



HASLEMERE TOWN COUNCIL

Town Hall, High Street, Haslemere, Surrey GU27 2HG
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18th March 2022

To all Members of Council

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

I give notice that a meeting of Full Council will be held on Thursday 24th March 2022 at 7pm, Town Hall, High St, Haslemere, GU27 2HG, and you are hereby summoned to attend such meeting.

Members of the press and public are entitled to attend this meeting and are encouraged to do so.

Yours sincerely,

Mrs Lisa O'Sullivan
Town Clerk

AGENDA

1. APOLOGIES FOR ABSENCE

Council to decide whether or not to accept apologies for absence.

RECOMMENDED: That where reasons are given by Members they are approved.

2. DISCLOSURE OF INTERESTS

To receive from members, declarations of interest in relation to any items included on the agenda for this meeting, in accordance with the Haslemere Town Council Code of Conduct and the Localism Act 2011.

3. REPRESENTATIONS BY THE PUBLIC

Any resident of the area covered by the Town Council and present at the meeting may make a statement, ask a question or present a petition relating to the business of the Town Council. No more than one member of the public shall be permitted to speak for or against any one subject. Four minutes maximum per person. Maximum 15 minutes in total allowed for this item.

4. REPRESENTATIONS BY EXTERNAL BODIES

None expected.

5. MINUTES OF THE LAST MEETING

To approve the Minutes of the meeting held on 20th January 2022.

RECOMMENDED: – that the minutes of the meeting held on 20th January 2022 and any recommendations therein be adopted.

APPENDIX 1

6. MAYOR'S UPDATE

APPENDIX 2

To note the attached update from the Mayor.

7. CLERK'S UPDATE

APPENDIX 3

To note the attached updated from the Clerk.

8. FINANCIAL MATTERS

APPENDICES 4 & 5

The following documents are attached:

Cash and Investment reconciliation for month 11. This document shows that the Council's bank statements agree with its accounting system.

Cashbook Payments for months 10&11 These list all of the payments and receipts to and from the Council's bank accounts since the last meeting.

Cashbook 1 (current account)

Month 10 payments totalling - £27,277.16

Month 10 receipts totalling - £24,165.58

Month 11 payments totalling - £129,777.51 (incl transfer of £85k to deposit account)

Month 11 receipts totalling - -£12,255.60

Cashbook 11

Month 10 payments totalling - £0

Month 10 receipts totalling - £860.40

Month 11 payments totalling - £0

Month 11 receipts totalling - -£0

Cashbooks 2, 9, 10 and 12:

No receipts or payments in months 10&11

Summary Income and Expenditure by Budget Heading for month 11 This shows how much actual money has been spent to date against each of the Council's budget headings and what percentage of the total budget for each heading has been spent.

Councillors should contact the Clerk in advance of the meeting if there are any queries relating to these documents.

RECOMMENDED: That the schedule of payments as detailed in the Cashbook printouts for months 10&11 and any variances in the Council's accounts are approved.

RECOMMENDED: That virements, overspends and any other recommendations in the Clerk's report at Appendix 5 are approved.

9. LION GREEN TOILETS

APPENDIX 6

Council to consider the recommendations in the attached papers.

RECOMMENDED: That the recommendations in the paper at Appendix 6 are agreed.

10. COUNCIL INSURANCE

APPENDIX 7

RECOMMENDED: That the recommendations in the paper at Appendix 7 are agreed.

11. STRATEGY REVIEW

APPENDIX 8

RECOMMENDED: That the Strategy Working party is reconvened to review Council's adopted strategy document at Appendix 8, and report back to next Council.

12. LOFT INSULATION

APPENDIX 9

RECOMMENDED: that the recommendation in the report attached at Appendix 9 is agreed.

13. ENERGY CONTRACT

APPENDIX 10

The Town Clerk to report. Council has been approached by our usual utilities broker as our contracts at the Public Toilets and Town Hall finish later this year. We have had some quotes that we can secure now for implementation when our contracts finish later this year, see Appendix 10.

RECOMMENDED: that the Clerk is authorised to enter into a two year fixed deal with Opus (100% renewable energy) on all the Council's electric contracts.

14. MINUTES OF COMMITTEE MEETINGS

To receive the minutes of Committee meetings held since last full Council.

1. Committees with delegated decision making:

RECOMMENDED: that the minutes of the following meetings, where committees hold delegated decision making powers, are noted.

➤ Planning 3rd February / 3rd March

APPENDICES 11 & 12

➤ Grants 14th March

APPENDIX 13

2. Committees with no delegated decision making:

Please ensure that you have read all the minutes before approving them, taking special note of recommendations they main contain that you are agreeing to by approving the minutes.

RECOMMENDED: that the minutes of the following meetings and any recommendations therein be adopted.

➤ CBEC – 1st February

APPENDIX 14

➤ Finance and Governance 7th February

APPENDIX 15

➤ Infrastructure and CIL 3rd March

APPENDIX 16

The Infrastructure and CIL committee has asked that the recommendation of a payment to Hindhead Playing Field Association of £5,000 towards improvements to their Pavilion is specifically brought to Council's attention.

RECOMMENDED: Council approves the payment

15. REVIEW OF PLANNING & HIGHWAYS TERMS OF REFERENCE

APPENDIX 17

The Planning & Highways Committee has reviewed its terms of reference and there are no changes.

RECOMMENDED: That the Planning & Highways Terms of Reference is adopted by Council for another 4 years.

16. AMENDMENT TO INFRASTRUCTURE & CIL ToR

APPENDIX 18

One change has been made to the Terms of Reference, with an associated change to the Financial Regulations (both highlighted yellow on the attached document).

RECOMMENDED: That the revised Terms of Reference at Appendix 18 are adopted with the associated amendment to be made in the Financial Regulations.

17. REPORTS FROM REPRESENTATIVES

APPENDIX 19

Council to note the document at Appendix 19. The Clerk is currently reviewing Council representatives roles and will be contacting each one to shortly to discuss.

18. EXCLUSION OF THE PUBLIC

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

19. STAFFING MATTERS

APPENDIX 20

The minutes of the Staffing meeting held 11th March 2022. Cllr Odell to report.

RECOMMENDED: That the minutes of the Staffing meeting held 11th March 2022 and the recommendations therein are agreed.

**** End of Agenda ****