



# HASLEMERE TOWN COUNCIL

Town Hall, High Street, Haslemere, Surrey GU27 2HG  
01428 654305 / town.clerk@haslemeretc.org

Minutes of the Finance and Governance Committee Meeting held at 7pm on  
Monday 7<sup>th</sup> February 2022  
Town Hall, High St, Haslemere, GU27 2HG

<b>Chairman</b>	*Cllr David Round
<b>Deputy Chair</b>	Cllr G Lloyd
<b>Councillors</b>	Arrick, *Davidson, *Dear, *Dullaway, *Hewett, Robini, *Weldon, *Whitby

\* present

The meeting was clerked by the Town Clerk, Lisa O'Sullivan  
No press or public attended.

## **1/22 APOLOGIES FOR ABSENCE**

Apologies were accepted from the following:

Cllr Robini – meeting clash  
Cllr Lloyd – unwell  
Cllr Arrick – prior engagement

## **2/22 DISCLOSURE OF INTERESTS**

No interests disclosed.

## **3/22 MINUTES OF THE LAST MEETING**

The minutes of the meeting held 4<sup>th</sup> October 2021 were approved and signed by the Chairman.

## **4/22 ACCOUNTS UPDATE**

**RESOLVED:** The committee agreed the following:

Cambridge Building Society – the account application has been made as agreed by Full Council. The Clerk explained that it was only possible to have 4 bank signatories, mandate set up with three to sign.

Triodos – the fixed term matured in January and the balance of £86,710.40 has been reinvested for another 12 months at 0.25%.

Corporate credit account – Chairs of Staffing and F&G signed off an increase to £5,000 as the Household Support Grant payments kept reaching the former £2k limit.

**5/22 MAYOR MAKING PROCESS**

The Chairman explained that the request to formalise this process had come from one of the committee after questions were raised around this May’s process. The Clerk confirmed that this was the same process that had been used for many years, just formalised into writing.

Cllr Davidson suggested that the process was prefaced with an explanation of when Mayor Making was held. He also asked for the process to be updated to show what would happen in the event of a tie of votes cast.

**RESOLVED:** That the Mayor Making process at Appendix 2 to the agenda is adopted with the amendments made by Cllr Davidson.

**6/22 FOI REQUEST INTERNAL PROCESS**

Cllr Dullaway noted that the process was extremely clear.

**RESOLVED:** That the FOI process at Appendix 3 to the Agenda and the FoI Policy at Appendix 4 to the agenda are adopted.

**7/22 REVIEW OF OTHER GOVERNANCE DOCUMENTS**

**RESOLVED:** that the Town Clerk reviews the complaints procedure brings back to the next meeting:

The Clerk has requested, via the Deputy Clerk, that the Planning and Highways committee to review its ToR and bring to Full Council.

Meeting finished 7.21 pm.

Signed.....  
Chairman of Meeting

Date.....