



HASLEMERE TOWN COUNCIL

Town Hall, High Street, Haslemere, Surrey GU27 2HG
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5th July 2024

To all Members of Council

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

I give notice that a meeting of Full Council will be held on Thursday 11th July 2024 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. 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 for permitted for speak for or against any one subject. Four minutes maximum per person. Maximum 15 minutes in total allowed for this item.

4. REPRESENTATIONS BY EXTERNAL BODIES

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

5. MINUTES OF THE LAST MEETING

APPENDIX 1

RECOMMENDED: That the minutes of the meeting held 16th May 2024 are adopted as a true record.

6. MAYOR'S UPDATE

To receive an update from the Mayor

7. CLERK'S UPDATE

APPENDIX 2

To note the update from the Town Clerk

8. **FINANCIAL MATTERS**

APPENDIX 3 & 4

The following documents are attached:

Cash and Investment reconciliation for month 3 showing that the Council's bank statements agree with its accounting system.

Cashbook Payments for months 2&3. 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 2 payments totalling £498,413.10	Month 2 receipts totalling £401,349.78
Month 3 payments totalling £45,950.96	Month 3 receipts totalling £39,173.20

Cashbook 10 (Nationwide)

Month 2 payments totalling £0	Month 2 receipts totalling £108,782.00
Month 3 payments totalling £0	Month 1 receipts totalling £0

Cashbook 12 (United Trust Bank)

Month 2 payments totalling £21,500.00	Month 2 receipts totalling £0
Month 3 payments totalling £0	Month 1 receipts totalling £0

Cashbook 15 (CCLA)

Month 2 payments totalling £0	Month 2 receipts totalling £350,000
Month 3 payments totalling £35,000	Month 3 receipts totalling £0

Summary Income and Expenditure by Budget Heading for months 2 & 3

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.

Schedule of any payments over made under delegated authority

Where an expenditure item, not budgeted for, has been approved under delegated authority it will be reported to the next Full Council meeting.

RECOMMENDED:

That the schedule of payments as detailed in the Cashbook printouts for months 2 & 3 are approved.

That the schedule of payments made under delegated authority is noted.

9. **MINUTES OF COMMITTEE MEETINGS**

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

1. Committees with delegated decision making:

- Planning and Highways 23rd May 13th June 2024
- Staffing 21 June 2024

APPENDICES 5 & 6

APPENDIX 7

Councillors should note the recommendations in the Staffing committee minutes regarding the creation of a combined CiL and Amenities committee.

- Grants 9th July 2024

TO FOLLOW

RECOMMENDED:

- I. that the minutes of the meetings, where committees hold delegated decision making powers, are noted.
- II. that the recommendation from Staffing committee regarding amendments to the council's current committee structure are adopted. If agreed, the Clerk will contact members of the current CiL and Amenities committees to establish the membership of the new combined committee. Chair of that committee to be elected at the first meeting in August.

2. Committees with no or limited delegated decision making:

APPENDICES 8-9

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

- Amenities 20th June 2024
- Infrastructure and CiL 20th June 2024

APPENDIX 8

APPENDIX 9

Councillors should note that the amount applied for and approved at the Infrastructure and CiL meeting on 20 June exceeds the limit the committee has delegated authority for, they are therefore being asked to approve the recommendation that Full Council approves the granting of £100,000 Neighbourhood CIL funds to the Link Community Hub.

- CBEC 11th June 2024
- Finance and Governance 9th July 2024

APPENDIX 10

TO FOLLOW

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

10. BUDGET WORKING PARTY FOR 2025-26 BUDGET

RECOMMENDED: As per the budget setting process, a working party is convened, comprising of the Mayor, chairs of F&G and Amenities & CiL, Town Clerk and two other councillors.

11. FAIRGROUND CAR PARK DEVELOPMENT - HASLEMERE YOUTH & COMMUNITY FACILITY

Councillors are aware of discussions regarding a new youth / community facility that Waverley Borough Council are planning to build to replace the building currently leased to the Youth Hub. HTC has been invited to consider having input to the design and running of the new development.

RECOMMENDED: That discussion on this topic forms the basis of the Update and Participate session being held 5th August 2024 and, at that session, councillors agree the membership of a small working party convened to bring a recommendation back to September full council.

12. TOWN MEADOW DRAINAGE

APPENDIX 11

Please see the report at Appendix 11.

RECOMMENDED: JTS Engineers be instructed to undertake the drainage system work at Town Meadow, at a cost of £22,835 to be paid from budgeted Neighbourhood CIL funds.

13. COMMUNITY INFRASTRUCTURE LEVY UPDATE

APPENDIX 12

Council to note the update at Appendix 12.

14. REPORTS FROM REPRESENTATIVES

None received.

**** End of Agenda ****