</p>	<p>The Burys Scout &amp; Guide HQ serves a wide and diverse community, including:</p> <ul style="list-style-type: none"> <li>• Guides, Brownies, Rainbows, Scouts, Cubs, Beavers</li> <li>• Trefoil Guild, Scout Active Support Unit (SASU), Scout Shop</li> <li>• Local voluntary groups, support services, and community classes</li> <li>• Users supporting autism awareness, education, and inclusion</li> </ul> <p><b>Confirmation of Stakeholder Support</b>  As confirmed in an email from the Burys HQ Management Committee (14 July 2025):  “The Burys HQ Management Committee would be delighted if Godalming Town Council took over the Freehold of the Burys Scout and Guide HQ”</p>
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# The Burys Scout & Guide HQ



Plan Produced for: Godalming Town Council  
Date Produced: 28 Jul 2025  
Plan Reference Number: TQRQM25209155230379  
Scale: 1:1250 @ A4



## ANNEX 1 – Expression of Interest Form

### Community Asset Transfer (CAT)

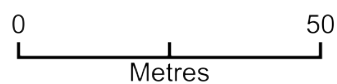
#### Expression of Interest Form

*Ockford Ridge Scout & Guide HQ – Seymour Road - Godalming*

VOC's name, address and contact details	Andy Jeffery (Town Clerk) Godalming Town Council, 107-109 High Street, Godalming, GU7 1AQ, 01484 523575 Email: <a href="mailto:townclerk@godalming-tc.gov.uk">townclerk@godalming-tc.gov.uk</a>
Please set out how your organisation qualifies as a VCO under the Council's CAT policy	As set out at Section 6 of WBC's CAT policy, Godalming Town Council Qualifies as a Town/Parish Council under the Local Government Act 1972
Address and Area in sqm of asset to be transferred (please attach a plan)	<b>Asset Name:</b> Ockford Ridge Scout and Guide HQ <b>Location:</b> Seymour Road, Godalming, GU7 <b>See Location Plan:</b> attached <b>Area in Sqm:</b> 416sqm  <b>Current Tenure</b> <ul style="list-style-type: none"><li>• <b>Freehold Ownership:</b> Land owned by Waverley Borough Council</li><li>• <b>Leaseholder:</b> Trustees of the Ockford Ridge Scout and Guide HQ Management Committee</li><li>• <b>Lease Term:</b> 99 years from 1961</li><li>• <b>Buildings:</b> Owned by the Management Committee</li></ul>
Type of transfer requested.  If applying for freehold transfer, please provide reasons why a leasehold transfer does not meet your needs.	<b>Rationale for Freehold Transfer</b> Godalming Town Council (GTC) seeks the freehold transfer of the land at Seymour Road currently leased to the Ockford Ridge Scout and Guide HQ Management Committee in order to: <ul style="list-style-type: none"><li>• Safeguard this high-value community asset for future generations</li><li>• Ensure that decisions concerning the use, development, or potential disposal of the land are made at the local level, by a democratically accountable council</li><li>• Support the continued operation and future improvement of the buildings, while maintaining protection of the site for community and youth-focused use</li></ul> Although the building itself is owned and maintained by the Management Committee, the land remains in the freehold ownership of WBC. Transferring the freehold to GTC would:
Outline your plans for this asset and how these fit within your organisation and the Council's corporate goals and objectives.	The proposed transfer supports: <ul style="list-style-type: none"><li>• <b>Waverley Borough Council's Corporate Plan 2020–2025</b>, which encourages local decision-making and community-led management of assets</li><li>• <b>Godalming Town Council's Corporate Plan 2023–2027</b>, Section S1, which prioritises the</li></ul>

