Minutes of the Haslemere Town Council Meeting held at 7pm on

Thursday 18th January2018

Council Chamber, Town Hall, High Street, Haslemere

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| **Mayor** | \* Cllr M Carter  |
| **Deputy Mayor** | \*Cllr D Round |
| **Councillors** | \*Abeysundara \*Arrick, \*Barton, \*Blades, \*Bradley, \*Dear, \*Dover Edwards, Ford, Hall, Hewett, \*King, \*Odell \*Peel, \*Piper, Rodgers |

\* present

The meeting was clerked by the Town Clerk, Lisa O’Sullivan. Also present one member of the public.

Before the meeting prayers were said by Rev David Muskett of Haslemere Methodist Church.

1. **APOLOGIES FOR ABSENCE**

Cllrs Hall, Hewett.

1. **DISCLOSURE OF INTERESTS**

None.

1. **DISPENSATIONS**

None.

1. **QUESTIONS BY THE PUBLIC**

None.

1. **REPRESENTATIONS BY EXTERNAL BODIES**

County Councillor Hampson and Harmer send their apologies.

1. **MINUTES OF THE LAST MEETING**

**RESOLVED**: – That the minutes of the meeting held 16th November 2017 and any recommendations therein be adopted.

1. **GRANT APPLICATION – HASLEMERE HARES**

The Mayor stated that he had ‘called in’ this application so that all Councillors could have the chance to debate it. He reminded Councillors that the Mayor’s charities had received around £11k from the Haslemere Hogs initiative in 2017.

Cllr Dear asked whether the Council could be a ‘platinum sponsor’ if it donated £2k. Brian Howard, project leader, stated that was up for discussion.

A discussion took place regarding this project and the following points were made:

Cllr Abeysundara raised the point that the project is for the whole Town - many organisations benefitted from the raised funds and we should think of the grant more of an investment into the Town.

Cllr King had concerns that the Haslemere Hares comes too soon after last year’s Hogs, would the project benefit from a gap-year?

Cllr Odell noted that it had not yet been decided which charities would benefit from the Hares initiative.

Cllr Piper asked whether Mr Howard would be back next year looking for another £2k, which he confirmed he would not.

Council was reminded that in 2017 Mr Howard had requested £1000, which the Council had decided to raise to £1k.

**RESOLVED**: That the Haslemere Hares initiative is awarded £1k. March Grants committee to decide whether or not another £1k is awarded at its March meeting, once other grant applications have been heard.

1. **COMMUNICATION FROM TOWN MAYOR**

Cllr Carter directed Members to his previously circulated report.

Closure of Banks – No further updates have been received from, NatWest. Issues with only one cash point left in town and no facilities for the elderly, infirm or disabled. Cllr Peel confirmed that she has approached Waitrose regarding the possibility of an ATM.

A discussion has taken place with the Chamber of Trade concerning this issue.

Youth Campus – There is no firm news on this site, discussions have been taking place within Waverley Borough Council but we have yet to receive a final decision.

Cllr Barton feels that this is taking far too long and is unfair on the groups located there who face an uncertain future, can we put some pressure on to WBC to come up with a solution?

Town Clerk to contact Tom Horwood at WBC over ownership of the land where the Youth campuses are located.

Could Haslemere become more dementia friendly? This is to be put on the agenda for the next Council meeting.

1. **TOWN CLERK’S REPORT**

WBC have taken on board the issues regarding permitted development and have asked other councils for their observations. This is part of a recent effort by WBC to share information and listen to towns and parishes. Town Clerk to attend an economic development and senior officers meeting at WBC on 19th Feb.

The office will be closed for the 29th & 30th January to review and destroy, where appropriate, hard copy documentation in order to comply with the new General Data Protection Regulation that comes into effect May 2018.

1. **FINANCIAL MATTERS**

**RESOLVED:** That the schedule of payments as detailed in the Cashbook printouts for months 8 & 9 and any variances in the Council’s accounts are approved.

1. **INTERNAL AUDIT’S INTERIM REPORT**

The internal audit has now been completed for the end of 2017.

**RESOLVED**: The Clerk to adopt the auditor’s recommendations by the end of the financial year. To be put on the agenda for the next F&A Meeting.

