



HASLEMERE TOWN COUNCIL

Town Hall, High Street, Haslemere, Surrey GU27 2HG
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Finance and Audit Committee

Minutes of the meeting held at 7pm on 8th June 2015
Council Chamber, Town Hall, High Street, Haslemere

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| Chairman | Cllr L *Piper |
| Vice Chairman | Cllr B *Hewett |
| Councillors | *Drake, *Edwards, *Hall, *Odell, *Rodgers, *Sherratt |

**Present*

Meeting clerked by: Lisa O'Sullivan, Town Clerk.
In attendance:

1/15 **1. APOLOGIES FOR ABSENCE**

Cllr Abeyesundara (Deputy Mayor).

2/15 **2. DISCLOSURE OF INTERESTS**

Cllr Odell declared a non-pecuniary interest in item 11 as Chair of Haslemere Events.

3/15 **3. ELECTION OF CHAIRMAN 2015/2016**

Cllr Odell nominated Cllr Hewett. Seconded by Cllr Piper.

Cllr Drake nominated Cllr Hall. Seconded by Cllr Edwards.

RECOMMENDED: That Cllr Hall is elected as Chair of Finance and Audit Committee for 2015-2016.

4/15 **4. ELECTION OF VICE CHAIRMAN 2015/2016**

Cllr Hall nominated Cllr Drake. Second by Cllr Sherratt.

Cllr Odell nominated Cllr Hewett. Seconded by Cllr Piper.

RECOMMENDED: That Cllr Drake is elected as Vice-Chair of Finance and Audit Committee for 2015-2016.

5/15 **5. MINUTES OF THE LAST MEETING**

The minutes of the meeting held 27th October 2015 were approved at Full Council November 2014.

6/15 **6. MATTERS ARISING**

None.

7/15 **7. GRANTS PANEL – REVIEW OF PROCESS**

RECOMMENDED: That the Grants panel is constituted as a Committee of Council.

RECOMMENDED: That the amended Grants process documents is constituted adopted by Council.

RECOMMENDED: That the Grants Committee be held in open session, not Exempt.

8/15 **8. POTENTIAL INTRODUCTION OF COUNCIL LEADER**

Cllr Hall introduced this item. Cllr Piper, stated that the role of Mayor more heavy due to delegation of powers from other tiers and also because of Mayor's daily civic duties as rep of town makes it hard to take on role for anyone in full time employment.

Cllr Odell stated that she supported the recommendation for a working party but did not agree at the moment, having taken on the role of Mayor several times. She stated that she was happy to support a working party.

Cllr Drake, stated that he understand Cllr Odell's reservations but that Council should allow the opportunity for people who want to be Mayor not Leader to do it. He clarified that there was no reason why both roles could not be done by the same person.

There was other general discussion.

RECOMMENDED: That a working party is formed to make recommendation to full Council.

9/15 **9. ADVERTISING ON LION GREEN**

RECOMMENDED: That the current policy whereby the Mayor and Town Clerk have delegated authority to agree advertising on the Memorial Green be extended to cover advertising on Lion Green for non-commercial activities.

10/15 **10. SIGN OFF OF BANK PAYMENTS**

RECOMMENDED: That standing orders are amended to remove the necessity for invoices to be physically initialled.

11/15 **11. OTHER PROCESS REVIEWS**

Cllr Drake like to ask colleagues to review standing charges for Lion Green and Chamber to be clarified. There was some discussion over why some events are charged for and others not. It was stated that accounts are not always asked for so it is not clear if events are making a lot of money. Cllr Odell cautioned taking action that would drive events away from the Weyhill area. The Town Clerk reminded the Committee that the majority of Lion Green was administered by Village Green at Shottermill charity and any decisions must be inkeeping with its deed of covenant.

RECOMMENDED: That the Finance and Audit reviews the charging structure for Lion Green and makes a proposal to a future Full Council.

Cllr Piper stated that in the last few years Terms of Reference have been written for all Committees except Amenities and this needs to be addressed.

RECOMMENDED: That the Finance and Audit Committee produces a draft Terms of Reference for the Amenities Committee to take to full Council.

Meeting closed at 7.39pm

Signed: _____

Chairman of Planning

Date: _____

8/6/15