	<p>protection of local infrastructure that supports young people, families, and voluntary groups</p> <p>While GTC has no intention of altering existing lease or occupancy arrangements, the freehold transfer will:</p> <ul style="list-style-type: none"> <li>• Enable continued delivery of youth services and broader community activities</li> <li>• Provide greater certainty and resilience for future strategic planning</li> <li>• Embed the land within a locally governed structure, ensuring accountability and responsiveness to community needs.</li> </ul>
<p>Evidence that your organisation is able to manage the asset effectively including financial details, staffing, expertise etc (refer to CAT policy)</p>	<p>Godalming Town Council:</p> <ul style="list-style-type: none"> <li>• Manages over £20 million in public assets</li> <li>• Has an annual revenue budget of £1.18 million and reserves of £1.4 million</li> <li>• Employs 19.12 FTE staff, including a qualified estates and facilities management team</li> <li>• Oversees multiple community assets including: <ul style="list-style-type: none"> <li>◦ Wilfrid Noyce Centre</li> <li>◦ Broadwater Youth Centre</li> <li>◦ Community toilet refurbishment (Crown Court, 2024–25)</li> </ul> </li> <li>• Is head leaseholder of other Scout properties at The Wharf, demonstrating strong partnerships with local youth organisations</li> </ul> <p>GTC is <b>financially stable</b>, has a proven track record of good governance, and is <b>committed to local service delivery and stewardship of community infrastructure</b>.</p>
<p>List of any other stakeholder groups with an interest in this asset</p>	<p>The Wilfrid Noyce Centre is a cornerstone of community life in Godalming, supporting:</p> <ul style="list-style-type: none"> <li>• Youth and children's clubs</li> <li>• Health and wellbeing groups</li> <li>• Cultural activities and choirs</li> <li>• Markets, festivals and civic events</li> <li>• A warm, accessible venue for vulnerable residents during periods of crisis (e.g., cost-of-living or extreme weather)</li> <li>• It is also a key venue for <b>inclusive programming</b>, with universal access, gender-neutral facilities, and flexible space for multi-generational activity. Freehold transfer will help secure its future as a <b>permanently community-owned facility</b>.</li> </ul>

## Ockford Ridge Scout & Guide HQ - Seymour Rd. GU7 2LE



Plan Produced for: Godalming Town Council

Date Produced: 28 Jul 2025

Plan Reference Number: TQRQM25209154909129

Scale: 1:1250 @ A4

## ANNEX 1 – Expression of Interest Form

### Community Asset Transfer (CAT)

#### Expression of Interest Form

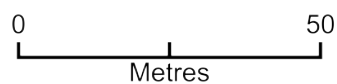
*Godalming Bandroom and Rangers Station, Broadwater Park,  
Summers Road, Godalming - Godalming*

VOC's name, address and contact details	Andy Jeffery (Town Clerk) Godalming Town Council, 107-109 High Street, Godalming, GU7 1AQ, 01484 523575 Email: <a href="mailto:townclerk@godalming-tc.gov.uk">townclerk@godalming-tc.gov.uk</a>
Please set out how your organisation qualifies as a VCO under the Council's CAT policy	As set out at Section 6 of WBC's CAT policy, Godalming Town Council Qualifies as a Town/Parish Council under the Local Government Act 1972
Address and Area in sqm of asset to be transferred (please attach a plan)	<b>Asset Name:</b> Band Room and Rangers Station <b>Location:</b> Broadwater Park, Summers Road, Godalming, GU7 3BH <b>Freehold Ownership:</b> Waverley Borough Council <b>Location Plan:</b> attached <b>Area:</b> 879sqm  <b>Current Tenure</b> <ul style="list-style-type: none"><li>• <b>Freeholder:</b> Waverley Borough Council</li><li>• <b>Bandroom:</b> Leased to the Godalming Band</li><li>• <b>Rangers Station:</b> Historically used by Waverley Borough Council's Ranger Service</li></ul>
Type of transfer requested.  If applying for freehold transfer, please provide reasons why a leasehold transfer does not meet your needs.	<b>Requested Transfer Type:</b> Freehold (Band Room and Rangers Station)  <b>Rationale for Freehold Transfer</b> Godalming Town Council (GTC) seeks the freehold transfer of the <b>Band Room and Rangers Station buildings</b> at Broadwater Park in order to: <ul style="list-style-type: none"><li>• <b>Safeguard the long-term home of Godalming Band</b>, a highly valued local institution established in 1937 that plays a key role in the cultural, civic and youth life of the town.</li><li>• <b>Support strategic community infrastructure planning</b>, by aligning the buildings with GTC's adjacent landholding at Broadwater park Youth &amp; Community Centre.</li><li>• <b>Ensure community-based decisions</b> regarding the future use of both buildings, especially in the context of local government reorganisation and shifting service footprints</li></ul>

