



# HASLEMERE TOWN COUNCIL

Town Hall, High Street, Haslemere, Surrey GU27 2HG  
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## Infrastructure and CIL Committee

Minutes of the meeting held at 6pm on 13 April 2023  
Town Hall, High Street, Haslemere GU27 2HG

<b>Chairman</b>	Cllr Whitby
<b>Vice Chairman</b>	Cllr Dullaway
<b>Councillors</b>	Dear*, Matthes*, Robini*, Round* and Waters*

*\*Present*

**Meeting clerked by:** Pippa Auger, Deputy Town Clerk.

### **11/23 Election of Chairman**

Cllr Robini proposed Cllr Dear as Chairman for the purposes of this meeting and Cllr Matthes seconded the nomination.

There were no other nominations so Cllr Dear was elected Chairman.

### **12/23 Apologies for absence**

The committee accepted the absences of Cllrs Whitby (ill-health) and Dullaway (holiday).

### **13/23 Method of transport to meeting**

Councillors confirmed their usual method of transport to the meeting as that set out in Appendix 1.

### **14/23 Declaration of Interests**

**(Disclosable Pecuniary, Other Registrable and Non-Registrable)**

None

### **15/23 Minutes of the last meeting**

The minutes of the meeting held on 2 March 2023 were agreed.

### **16/23 Representations by the public**

None.

### **17/23 CIL guidance note, application form and scoring matrix**

Cllr Dear advised that now the Council was receiving larger sums of Neighbourhood CIL and the visibility of the funds was increasing, the number of applications from external organisations was also increasing. It was appropriate to have a mechanism in place to assist the applicants when applying for funding, and the committee and Full Council in decision making when making awards.

Appendix 3 was agreed as it was presented.

Appendix 4 required additional wording on page 1 to include “and ensure you complete the validity checklist on page 4”.

Appendix 5 – it was agreed to change “scoring” to weighting” and under the criteria headings **Public support & Identified strategic need** change “3 – High (all of the above)” to “3 – High (3 or more of the above criteria)”. Finally, change the colouring from purple to enable the wording to be more legible.

**RECOMMENDATION:** Appendices 3, 4 & 5 are adopted subject to the agreed amendments.

**18/23 CIL updated Terms of Reference**

The committee agreed that the Terms of Reference did not require any amendment.

**RECOMMENDATION:** Infrastructure & CiL Terms of Reference are adopted.

**19/23 Surrey Association of Local Councils survey**

After discussion, the committee agreed that it would not complete the survey as the Council has not applied for or received any Strategic CIL funds from Waverley Borough Council.

**20/23 Next meeting**

13 July 2023

Meeting closed at 6.39pm

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Chairman of Infrastructure and CIL Committee**