



# HASLEMERE TOWN COUNCIL

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Minutes of the Haslemere Town Council Meeting held at 7pm on  
Thursday 19<sup>th</sup> March 2020  
Council Chamber, Town Hall, High Street, Haslemere

<b>Mayor</b>	*Cllr J Robini
<b>Deputy Mayor</b>	*Cllr S Dear
<b>Councillors</b>	Arrick *Barton, Cole, *Davidson, *Dullaway, *Ellis Hewett, Isherwood, Keen, *Lloyd, *Matthes, *Nicholson *Odell, *Round, Weldon, *Whitby

\* present

The meeting was clerked by the Town Clerk, Lisa O'Sullivan. One member of the public was present.

Reverend David Muskett gave his apologies for the saying of prayers.

## **22/20 APOLOGIES FOR ABSENCE**

Due to coronavirus concerns the following councillors did not attend the meeting: Arrick, Cole, Hewett, Isherwood, Keen, Weldon.

## **23/20 DISCLOSURE OF INTERESTS**

None declared.

## **24/20 DISPENSATIONS**

None required.

## **25/20 QUESTIONS BY THE PUBLIC**

None.

## **26/20 REPRESENTATIONS BY EXTERNAL BODIES**

None.

## **27/20 MINUTES OF LAST MEETING**

**RESOLVED:** That the minutes of the meeting held 23<sup>rd</sup> January 2020 are approved and signed as a true record.

## **28/20 MAYORS UPDATE**

The Mayor reported that, understandably, engagements are tailing off however he had attended some notable ones recently. The Annual Town Meeting, followed by volunteer awards, was a success, thanks to everyone who attended and the staff for organising.

The Neighbourhood Plan consultation is underway, all households have had leaflets delivered.

The office is preparing for remote working should it become necessary.

### **29/20 SANG UPDATE 6**

Council agreed to bring this item forward.

The councillors Dullaway and Davidson had both modelled how the endowment could be used to pay for the maintenance of the SANG going forward. Several councillors spoke in favour of the Council taking over this key site within Haslemere. Cllr Dear to let the Clerk have some snagging issues with the proposed lease.

**RESOLVED:** That Council enters into the lease to manage the SANG in perpetuity return for the endowment of £287,000.

### **30/20 CLERKS UPDATE**

The Clerk's Report had been distributed to the Council prior to the meeting and was noted. The Clerk reported the Haslemere Herald has cut its freelance budget across all 150 titles and Bea Philpotts had been laid off together with four other freelance reporters from the Farnham, Alton, Liphook and Bordon Heralds. The paper will continue to be published but there will no longer be a dedicated reporter. Bea has asked the Clerk to send her thanks for all the Council's help over the years.

The Council was concerned that this amounted to a loss to local democracy. Mayor to write to the paper to seek assurance that Council meetings would be covered.

### **31/20 FINANCIAL MATTERS**

**RESOLVED:** That the schedule of payments as detailed in the Cashbook printouts for months 10&11 and any variances in the Council's accounts, including reported overspends and virements are approved.

### **32/20 MINUTES OF COMMITTEE MEETINGS**

**RESOLVED:** that the minutes of those meetings and any recommendations therein, not already made under delegated authority, be adopted:

- Planning & Highways Committee – 30th January and 27th February 2020
- Grants – 11th March 2020
- F&G – 10th February 2020
- Amenities – 13<sup>th</sup> February 2020

### **33/20 HTC CARBON NEUTRAL 2030 - ROADMAP AND CARBON AUDIT**

Cllr Lloyd reported that the Climate Emergency Working Party had met and instigated some good initiatives, with members of the WP having their own roles looking at things such as transport feasibility and tree planting. Planned events might have to change because of coronavirus, for instance a meeting at the town hall with the Climate Collective and event at the Charter Fair.

### **34/20 HTC 'GREEN GRANTS'**

There was some discussion over the suitability of the joint application form and the criteria by which applications should be considered. Council generally felt that individuals should not be able to apply for the grants and the Town Clerk confirmed that the same criteria would be used as with current small grants ie. not to individuals and only properly constituted organisations with their own bank accounts. It was agreed that the best way forward was to review the process later in the year after it had been trialled for a couple of meetings.

**RESOLVED:** That the amended Grants process and criteria document / application form circulated with the Agenda are adopted.

**35/20 PHONE BOX ADOPTION**

Cllr Matthes gave an update to Council. This idea has come from a governor and PTA member at Shottermill Infant school. It is intended that the phone box will be used as a book exchange and noticeboard. Cllr Dear questioned why they didn't adopt it themselves given potential insurance and lease issues. The Town Clerk said other councils had run such schemes.

**RESOLVED:** That the Council proceeds to adopt the phone box. Town Clerk is delegated to make necessary arrangements for its community use.

**36/20 DPO AUDIT**

**RESOLVED:** That audit is noted. Town Clerk to work through recommendations and take action as necessary.

**37/20 REPORTS FROM EXTERNAL REPRESENTATIVES**

Council noted the attached report. Cllr Odell reported that a decision on whether the Charter Fair would go ahead would be made the following week. She also reported that the Museum has closed to the public from the previous Tuesday. Cllr Barton reported that the Surrey Hills to South Downs line has made an offer of employment to someone already doing similar work elsewhere. Cllr Round reported that the Hunter Centre would be closing due to Coronavirus. Cllr Odell accepted Cllr Whitby's apology for not being able to attend Charter Fair meetings.

**38/20 EXCLUSION OF THE PUBLIC**

**RESOLVED:** That the press and public be excluded from the meeting by reason of the confidential nature of the business to be transacted.

**39/20 STAFFING UPDATE**

Cllr Odell reported that staff appraisals had been conducted and noted how fortunate the Council was to have the quality of staff that it does. She noted that all staff had raised the issue of some councillors not responding to them in a timely way and that this would be taken up with individual councillors. Councillors noted that the Messagebird text service was useful.

Cllr Odell confirmed that the Staffing Committee had, under delegated powers, awarded one pay point to each staff member as noted in the Staff minutes previously circulated.

Cllr Odell explained that the Clerk's Delegation schedule has been amended to include a section on Emergency Powers. It was agreed that if decisions had to be taken under delegated powers, all councillors views should be taken into account.

The job advert for the Project and Openspaces officer had gone out, closing date 31<sup>st</sup> March, interviews scheduled for 22<sup>nd</sup> April.

**RESOLVED:** That the updated Clerk's delegation schedule attached is adopted. The staff payrises as in the Staff minutes of 6<sup>th</sup> March 2020 are agreed.

**40/20 AMENDMENTS TO WEBSITE**

**RESOLVED:** That the Council's website is rebuilt by PAAC IT as per the Clerk's recommendation in the report appended to the Agenda.

Meeting finished 7.50pm

Signed.....  
Chairman of Meeting

Date.....