	<p>The Band Room is actively used and maintained under lease by Godalming Band, who provide structured music opportunities for both adults and young people, perform at civic events, and contribute to Godalming’s cultural identity. GTC has met with the Godalming Band Management Committee, who are supportive of this Expression of Interest.</p> <p>The <b>Rangers Station</b>, while once a regular base for WBC’s ranger service, has seen a reduction in use. With the future role and location of ranger operations under review as part of wider <b>Local Government Reorganisation (LGR)</b>, the long-term future of this facility is uncertain.</p> <p>GTC wishes to:</p> <ul style="list-style-type: none"> <li>• Take freehold ownership of the site and <b>lease back the Rangers Station to WBC</b> on appropriate terms for as long as it is required for ranger activity</li> <li>• <b>Retain flexibility</b> to support a future expansion of the Band Room should WBC ultimately vacate the Rangers Station</li> </ul> <p>This approach ensures <b>continuity of service</b>, while protecting and enhancing community benefit over the long term.</p>
Outline your plans for this asset and how these fit within your organisation and the Council’s corporate goals and objectives.	<p>The proposal directly supports:</p> <ul style="list-style-type: none"> <li>• <b>Waverley Borough Council’s Corporate Plan 2020–2025</b>, particularly themes of community empowerment, cultural support, and local collaboration</li> <li>• <b>Godalming Town Council’s Corporate Plan 2023–2027</b>, Objective S1, which includes protecting and enhancing civic and cultural assets and working proactively with voluntary groups</li> </ul> <p>This asset sits immediately adjacent to <b>existing GTC freehold land at Broadwater</b>, and its transfer would:</p> <ul style="list-style-type: none"> <li>• Enable <b>coordinated site management and development</b></li> <li>• Support <b>GTC’s existing cultural programming and voluntary partnerships</b></li> <li>• Provide the physical infrastructure to <b>support future community growth and activity</b> at Broadwater</li> </ul> <p>GTC’s immediate intention is to preserve and respect current usage—through the continuation of Godalming Band’s lease and the proposed leaseback arrangement for the Rangers Station—while securing a structure that is <b>flexible, community-led, and future-ready</b>.</p>
Evidence that your organisation is able to manage the asset effectively including	<p>Godalming Town Council:</p> <ul style="list-style-type: none"> <li>• Operates with over £20 million in assets, an annual revenue of £1.18 million, and reserves of £1.4 million</li> </ul>

<p>financial details, staffing, expertise etc (refer to CAT policy)</p>	<ul style="list-style-type: none"> <li>• Employs 19.12 FTE staff, including a dedicated in-house facilities management team</li> <li>• Has extensive experience delivering capital projects, including:</li> <li>• The £230,000 Crown Court public toilet renovation (2024–25)</li> <li>• The conversion of a 15th-century listed building into council offices (2020)</li> <li>• Refurbishment of a community hall into a Youth Centre (2022)</li> </ul> <p>Maintains robust financial governance (as per Standing Orders and Financial Regulations).</p> <p>GTC is <b>already responsible for the surrounding land at Broadwater Youth and Community Centre</b>, has the capacity to integrate the Band Room and Rangers Station within its asset portfolio, and is well-placed to work in partnership with both the Godalming Band and WBC ranger service to ensure a smooth and productive transition.</p>
<p>List of any other stakeholder groups with an interest in this asset</p>	<ul style="list-style-type: none"> <li>• <b>Godalming Band</b>, including both adult and youth sections</li> <li>• <b>Waverley Borough Council’s Ranger Service</b></li> <li>• <b>Residents of Farncombe and Godalming</b>, who benefit from the band’s performances and educational opportunities</li> <li>• <b>Local voluntary groups</b> that partner or perform with the Band</li> </ul> <p><b>Confirmation of Stakeholder Support</b></p> <p>Godalming Town Council has held meetings with the <b>Godalming Band Management Committee</b>, who have <b>expressed their full support</b> for GTC submitting this Expression of Interest and taking on the freehold ownership of the Bandroom and Rangers Station buildings.</p>

