



HASLEMERE TOWN COUNCIL

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

15th September 2023

To all Members of Council

Mayor	Cllr Jerome Davidson
Deputy Mayor	Cllr Claire Matthes
Councillors	Arrick, Aslam, Austin, Banfield, Bayliss, Bridge, Carroll, Carter, Keen, Leach, Miller, Nicholson, Robini, Waters, Weatherburn, Weldon

I give notice that a meeting of Full Council will be held on Thursday 21st September 2023 at 7pm in the Town Hall, High Street, Haslemere 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,

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. MINUTES OF THE LAST MEETING

APPENDIX 1

RECOMMENDED: That the minutes of the meeting held 20th July 2023 are adopted as a true record.

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. MAYOR'S UPDATE

APPENDIX 2

To note the update from the Mayor

6. CLERK'S UPDATE

APPENDIX 3

To note the update from the Town Clerk

7. FINANCIAL MATTERS

APPENDIX 4

The following documents are attached:

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

Cashbook Payments for months 4 & 5. These list all the payments and receipts to and from the Council's bank accounts since the last meeting.

Cashbook 1 (current account)

Month 4 payments totalling - £67,600.35	Month 5 payments totalling - £286,634.73
Month 4 receipts totalling - £9,223.10	Month 5 receipts totalling - £173,466.44

Cashbook 11 (deposit account)

Month 4 payments totalling - £0.00	Month 5 payments totalling - £87,435.02
Month 4 receipts totalling - £0.00	Month 5 receipts totalling - £693.93

Cashbook 13 (deposit account)

Month 4 payments totalling - £0.00	Month 5 payments totalling - £86,064.62
Month 4 receipts totalling - £0.00	Month 5 receipts totalling - £738.36

Cashbook 15 (deposit account)

Month 4 payments totalling - £0.00	Month 5 payments totalling - £0.00
Month 4 receipts totalling - £0.00	Month 5 receipts totalling - £252,435.00

Cashbooks 2, 9, 10, 12, 14

No receipts or payments in months 4 & 5

Summary Income and Expenditure by Budget Heading for month 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.

RECOMMENDED: That the schedule of payments as detailed in the Cashbook printouts for months 4 & 5 are approved. Summary Income and Expenditure is noted.

8. 2024-25 BUDGET WORKING PARTY

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. Cllr Banfield who is not able to make the meeting has expressed a wish to be part of the wp.

RECOMMENDED: That a Budget working party consisting of interested councillors, (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.

9. ITEMS FOR INCLUSION IN BUDGET 2024-25

APPENDIX 5

Council to consider whether following projects, identified by councillors, should be agreed **in principle**. Actual amounts to be awarded will not be agreed until the budget is finalised in January 2024.

EVENT	AMOUNT (£)
80 th Anniversary of D-Day	£1,500 (beacon, sundries)
Town Hall remedial works	£8,500
Resurfacing of zip wire Lion Green	Awaiting Amenities decision in October

10. REVENUE GRANTS 2024-25

APPENDIX 6

Council to consider whether applications from the following organisations should be agreed **in principle**. Actual amounts to be awarded will not be agreed until the budget is finalised in January 2024.

ORGANISATION	AMOUNT REQUESTED (£)
Sport Haslemere	£500
A Place to Be Youth Club	£5,000
Haslemere Hub	£10,000
Wey Hill in Bloom	£1,750
Visit Haslemere	£5,000
CAB	£19,900
Crossways Counselling	£4,980
HV Biodiversity Group – due – Tues 12th	£10,000
Hoppa – to follow Monday 18 September	
TOTAL (without Hoppa)	£57,130

11. COUNCIL STRATEGY 2023-27

APPENDIX 7

Cllr Robini to report. The Strategy Working party and other councillors have contributed ideas to the Strategy for 2023-27.

RECOMMENDED: That the Strategy document at Appendix 7 is approved. This is an organic document and will be reviewed / updated and amended by Council as the term progresses.

