



HASLEMERE TOWN COUNCIL

Town Hall, High Street, Haslemere, Surrey GU27 2HG

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Minutes of the Haslemere Town Council Meeting held at 7pm on Thursday 16th May 2024.
The meeting was held in the Council Chamber, Town Hall, High Street, Haslemere, GU27 2HG

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

* present

The meeting was clerked by the Town Clerk, Lisa O'Sullivan and minuted by Jo Cork.

39/24 ELECTION OF TOWN MAYOR FOR 2024-25

Cllr Robini nominated Cllr Leach.

Cllr Miller seconded the nomination.

There were no other nominations.

RESOLVED: Councillor Oliver Leach is duly elected Town Mayor for 2024-25

39/24 DECLARATION OF ACCEPTANCE OF TOWN MAYOR

Cllr Leach made the declaration of acceptance of office.

40/24 ELECTION OF DEPUTY TOWN MAYOR FOR 2024-25

Cllr Carter nominated Cllr Arrick.

Cllr Davidson seconded the nomination.

There were no other nominations.

RESOLVED: Councillor Arrick is duly elected Deputy Town Mayor 2024-25

41/24 APOLOGIES FOR ABSENCE

RESOLVED: Apologies are accepted from Cllr Waters (away), Cllr Weatherburn (away) and Cllr Austen (study).

42/24 DISCLOSURE OF INTERESTS

Cllr Matthes and Cllr Bayliss declared NRI relating item 16, CIL/Biodiversity Audit as they both know one of the applicants.

Cllr Robini declared an ORI as trustee of Crossways counselling - item 12 on the agenda.

43/24 MINUTES OF LAST MEETING

RESOLVED: The minutes of the meeting held 18th March 2024 are approved and any recommendations therein be adopted.

44/24 FINANCIAL MATTERS

RESOLVED:

That the schedule of payments as detailed in the Cashbook printouts for months 12 & 1 and any variances in the Council's accounts and any reported overspends and virements are approved.

45/24 INTERNAL AUDIT 2023-2024

RESOLVED:

That the contents of the end of year Internal Audit report for 2023-24 and annual Internal Audit report for the same period are noted. There are no recommendations by the Internal Auditor which require action.

The Mayor asked that the great work in this respect by the Town Clerk and the Deputy Town Clerk be minuted.

46/24 EXTERNAL AUDIT REQUIREMENTS – GOVERNANCE STATEMENT

RESOLVED:

That the annual governance statement for year ended 31st March 2024 is approved

47/24 EXTERNAL AUDIT REQUIREMENTS – ACCOUNTING STATEMENTS

RESOLVED:

That the annual accounting statements for year ended 31st March 2024 are approved.

48/24 MEMBERSHIP OF COMMITTEES/EXTERNAL BODIES

RESOLVED:

- I. That the schedule of membership of committees and external bodies as attached at Appendix 7 to the agenda, is agreed.
- II. The Chair of Planning and Highways will deal with the vacancy which has arisen due to Cllr Aslam standing down.
- III. Cllr Weldon is elected council representative for SALC for 2024-25.

49/24 MINUTES OF COMMITTEE MEETINGS

Committees with delegated decision making:

RESOLVED: That the minutes of the following meetings are noted:

- Planning and Highways 28th March, 25th April 2024
- Staffing 19th April 2023

RESOLVED:

The Town Clerk is instructed to engage Wirehouse for 5 years at a monthly cost of £75.50 to be paid from the Professional Fees EMR in the 2024-25 financial year and a Staffing committee budget to be created 2025-26 onwards,

Committees with no delegated decision making:

RESOLVED: That the minutes of the following meetings are agreed:

- Amenities 11th April 2024
- Infrastructure and CiL 11th April 2024

50/24 CROSSWAYS COUNSELLING

Cllr Robini left the meeting.

In April, Crossways Counselling contacted the Council to say that it was not able to train a new youth worker, and to ask that the £4,500 awarded to them for that purpose be used instead to retrospectively fund training that was completed in September 2023 (£1,600), plus two years of supervision and rental costs (£3,600). Cllr Davidson gave an overview of the discussions of the revenue grants working party.

RESOLVED:

Crossways Counselling is awarded £1,800 towards supervision and rental costs for the 2024-25 financial year. They should apply for the costs for 2025-26 as part of the next revenue grants application cycle.

That the retrospective training for last year is not paid as the council does not award grants retrospectively.

Crossways Counselling may apply for the balance of the initial revenue grant award of £4,500 minus the £1,800 revised award (£2,700) should circumstances change again within the 2024-25 financial year which means that they are able to bring a new youth counsellor.

Cllr Robini joined the meeting.

51/24 VIDEO CONFERENCING SYSTEM

RESOLVED: That an Owl system is purchased from Cloudy IT at a cost of £1175.17.

52/24 NEIGHBOURHOOD PLAN

Cllr Arrick reported that a working party consisting of Cllrs Arrick, Banfield, Keen, Leach and Robini put together the report, as circulated with the agenda regarding the allocation of sites in the Haslemere Neighbourhood Plan. This report was produced because as a Town Council, we should have a say as to where houses are built within the Town.

RESOLVED: The responsibility of allocating the sites remains with Waverley Borough Council and there be no amendment of the Haslemere Neighbourhood Plan.

53/24 CIL FINANCE SCHEDULE

RESOLVED Council noted the CIL finance schedule.

54/24 CIL /BIODIVERSITY AUDIT

Discussions took place on whether a biodiversity audit of the land within the parish that it has responsibility for should be carried out. Information on what the audit would include is detailed in Appendix 17 of the agenda.

Cllr Arrick stated that the majority of the working party thought this would be suitable for CIL funding but has concerns that this could be open to criticism and urges Council to proceed with caution.

Cllr Carter has concerns on the cost of this audit.

Cllr Davidson has concerns over what is deliverable and suggests a tighter 'Terms of Reference' be introduced to meet strategic objectives.

Cllr Banfield commented on the lack of clarity and that community engagement should be introduced.

Cllr Weldon stated that it is a good start to increase and protect biodiversity, but ideally we would have an independent separate audit.

RESOLVED:

HTC appoints Alyne Ecology to carry out the biodiversity audit; funding would come from Neighbourhood CIL.

55/24 LION GREEN PUBLIC TOILETS PAVING

Council to consider the attached report at Appendix 18 to the agenda and recommendation.

RESOLVED: The Council agreed to proceed with paving the back of the block (leaving a 60cm gravelled space), and the creation of a linked path to the public footpath. The Town Clerk is to instruct Continental Landscapes to carry out the work at a cost of £7,764. Funding is ear marked in reserve for this work.

56/24 REPORTS FROM REPRESENTATIVES

Haslemere Museum: Cllr Robini stated that Haslemere Museum has welcomed Samantha Tabner as Collections Curator. A grant application is due to be submitted to the MEND fund run by the Arts Council for £1M to repair the building. A decision will be made in April 2025.

2026 marks the centenary of the move to Haslemere High Street and a centenary appeal will be up and running. Jilly Storey and Richard Manyon have been appointed Trustees. Bernard Coe and long-time standing supporter of the Museum who served as chairman and president sadly passed away.

Meeting finished at 19:40

Signed.....

Date.....

Chairman of Meeting

