



HASLEMERE TOWN COUNCIL

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Minutes of the Haslemere Town Council Meeting held at 7pm on
Thursday 21st January 2016
Council Chamber, Town Hall, High Street, Haslemere

Mayor	*Cllr M Odell
Deputy Mayor	*Cllr S Abeysundara
Councillors	*Arrick, *Blades, Bradley, *Carter, *Dover, *Drake, *Edwards, *Hall, *Hewett, *King, *Newbury, *Peel, *Piper, Rodgers, *Round, Sherratt

* present

The meeting was clerked by the Town Clerk, Lisa O'Sullivan
Bea Phillpotts from the Haslemere Herald was in attendance.

Before the meeting prayers were said by Revd Barbara Steele-Perkins of All Saints Church, Grayswood.

1/16 APOLOGIES FOR ABSENCE

Cllrs Bradley, Rodgers and Sherratt.

2/16 DISCLOSURE OF INTERESTS

Cllr Hall declared a non-pecuniary interest in Item 14 as Chairman of Haslemere Community Rugby Club.

Cllrs Odell and Round declared a pecuniary interest in item 10 as Cllr Odell was a contracted supplier to the Council.

Cllrs King and Edwards declared a non-pecuniary interest in Item 10.

Item 14 – Cllr Odell declared a Non-Pecuniary Interest as Chairman of Haslemere Educational Museum.

3/16 DISPENSATIONS

The Town Clerk stated that she had previously granted all Members a dispensation in relation to budget discussions (Item 11).

4/16 QUESTIONS BY THE PUBLIC

None.

5/16 REPRESENTATION BY EXTERNAL BODIES

None.

6/16 MINUTES OF THE LAST MEETING

Cllr Piper requested an amendment to 114/15, second paragraph, to show that only workshops on land use and housing, not transport would be funded by HTC.

RESOLVED: that the minutes of the Council meeting held 19th November 2015 are approved, with Cllr Pipers suggested amendment.

7/16 MATTERS ARISING

None.

8/16 COMMUNICATIONS FROM TOWN MAYOR

The Mayor gave the following report to Council:

Plans for celebration of the Queen's 90th birthday are well underway. It is hoped that there will be a beacon on 21st April, readings and hymns on 22nd and a carnival and procession from Lion Green to the High St followed by tea on 23rd. Please let Cllr Bradley know if you can help organise the teas on the day.

The Mayor and Clerk are planning to attend a SSALC briefing on 3 Counties Devolution on Friday 11th March in Crawley. One further place is available, let the Clerk know if you wish to attend.

Community Station partnership update – SWT, HTC, SCC, SDNP in partnership with other local organisations and supported by VIC, are making very good progress and SWT have assisted greatly in financing the project. Will help with lease and furnishing of the shop at the station to promote Town events. Haslemere will now have its own leaflet and SWT match funding everything going in. There will be a promotional event at Waterloo station on 11th May.

Cllr King stated that around 5 years ago, Petersfield received a plaque from SWT to commemorate 150 years of its railway. Haslemere missed out. If SWT are doing things at the station can we please have a plaque?

9/16 REPORTS FROM COUNTY COUNCILLORS

No reports were received from County Councillors.

Cllr Carter mentioned that he had met with Cllr Barton that morning in relation to Highways issues. She has reported that Highways projects for next financial year will be agreed on 9th February but that SCC budget has been cut severely so not much is anticipated.

10/16 FINANCIAL MATTERS

Cllr Odell left the room, Cllr Abeyesundara assumed the Chair.

- i. **RESOLVED** – that the schedule of payments as previously circulated totalling the amounts shown below and any variances in the Council's accounts are approved.

Cashbook 6 – £41,431.60

Cashbook 7 – £40,000 (bank transfers to current account)

Cashbook 8 – £0

- ii. **RESOLVED** - that a £21.60 overspend in Clammer Hill water charges can be made from Clammer Hill allotment Grounds Maintenance budget.

Cllr Odell re-entered the meeting and re-took the Chair.

