



HASLEMERE TOWN COUNCIL

Town Hall, High Street, Haslemere, Surrey GU27 2HG
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17th September 2021

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 23rd September 2021 at 7pm, Town Hall, High St, Haslemere, GU27 2HD, 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 Disclosable Pecuniary Interests or Non-Pecuniary Interests, in addition to those listed attached in relation to any items included on the agenda for this meeting, in accordance with LOCALISM ACT 2011 s. 29 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

3. DISPENSATIONS

Town Clerk to report on any dispensations granted prior to the meeting relating to the approval of the budget, the approval of any borrowing under the Local Government Act 2003, the making of the precept, the making of the calculations under ss 49A, 49B of the Local Government Finance Act 1992, the approval of an allowance, payment or indemnity to Members.

4. QUESTIONS BY THE PUBLIC

Any resident of the area covered by the Town Council and present at the meeting may ask questions relating to the business of the Town Council. Maximum 15 minutes in total allowed for this item.

5. REPRESENTATIONS BY EXTERNAL BODIES

None expected.

6. MINUTES OF THE LAST MEETING

APPENDIX 1

To approve the Minutes of the meeting held on 22nd July 2021.

RECOMMENDED: – that the minutes of the meeting held on 22nd July 2021 and any recommendations therein be adopted.

7. MAYOR'S UPDATE

APPENDIX 2

To receive update from the Mayor

8. CLERK'S UPDATE

APPENDIX 3

To note the update from the Clerk.

9. CONCLUSION OF EXTERNAL AUDIT 2020-21

APPENDIX 4

Once again, the Council's accounts have been scrutinised by the nominated External Auditor who found no matters requiring attention.

RECOMMENDED: Council notes sections 1-3 of the Annual Return (attached) and agrees no further action to be taken in relation to 2020-21 audit of accounts.

10. FINANCIAL MATTERS

APPENDIX 5

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

Cash and Investment reconciliation for month 5. This document shows that the Council's bank statements agree with its accounting system.

Cashbook Payments for months 4&5 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 4 payments totalling - £22,710.09

Month 4 receipts totalling - £8,067.51

Month 5 payments totalling - £24,473.39

Month 5 receipts totalling - -£745.80

Cashbooks 2, 9, 10, 11 and 12:

No receipts or payments in months 4&5

Summary Income and Expenditure by Budget Heading for months 4&5 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.

Heating and cooling system. The Heating / Cooling system has now been installed and is working brilliantly. Due to the length of time this took to come through Planning and WBC's conditions about the type of covers required, the initial quote has risen slightly and we have to have bespoke wooden covers made. There is currently £14,000 in the budget, it is likely that this will go over by around £1,500 which will be paid from Council reserves.

Remembrance Sunday. The cost of road closures has risen by around £400 since 2020. This was not budgeted for so the Remembrance Sunday cost code will see an overspend of this amount. I have tried to get other quotes, with no success, but will ensure this is done for 2022.

RECOMMENDED: That the schedule of payments as detailed in the Cashbook printouts for months 4&5 and any variances in the Council's accounts, including reported overspends and virements are approved.

11. BIKE RACK GRANT RESUBMISSION

APPENDIX 6

Council to consider the attached application, resubmitted as requested at July Council, and make a decision whether or not to award a grant.

Total Grant applied for: £2,893.60

Total Green Grant fund remaining for 2021-22- £15,500

12. BUDGET WORKING PARTY 2022-23

In line with the adopted budget process, Council to agree membership of the Budget Working Party who will present the final budget to Council in January.

RECOMMENDED: That a Budget working party consisting of interested councillors (suggest max 5) and the Town Clerk is formed to put together the draft budget for consideration at November council and sign off at January council.

1. REVENUE GRANTS 2022-23

Council to consider the attached applications for revenue grants and decide which are for inclusion in the 2022-23 budget.

I. Hoppa £5,000

APPENDICES 7 & 8

Hoppa has received an annual revenue grant of £5000 from HTC since at least 2010 and applies for one on an annual basis.

II. A Place to Be Youth Club £5,000

APPENDICES 9 & 10

APT B youth club received a revenue grant of £5000 in 2020-21 and Council asked for it to be placed on the list of revenue grant recipients.

13. BUDGET ITEMS FOR INCLUSION 2022-23

The Clerk has received the following budget proposals. Council to decide which go forward to be considered as part of the budget round 2022-23.

Special Projects:

1. Pavement Trees - Cllr Weldon - It seems that Surrey CC are refusing to replace trees that have been removed, but will cooperate with local groups or individuals to plant trees, for an application fee of £75 per location, and if approved, £300 / 100 metre stretch. Any application needs support from the local residents, and also local commitment from residents for maintenance in the early years.

I know of four streets where there have been complaints from residents about trees that have been removed but not replaced. In at least one of these (Sunvale Ave), I'm told that residents have already agreed among themselves that they want trees, and will look after them. In addition, My own street could be a candidate. I am sure there will be more. On that basis, I would like to see a budget allocation of (say) **£2000** for the next financial year, to provide for trees in six locations around the town.

2. Queen's Green Canopy – Cllr Matthes - Potted two year old trees are around £25 each and it's actually the fencing and supports that can double the cost depending on location etc

So **£500** would give us a budget for 10 trees not including the labour required to plant them but I imagine that as they'd be for the Queen's Green Canopy we would have volunteers supported by grounds maintenance for any heavier work required.

RECOMMENDED that the two projects above are added to the 2022-23 budget.

14. PUBLIC TOILETS FOR LION GREEN

APPENDIX 11

Please see the attached paper from Cllr Dear at Appendix 11.

RECOMMENDED: That the installation of public toilets on Lion Green is agreed in principle and that a final, costed proposal will be submitted before the budget is set in January.

15. MINUTES OF COMMITTEE MEETINGS

To receive the minutes of Committee meetings held since last full Council. Unless otherwise specified, all have been previously circulated and are available on the Council's website.

- Planning 12th August / 9th September
- Amenities 19th August
- Infrastructure and CIL 9th September

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

16. AONB BOUNDARY REVIEW – WORKING PARTY

APPENDIX 12

Please see attached document from Cllr Ellis at Appendix 12.

RECOMMENDED: That a working party be set up to formulate a response to the consultation to be brought to Full Council before the submission deadline.

17. REMEMBRANCE SUNDAY, 14th November 2021

Town Clerk to report.

Wreath laying:

- Grayswood – TBC
- St Albans – TBC
- St Stephens –
- Town – Mayor

Purchase of wreaths:

RECOMMENDED that the Town Council re-uses the one wreath that is still in good order from previous years and purchases 3 new ones to replace those which cannot be reused. The usual donation of £200 is made to RBL (as budgeted for).

18. REPORTS FROM EXTERNAL REPRESENTATIVES

APPENDIX 13

Council to note reports from representatives.

** End of Agenda **