



HASLEMERE TOWN COUNCIL

Town Hall, High Street, Haslemere, Surrey GU27 2HG
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10th March 2023

To all Members of Council

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

I give notice that a meeting of Full Council will be held on Thursday 16th March 2023 at 7pm in the 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. METHOD OF TRANSPORT TO MEETING

Members to state if their mode of travel to the meeting differs from the usual method shown in the attached document.

APPENDIX 1

3. 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.

4. 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.

5. REPRESENTATIONS BY EXTERNAL BODIES

To be agreed in advance with the Clerk. None expected.

6. MINUTES OF THE LAST MEETING

APPENDIX 2

To approve the Minutes of the Full Council meeting held on 19th January 2023.

RECOMMENDED: that the minutes of the meeting held on 19th January 2023 and any recommendations therein be adopted.

7. MAYOR'S UPDATE

To receive an update from the Mayor

8. CLERK'S UPDATE

APPENDIX 3

To note the update from the Town Clerk

9. FINANCIAL MATTERS

APPENDICES 4 & 5

The following documents are attached:

Cash and Investment reconciliation for month 11 showing 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 - £37,023.87	Month 11 payments totalling - £25,604.41
Month 10 receipts totalling - £22,820.14	Month 11 receipts totalling - £268.00

Cashbook 13 (deposit account)

Month 10 payments totalling - £0	Month 11 payments totalling - £0
Month 10 receipts totalling - £0	Month 11 receipts totalling - £326.26

Cashbook 14 (deposit account)

Month 10 payments totalling - £0	Month 11 payments totalling - £0
Month 10 receipts totalling - £0	Month 11 receipts totalling - £31.14

Cashbooks 2, 9, 10, & 11

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.

- I. **RECOMMENDED:** That the schedule of payments as detailed in the Cashbook printouts for months 10 & 11 are approved.
- II. **RECOMMENDED:** That virements, overspends and any other recommendations in the Clerk's report at Appendix 5 are approved.

10. PAYMENT OF INVOICES AFTER ELECTION

After the council election on 4th May there will potentially be a period when the current bank signatories are no longer elected members. Whilst the Town Clerk will take all reasonable steps to ensure that known payments are made before the election, there may be some which need to be paid in that period. New bank signatories will be identified and asked to sign the bank mandate at the Council meeting on 18th May but this takes a couple of weeks to be processed by the bank. Council therefore needs to agree how payments will be made in the interim.

RECOMMENDED: That where payments need to be made between any current bank signatories retiring as councillors and a new bank mandate being processed by the bank after the 18th May Council meeting, the existing bank signatories can continue to be used by the Town Clerk to sign off on payments.

11. AONB BOUNDARY REVIEW CONSULTATION

The Surrey Hills AONB Boundary Review Consultation is now live. The Council's working party will be meeting on Tuesday 14th March to consider a draft response which will be circulated prior to the Full council meeting.

Council to consider any recommendations from the Boundary Review working party and agree a response to the consultation.

12. INVESTMENT STRATEGY

TO FOLLOW

At the last meeting Council asked for an investment strategy to be brought to March Full Council. Whilst the objective of the document is broadly agreed, there is still some debate over the wording.

RECOMMENDED: That the Investment Strategy as agreed by the F&G committee (to follow) is adopted.

13. PLANNING AND HIGHWAYS COMMITTEE TERMS OF REFERENCE

APPENDIX 6

The Planning and Highways Committee ToR has been reviewed by that committee. The main changes are to reduce required minimum number of committee members from 12 to 8, and make it a requirement that Cllrs must, as a minimum, review applications in their own wards and those identified by the Chairman for committee consideration.

RECOMMENDED: That the Planning and Highways Committee Terms of Reference at Appendix 6 is adopted.

14. MINUTES OF COMMITTEE MEETINGS

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

1. Committees with delegated decision making:

Planning 2nd February and 2nd March 2023

APPENDICES 7&8

Grants – 6th March 2023

APPENDIX 9

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

2. Committees with no delegated decision making:

Please read all the minutes before approving them, they may contain recommendations that you are agreeing to by approving the minutes.

Amenities 9th February 2023

APPENDIX 10

Infrastructure and CiL 2nd March 2023

APPENDIX 11

Please note the recommendation from this committee to award the Haslewey solar panels project 65% of the project cost up to a maximum of £39,000 from CIL funds.

CBEC 7th February 2023

APPENDIX 12

RECOMMENDED: that the minutes of the meetings where committees do not hold delegating decision making powers and any recommendations therein be adopted.

15. REPORTS FROM REPRESENTATIVES

APPENDIX 13

Council to note the Twinning Association update at Appendix 13.

16. 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.

17. STAFFING MATTERS

APPENDIX 14

The minutes of the Staffing meeting held 6th March 2023 are attached. 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 ****