

## **PARISH OF GODALMING**

### **MINUTES OF AN EXTRAORDINARY MEETING OF THE TOWN COUNCIL**

#### **OF THE PARISH OF GODALMING HELD**

**ON THURSDAY, 8 JANUARY 2026**

\* Town Mayor (Cllr Crooks)  
\* Deputy Town Mayor (Cllr Kiehl)

* Councillor Adam	# Councillor Marshall
* Councillor Crowe	* Councillor Martin
* Councillor C Downey	* Councillor PMA Rivers
* Councillor S Downey	* Councillor PS Rivers
* Councillor Duce	* Councillor Steel
* Councillor Follows	* Councillor Thomson
* Councillor Heagin	* Councillor Weightman
* Councillor Holliday	* Councillor Williams

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

#### **467. MINUTES**

The Minutes of the meeting of the Council held on 11 December 2025 were signed by the Mayor as a correct record.

#### **468. APOLOGIES FOR ABSENCE**

Apologies for absence were received and recorded as above.

#### **469. 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.

#### **470. 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.

#### **471. QUESTIONS BY MEMBERS**

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

#### **472. OFFICIAL ANNOUNCEMENTS, LETTERS, ETC**

There were none.

#### **473. AUTHORISATION OF THE CHIEF EXECUTIVE OFFICER**

The following resolution was passed nem con.

THAT THE CHIEF EXECUTIVE OFFICER 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.

474. DATE OF NEXT MEETING

The date of the next Full Council meeting is scheduled to be held in the Council Chamber on Thursday, 12 February 2026 at 6.30pm.

475. ANNOUNCEMENTS

There were no announcements.

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) 10 BY REASON OF THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED - LEGALLY PRIVILEGED INFORMATION AND AGENDA ITEM 11 – STAFFING MATTERS

476. TRANSFER OF LAND FROM WAVERLEY BOROUGH COUNCIL

The Mayor invited Cllr Heagin, as Chair of the Local Government Reorganisation (LGR) Group, to introduce the item and address the Council.

Members received a summary of the background to the proposed Heads of Terms received from Waverley Borough Council for the transfer of three areas of land to Godalming Town Council, namely:

- Canon Bowring Recreation Ground in Farncombe;
- Lammas Lands at Charterhouse Green; and
- Lammas Lands adjacent to Bridge Gate House, Bridge Road.

Council placed on record its appreciation for the extensive work undertaken by the LGR Group, together with Officers of both Godalming Town Council and Waverley Borough Council, in reaching this stage of the process. Members were advised that the Heads of Terms reflected what had been anticipated through earlier discussions and that no issues had been identified which would give rise to concern regarding the Town Council's capacity to manage and maintain the assets going forward.

Members were also informed of the anticipated legal, valuation and surveyor costs associated with progressing the transfers.

Following consideration, Members resolved to approve the following:

- a. The Heads of Terms, (attached to the record minutes), for the transfer from Waverley Borough Council to Godalming Town Council of:
  - o Canon Bowring's Recreation Ground, Farncombe;
  - o Lammas Lands at Charterhouse Green; and
  - o Lammas Lands adjacent to Bridge Gate House, Bridge Road.

- b. The Chief Executive Officer be authorised to instruct Godalming Town Council's solicitors to progress the legal conveyancing required to complete the transfers in accordance with the approved Heads of Terms.
- c. That all associated legal, valuation and surveyor costs, including third-party legal costs, be met by Godalming Town Council and funded from the Local Government Reorganisation Reserve.

The Mayor subsequently sought an update on the position of other community assets being considered as part of the LGR process. In response, the Chair of the LGR Group advised that work was ongoing and that it was anticipated that further Heads of Terms relating to additional assets would be brought before Members in February.

Members then considered how residents might best be informed of the progress achieved by the Town Council in securing community assets, alongside the challenges in respect of those assets identified as Tranche 4. Following discussion, it was agreed that revisions to draft explanatory text would be brought forward for further consideration on 29 January.

#### 477. STAFFING MATTERS

The Chair of the Staffing Committee provided a confidential update on staffing matters.

Members were informed that regarding the return from maternity leave of a member of the Museum staff, this was anticipated to take place in April. It was reported that a flexible working arrangement had been agreed, and that this would necessitate the recruitment of a part-time Education & Outreach Officer to support the Museum's work.

Members were advised that recruitment would also be required to replace a Museum Assistant who would be leaving the Council's employment after three years of service. The Chair recorded the Council's thanks to the member of staff for her service and wished her well for the future.

It was further reported that the Assistant Curator's secondment from the National Trust would conclude in February. Members noted that there would be a period between the end of the secondment, the return from maternity leave and the completion of recruitment, during which some adjustment to service delivery within the Museum may be required.

With regard to the Youth Service, Members were advised that arrangements had been identified to support service continuity during a period of maternity leave affecting a member of staff.