## Godalming Bandroom & Rangers Station










Plan Produced for: Godalming Town Council

Date Produced: 28 Jul 2025







Plan Reference Number: TQRQM25209155614516






Scale: 1:1250 @ A4

10a. GTC LOCAL GOVERNMENT REORGANISATION – COMMUNITY ASSET TRANSFERS WISHLIST & PRIORITY





Asset Name	Current Tenure	Desired Tenure	Asset Type	WBC Ward	Other Interested Parties	Action Required	Current Status	Finance	Priority
<b>The Burys Field</b>	WBC Managed	Freehold	Community	Central & Ockford	None listed	Business case submitted	Due WBC Executive Autumn 2025	Day to day operating costs already within existing budget and staff structure	 Tranche 1
<b>Canon Bowring Recreation Ground</b>	WBC Managed	Freehold	Community	Farncombe & Catteshall	None listed	Business case submitted	Due WBC Executive Autumn 2025	Day to day operating costs already within existing budget and staff structure	 Tranche 1
<b>Charterhouse Green</b>	WBC Managed	Freehold (registered common-land)	Community	Binscombe & Charterhouse	None listed	Business case submitted	Due WBC Executive Autumn 2025	Day to day operating costs already within existing budget and staff structure	 Tranche 1
<b>Lamas land Adjacent Bridge House</b>	WBC Managed	Freehold (registered common-land)	Community	Farncombe & Catteshall	None listed	Business case submitted	Due WBC Executive Autumn 2025	Day to day operating costs already within existing budget and staff structure	 Tranche 1
<b>Crown Court Public Toilets</b>	Leased from WBC	Freehold	Public Realm	Central & Ockford	None listed	Write Business Case if EOI accepted	EOI submitted 18 July 2025	Day to day operating costs already within existing budget and staff structure	 Tranche 2
<b>Farncombe North Street Public Toilets</b>	Leased from WBC	Freehold	Public Realm	Farncombe & Catteshall	None listed	Write Business Case if EOI accepted	EOI submitted 18 July 2025	Day to day operating costs already within existing budget and staff structure	 Tranche 2
<b>Wilfrid Noyce Centre</b>	Leased from WBC	Freehold	Community	Central & Ockford	None listed	Write Business Case if EOI accepted	EOI submitted 18 July 2025	Day to day operating costs already within existing budget and staff structure	 Tranche 2