12. REVIEW OF COUNCILLOR ALLOWANCES

APPENDIX 8

Councillors to consider the report at Appendix 8.

RECOMMENDED: That the Clerk informs Waverley Borough Council that Haslemere Town Council to confirm that it does not wish to pay an allowance either to the Mayor or councillors and will continue to refund out of pocket expenses as it does currently.

13. COMMUNITY INFRASTRUCTURE LEVY UPDATE

APPENDIX 9

To note the CIL finance schedule as at 15th September 2023 for information purposes.

14. CIVILITY AND RESPECT PLEDGE

The National Association of Local Councils (NALC), the Society of Local Council Clerks (SLCC), and One Voice Wales (OVW), believe now is the time to put civility and respect at the top of the agenda and start a culture change for the local council sector.

By Haslemere Town Council signing up to the civility and respect pledge we are demonstrating that our council is committed to treating councillors, clerks, employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role. Over 1300 other councils have already signed up to the pledge.

RECOMMENDED: That Haslemere Town Council agrees that it:

- Has put in place a training programme for councillors and staff.
- Has signed up to the Code of Conduct for councillors.
- Has good governance arrangements in place including staff contracts and a will adopt a dignity at work policy.
- Will seek professional help at the early stages should civility and respect issues arise.
- Will commit to calling out bullying and harassment if and when it happens.
- Will continue to learn from best practices in the sector and aspire to be a role model/champion council through for example the local Council Awards Scheme.
- Supports the continued lobbying for change in legislation to support the Civility and Respect Pledge including sanctions for elected members where appropriate.

15. CONSULTATION ON DRAFT RECOMMENDATIONS FOR DIVISION BOUNDARIES IN SURREY

We have been notified that the Boundary Commission, whilst keeping the boundaries as is, are proposing to rename the Waverley Western Villages to Frensham, Elstead and Hindhead. County Councillor, David Harmer, and a number of the villages will be objecting, and HTC has been asked to consider objecting alongside **RECOMMENDED:** That Haslemere Town Council writes to the Boundary Commission to object to the proposal to rename the Waverley Western Villages to Frensham, Elstead and Hindhead.

16. MINUTES OF COMMITTEE MEETINGS

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

1. Committees with delegated decision making:

Planning 17 August and 14 September

APPENDIX 10

Staffing (see item 21)

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

17. REPLACEMENT OF TOWN HALL KITCHEN WINDOW

APPENDIX 11

RECOMMENDED: That the window is replaced as per the recommendation in the attached paper.

18. TREE MAINTENANCE WORK

APPENDIX 12

RECOMMENDED: The tree maintenance work is carried out as per the recommendations in Appendix 12.

19. MANORMEAD PROPOSAL

APPENDIX 13

To consider and proceed as per the recommendation in Appendix 13.

RECOMMENDATION: A working group is convened to put forward an initial proposal.

Cllr Arrick who is not able to make the meeting has expressed a wish to be part of the working group if it is set up.

20. SCC DRAFT NEW ROAD SAFETY STRATEGY & 20 MILES PER HOUR SPEED LIMIT

APPENDIX 14

RECOMMENDED: The Council asks the Clerk to write to Surrey County Council in accordance with the recommendation set out in Appendix 14.

21. FARNBOROUGH AIRPORT EXPANSION PLANS

Cllr Carter to speak. To consider writing an objection to the proposed expansion plans and support the parishes in the Western villages.

22. EXCLUSION OF THE PUBLIC

RECOMMENDED: "That in accordance with the provisions of section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting by reason of the confidential nature of the business to be transacted".

23. STAFFING – ANNUAL APPRAISALS

APPENDIX 15

Council is to note the content of the Staffing minutes at Appendix 15, since the Staffing Committee holds full delegated powers to act on behalf of Council in respect of all personnel decisions. Cllr Keen to report on behalf of Cllr Arrick who is not able to attend.

** End of Agenda **