11/16 BUDGET 2016-2017

Cllr Piper gave a report to Council a copy of which is appended to the minute book.

Cllr Dover thanked Cllr Piper and the budget working party for the quality of the budget and report and stated that he hoped the precept could be raised in the future for capital projects.

Cllr Carter stated that he was looking with Town Clerk at setting up incorporated charity to use as a vehicle to help apply for external funds. This may in future mean the Town Council may be able to reduce the level of grants in its own budget.

Cllr King stated that he thought the £2k on barbecue surfaces on Lion Green could be withdrawn from the budget as it was, to his knowledge, not yet a fully costed project. Cllr King proposed that the items was withdrawn from the budget, this was seconded by Cllr Edwards who also stated that he wanted to see a fully costed proposal before it being added to the budget.

Cllr Piper stated that full quotations have been circulated to Full Council previously. She stated that she would circulate again.

Cllr Drake questioned whether planning permission was required for the project. The Mayor explained that needed Charity Commission permission before it went ahead that that was the first hurdle to overcome.

Cllr Newbury questioned whether a risk assessment needed to be conducted. The Mayor replied that Council were looking at everything, including how other towns have implemented it.

RESOLVED: The £2k for barbecue surfaces on Lion Green is not withdrawn from the budget after the Mayor exercised her second and casting vote.

Cllr Drake asked to make two points:

1. Given that the budget for barbecue surfaces has been voted through but Council hasn't completed all its duty of care, when will the issue be re-visited to confirm timescales etc? The Mayor confirmed that it would go to Council via Amenities.
2. With regards to the proposed £500 Twinning contribution, Cllr Drake suggested that in hindsight, an application for funding via the small grant process may be more appropriate as Twinning is not directly co-ordinated by HTC. He stated that if agreed in the budget, it might be in danger of remaining there and just being waved through year after year like some other revenue grants.

The Mayor suggested that it could be left in the budget then reviewed at the same time as other revenue budgets that the end of the year. Cllr Drake voiced concern about setting a precedent of organisations not directly controlled by HTC being included in HTC budget. Cllr Hewett explained that HTC's small grant policy did not allow for revenue grants and that Twinning would find difficulty applying for a capital grant. Cllr Piper reminded Cllr Drake that it would be added in the same way as £200 for volunteer awards, not managed by Council but supported by them. In regard to revenue grants, at last Council it was agreed to review grants process to allow for some revenue grants – draft document for F&A in February.

Cllr Drake – proposed to remove the £500 Twinning contribution from direct budget for it to be considered the small grants process and this was seconded by Cllr King.

RESOLVED: The £500 contribution towards Twinning is not withdrawn from the budget.

The Mayor asked for any other comments on the budget. Cllr Hall drew attention to comments re revenue grants next to revenue items on the budget. He stated that these represented a large proportion of HTC discretionary spend, and since the organisations in question have substantial reserves Council will consider staged reduction of their grants.

Cllr Odell began to make a proposal when Cllr Drake asked to make another comment. Cllr Odell stated that she was in the middle of making a proposal. She asked for a seconder and proceeded to the vote.

RESOLVED: The budget for 2016-2017 as originally circulated with the agenda, including a precept of £264,273 is adopted by Council.

Cllr Drake asked that his vote against adoption of the budget be minuted.

12/16 MINUTES OF COMMITTEE MEETINGS

RESOLVED: that the minutes of the following Committee meetings and any recommendations therein are adopted by Council.

- Planning & Highways Committee 10th December 2015 – Previously circulated
- Planning & Highways Committee 7th January 2016 – Previously circulated
- Amenities Committee 17th December 2016 - Previously circulated

13/16 COUNCIL POSITION UPDATE

Updates from the Youth and Sports and Parking working groups had been circulated previously and are appended to these minutes.

Cllr Odell stated that once it had been confirmed that the youth worker identified is able to take up a self-employed position HTC will seek a reference and the council would seek to offer him a contract until the end of the financial year. Cllr Edwards asked if the HTC contracted worker would co-ordinate with SCC contracted staff? Cllr Odell stated that the youth groups at Wey Centre know what they need but discussions will take place as necessary.