<b>Godalming &amp; Villages Community Store</b>	Licenced to GTC	Long Lease	Community	Farncombe & Catteshall	Godalming & Villages Community Store	Write Business Case if EOI accepted	EOI submitted 18 July 2025	Support to Community Store maintenance already within existing budgets and staffing structure – nominal rental income	 Tranche 2
<b>Burys Scout &amp; Guide HQ</b>	Leased to third party	Freehold	Community	Central & Ockford	Godalming Scouts & Guides	EOI to be submitted to WBC	Support of Leaseholder obtained, EOI written	Nominal expenditure on building compliance potentially offset by lease rental.	 Tranche 3
<b>Seymour Road Scout &amp; Guide Building</b>	Leased to third party	Freehold	Community	Central & Ockford	Godalming Scouts & Guides	EOI to be submitted to WBC	Support of Leaseholder obtained, EOI written	Nominal expenditure on building compliance potentially offset by lease rental.	 Tranche 3
<b>Godalming Band Room</b>	Leased to third party	Freehold	Community	Farncombe & Catteshall	Godalming Band	EOI to be submitted to WBC	Support of Leaseholder obtained, EOI written	Nominal expenditure on building compliance potentially offset by lease rental.	 Tranche 3
<b>Bus Shelters &amp; Public Benches</b>	Managed by WBC	Ownership Transfer	Public Realm	All Wards	SCC	Audit required to confirm scope	Possible SCC coordination required	WBC requested to confirm position relating to their request in April 2024 for GT to take on ownership of Bus shelters. By default GTC already maintains public benches.	 Tranche 3
<b>Farncombe Day Centre</b>	Leased to third party	Freehold or Long Lease	Community	Farncombe & Catteshall	Farncombe Day Centre Trustees	Discuss options with trustees and legal clarity from WBC	High Community Value Needs stakeholder consensus	Initial discussion meeting with trustees to be arranged	 Tranche 4

<b>Borough Hall Complex (inc. WhatNext?, Stonehouse etc.)</b>	Managed by WBC	Freehold	Community	Central & Ockford	WhatNext?, Borough Hall Users	Needs comprehensive asset plan and occupier consultation and property condition survey	High Community Value Major project, resource intensive. At Risk Level potentially high	Initial Discussion to be arranged with portfolio holder	 Tranche 4
<b>Old Print Room (CAB)</b>	Managed by WBC	Freehold	Community	Central & Ockford	Citizens Advice	Identify ongoing needs and property condition survey	Positive community case needed – possible rental income. At Risk Level potentially high	Initial Discussion to be arranged with portfolio holder	 Tranche 4
<b>Phillips Memorial Park</b>	Managed by WBC	Freehold	Community	Central & Ockford	GTC	Identify maintenance requirements and costs	High Community Value. At Risk Level potentially low.		 Tranche 4
<b>Crown Court Pedestrian Area</b>	Licenced to GTC	To Be Confirmed	Public Realm	Central & Ockford	SCC, adjoining property owners	Clarify desired tenure with stakeholders	High Community Value Complex shared interest. At Risk Level potentially low		 Tranche 4
<b>Holloway Hill Recreation Ground</b>	Leased to third party	Freehold	Community	Holloway	Multiple local clubs & associations	Complex stakeholder mapping and WBC discussions – Legal protection to be determined	High Community Value. At Risk Level potentially low		 Tranche 4

### Legend for Traffic Light System (Priority of Resource)

-  **EOI Submitted**– Tranche 1
-  **Low Complexity** – Likely low resistance, but timing or value moderate – Tranche 2 submission – P&M 17 Jul 25.
-  **Medium Complexity** – Clear opportunity but needs stakeholder agreement or preparatory work – Tranche 3 submission – P&M 28 Aug 25.
-  **High Complexity** – Multiple stakeholders, high community value – Tranche 4 submission – P&M 8 Jan 26.

### Recommendations

1. **Legal Review Needed:** For third-party leases and ambiguous tenure (e.g. Crown Court Pedestrian Area, Holloway Hill, Borough Hall, FDC).
2. **Stakeholder Mapping:** Establish clear contacts with community partners (especially where “other interested parties” exist).
3. **Status Tracker:** Create internal tracker to reflect live updates and steer member briefings.