1. **BUDGET 2018-2019**

A final draft budget and report have been circulated with the agenda, Cllr Piper highlighted that in order to balance the budget the precept has been raised by £44,585 to £308,858, this increase equates to 16.9% or £5.84 per annum per equivalent Band D household.

There was some discussion regarding the current situation of the increased business rate for the Town Hall and toilets, this is currently being addressed by the Public Toilets Working Party.

**RESOLVED:** The 2018-2019 budget is approved and the Town Clerk is authorised to instruct WBC to raise £308,858 via the precept.

* WW1 proposal

A discussion took place regarding plans for the WW1 Commemoration, Cllr Dear suggested that if the bench was adopted then it should have some wording relevant to Haslemere on it. Council to agree finer details of projects at later date.

**RESOLVED**: The proposal for WW1 as appended to the Agenda is adopted with an agreed maximum budget of £3500.

1. **MEETINGS CALENDAR**

**RESOLVED**: The calendar of meetings for 2018-2019 is adopted.

1. **FINANCIAL RISK ASSESSMENT**

The Risk Management Assessment documented was circulated with the agenda.

**RESOLVED**: That the Risk Management Assessment circulated with the agenda is approved.

1. **ASSET REGISTER**

The Town Clerk has reviewed the asset register.

**RESOLVED**: The Asset register at Appendix 11 is agreed. Town Clerk to review Town Hall valuation and taken to next F&A committee.

1. **DOCUMENT RETENTION POLICY**

The Council needs to retain documentation for audit purposes, staff management, tax liabilities and the eventuality of legal disputes proceedings.

**RESOLVED**: The Document Retention policy is adopted.

1. **WORKING PARTY UPDATES**

Public Toilets – No change in business rates issue, the working party is looking at options to resolve this.

**RESOLVED**: A recommendation of the business rate issue to be brought to the next Full Council Meeting

1. **MINUTES OF COMMITTEE MEETINGS**

**RESOLVED**: the minutes of the following meetings and any recommendations therein, not already made under delegated authority, are adopted.

Planning & Highways Committee 7th December 2017, 4th January 2018

Amenities Committee 14th December 2017

Staffing 14TH December 2017

Grants Committee 11th January 2018

1. **TABLE TENNIS TABLES – LION GREEN**

Cllr Round would like to congratulate Pippa for her hard work that has gone into this project. Some debate took place on the validity of the project;

Cllr Barton supports this project and would like to see this happen this financial year so the tables can be purchased prior to summer months.

Cllr Piper suggests that we initially buy 1 table however Cllr Odell noted that all but £1500 funding for the project has already been sourced.

There was some debate over where the bats and balls would come from. Cllr Abeysundara noted that the football posts are used and people bring their own footballs.

It was proposed that more thought be given to the execution of this project with examples of where this works in practice.

**RESOLVED**: The Amenities Committee to be delegated to take the project forward with a maximum contribution of £1500 from the Haslemere Town Council Community Fund.

1. **REPORTS FROM TWIN HATTED MEMBERS**

Cllr Piper reported that LP1 will be agreed in the next couple of weeks with LP2 going for consultation in February.

Cllr Round reported that he had attended the Local Area Committee meeting and received updates on SGN proposals, Cil and SCC gritting plans. He will share what he can once he receives it. Cllr Round reminded all ward councillors to check the local salt bins.

1. **REPORTS FROM REPRESENTATIVES**

Council noted the reports from Cllr Bradley (League of Friends) and Cllr Blades (Haslemere United Charites). Cllr Bradley to discuss with Cllr Dover why Haslemere LoF is not a member of Attend.

1. **TOWN COUNCIL EMAIL AND WEBSITE PROVISION**

The Working Party met with the Council’s IT support provider and talked through the options for resolving the current issues.

**RESOLVED**: The web and email implementation as is approved as per the recommendation in the report appended to the Agenda.

Council notes that there may be an increase to the £2881.64 cost if the remote mailbox work takes longer than anticipated.

Meeting finished 8.40pm

Signed……………………………………..

Chairman of Meeting

Date………………………………………..