Cllr Round explained that the photo call referred to in his update is restricted on numbers, not open invitation to all Councillors.

14/16 GRANT APPLICATION

RESOLVED: Haslemere and District Community Centre is awarded a small grant of £1000 towards new IT equipment.

Cllr Hall left the meeting

RESOLVED: Haslemere Community Rugby Club is awarded £750 towards a shelter for U6, U7 and U8 players.

Cllr Hall returned to the meeting

15/16 REPORTS FROM REPRESENTATIVES

The Mayor reported that Cllr Sherratt was stepping down from Council duties for the next few months due to health reasons. His report from the last HV meeting was circulated before meeting. Cllr Hall mentioned a communication from Matthew Evans re WBC Local Plan – in which he stated WBC was hoping for April 2016 but could be as late as 2017. Matthew Evans had stated that there were 'obvious risks' to going ahead before the WBC local plan is in place. Cllr Hall went on to say that the raw data from most recent HV survey was yet to be received and that a representative should be elected to replace Cllr Sherratt. Cllr Drake confirmed that he had been able to change work commitments to allow him to make Wednesday night HV meetings. He made the point that the HV budget for 2016-2017 was in question and that no significant money should be spent until it is identified what is required. Three issues identified as needing to be addressed:

1. Memorandum of Understanding between HTC and HV
2. Availability of raw data
3. HV financial requirements.

Cllrs Edwards, Hall and Round all expressed an interest in standing in as the second HV representative.

RESOLVED: That Cllr Hall is the second HV representative whilst Cllr Sherratt is not able to attend.

16/16 WORKING PARTY UPDATES

No written updates received.

Cllr Hall stated that he was finding it difficult to find a date for next Mayor/Leader meeting and that some Members thought another meeting was a waste of time. The Mayor asked him to address this outside the Council meeting.

17/16 ELECTORAL BOUNDARY REVIEW

Cllr Carter reported that the issue of two Surrey County Councillors for the Haslemere area had been raised with the Boundary Commission by the Town Clerk. The issue of houses falling into the wrong HTC ward was in discussion with WBC.

Cllr Arrick joined the meeting.

18/16 CHRISTMAS CAROL SERVICE 2015

Cllr Abeyesundara reported that it was probably the largest crowd ever to attend a town carol service. Layout was brilliant and Weyhill Christmas market beforehand worked really well. Some Facebook posts relating to the carol service reached over 1000 people. Cllr Abeyesundara thanked volunteers and local businesses for their support on the day and also donations. He also thanked the Town Councillors who helped serve mulled wine and mince pies on the day as well as the Town Hall staff. Budget as circulated did not include a generous donation from the Haslemere Dental Clinic which meant the overall cost of the event was £391. Next year it will hopefully make money.

19/16 TOWN HALL CLEANING

RESOLVED: That the Council continues to use Excalibur Cleaning Limited for cleaning the Town Hall for 4 hours per week and other ad hoc cleaning jobs as agreed by Town Clerk and Mayor so long as they are within the Town Hall cleaning budget.

20/16 FINANCIAL RISK ASSESSMENT 2016

RESOLVED: That the Council's Financial Risk Assessment 2016 is approved.

21/16 ASSET REGISTER 2016

Cllr Drake asked why the asset register did not show asset depreciation. The Clerk explained that it is not used in Local Council accounting. Cllr Drake went on to ask why therefore computers appeared to have depreciation shown where no other asset did. Clerk to report back outside the meeting.

There was also a question of the ownership of some of the Town bus stops. This will again be addressed outside the meeting by the Deputy Clerk.

RECOMMENDED: That the Council's Asset Register 2016 is approved, subject to clarification of points raised.

22/16 REPORTS FROM TWIN-HATTED MEMBERS

None received.

23/16 MEETING ROTA 2016-2017

RESOLVED: that the rota of meetings for the next Mayoral year is approved.

Meeting finished 8.30pm

Signed.....
Chairman of Meeting

Date.....