



HASLEMERE TOWN COUNCIL

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

1st October 2024

To all Members of Finance and Governance Committee (all other councillors for information)

Chairman	Conrad Waters
Vice-Chairman	Farzana Aslam
Councillors	Bayliss, Carroll, Carter, Davidson, Leach, Nicholson

Dear Councillor,

I hereby give notice that a meeting of the Finance and Governance Committee will be held at the Town Hall, High St, Haslemere, on Tuesday 8th October 2024, commencing at 7pm, and that you are hereby summoned to attend such meeting.

The press and public are entitled to attend this meeting and are encouraged to do so.

Yours sincerely,

Mrs Lisa O'Sullivan
Town Clerk

AGENDA

1. APOLOGIES FOR ABSENCE

To receive apologies from Members.

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 Extraordinary Finance and Governance Committee meeting held 9th July 2024 are agreed. Chairman to sign.

4. SMALL GRANTS FOR CONSIDERATION

APPENDICES 2 & 3

The following small grants have been awarded from the £5,000 budget for 2024-25.

Organisation	Project	Amount
St Christopher's Church	D-Day Event	£500
3 Counties Money Advice	Support for meeting room	£1,000
F6it disability support	Boccia Club equipment	£750
Haslemere Educational Museum	Purchase of watercolour	£250
*Haslemere Swimming Club	Swimming equipment	£500
Budget remaining - £2,000		

I. Small grant applications.

The committee will consider awarding the following grant:

i. CHURT AND HINDEAD CC - £1,000

Project description: Contribution to new roller

Previous grants from HTC: None.

ii. ST STEPHEN'S CHURCH SHOTERMILL PCC - £600

Project description: Roaming Nativity

Previous grants from HTC: None.

5. COUNCIL DEPOSITS

TO FOLLOW

Committee to note the attached spreadsheet which shows the council's current deposits, accounts and agreed deposit limits.

6. GOVERNANCE DOCUMENTS

APPENDIX 4

The Town Clerk and Chair of F&G have considered the new standard Finance Regulations against the Council's current policy and have made some amendments which they believe reflect Council's intentions whilst complying with NALC recommendations. If adopted, subsequent amendments will need to be made to other governance documents, such as the council's Standing Orders and Clerk's Delegation Schedule to bring them into line with the financial regulations.

RECOMMENDED:

- i. That the Financial Regulations appended to this agenda are adopted.
- ii. The Town Clerk is authorised to make necessary amendments to other council governance documents where it is identified that they no longer reflect the Council's adopted Financial Regulations. Any amendments to be reported back to the following F&G meeting.

7. GRANT OF LEASE TO HASLEMERE PUBLIC SERVICES LIMITED

Committee to note the following:

When the council took over the running of Haslemere town centre Public toilets in 2017 it was advised that by taking on a second property, it would become liable for full business rates on the town hall as well as the toilets. We currently enjoy a significant small business rates reduction because of a 'one building' rule. The lease for the High St toilets was therefore granted to Haslemere Public Services Ltd, a company set up by the Council for that purpose, as advised by our legal representatives. The Town Clerk, and Cllrs Carter and Keen are currently the directors.

The same issue has been raised with the completion of the new toilets on Lion Green. The advice from our lawyers was to grant a short lease/licence in favour of Haslemere Public Services Ltd and this has been done by the town Clerk after consultation with the Chairs of F&G and Amenities.

**** End of Agenda ****