# Site Notes



Inspection Date: Monday 28th of July 2025

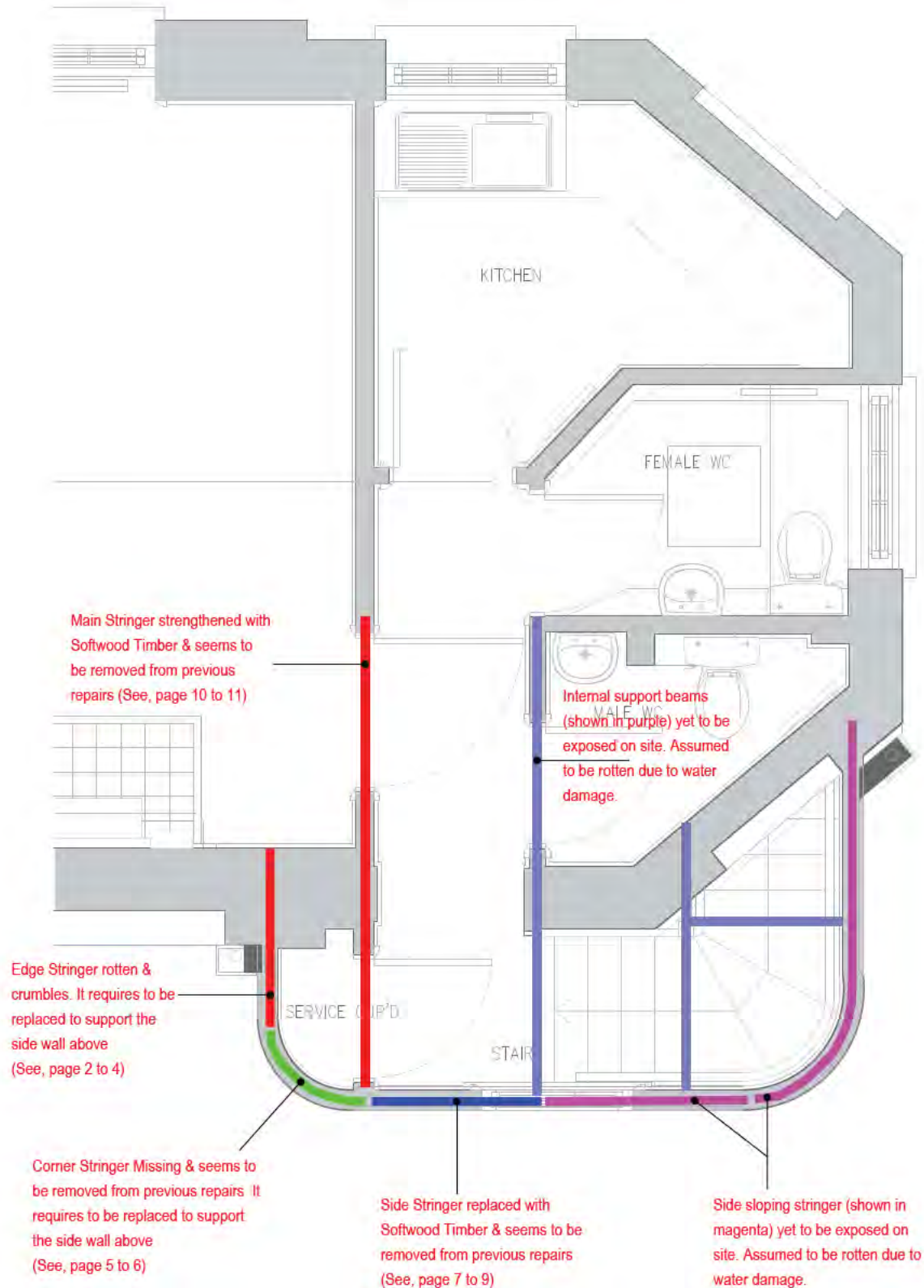
Inspection By: AM @ AKS Structures

Site Location: The Pepperpot, High Street, Godalming

Project No: LNS1032-127

Issued To: Drake & Kannemeyer LLP

Site Report No: LNS1037-127-SV-R-04





# Site Notes



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## GODALMING TOWN COUNCIL

Disclosure by a Member<sup>1</sup> 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]<sup>2</sup> [a registerable interest (non-pecuniary interest)]<sup>3</sup> 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** \_\_\_\_\_

<sup>1</sup> "Member" includes co-opted member, member of a committee, joint committee or sub-committee

<sup>2</sup> 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

<sup>3</sup> A registerable interest (non-pecuniary interest) is defined by Section 9 of the Godalming Members' Code of Conduct.