



# HASLEMERE TOWN COUNCIL

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17<sup>th</sup> January 2025

To all Members of Council

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

I give notice that a meeting of Full Council will be held on Thursday 23<sup>rd</sup> January 2025 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,

Mrs Lisa O'Sullivan  
Town Clerk

## AGENDA

### **1. APOLOGIES FOR ABSENCE**

Council to decide whether to accept apologies for absence.

**RECOMMENDED:** That where Members give reasons they are approved.

### **2. DISCLOSURE OF INTERESTS**

To receive from members, declarations of interest in relation to any items included on the agenda, in accordance with the Haslemere Town Council Code of Conduct and the Localism Act 2011.

### **3. UPDATES FROM DISTRICT AND COUNTY COUNCILLORS**

District Councillors are invited to update the Council on matters relevant to Haslemere.

Surrey County Councillors are invited to update the Council on matters relevant to Haslemere.

### **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. Four minutes maximum per person. Maximum 15 minutes in total allowed for this item.

### **5. MINUTES OF THE LAST MEETING**

**APPENDIX 1**

**RECOMMENDED:** That the minutes of the meeting held 21<sup>st</sup> November 2024 are adopted as a true record.

### **6. MAYOR'S UPDATE**

**APPENDIX 2 (to follow)**

To note the update from the Mayor.

### **7. CLERK'S UPDATE**

**APPENDIX 3**

To note the update from the Town Clerk.

## 8. FINANCIAL MATTERS

## APPENDIX 4

The following documents are attached:

Cash and Investment reconciliation for month 9 showing that the Council's bank statements agree with its accounting system.

Cashbook Payments for months 8&9. These list all the payments and receipts to and from the Council's bank accounts since the last meeting.

### **Cashbook 1 (current account)**

Month 8 payments totalling £460,841.75	Month 8 receipts totalling £4,406.16
Month 9 payments totalling £59,670.02	Month 9 receipts totalling £65,770.28

### **Cashbook 15 (CCLA)**

Month 8 payments totalling £0	Month 8 receipts totalling £425,000
Month 9 payments totalling £60,000	Month 7 receipts totalling £0

### **Cashbook 16 (Lloyds - SANG)**

Month 8 payments totalling £0	Month 8 receipts totalling £260.04
Month 9 payments totalling £0	Month 9 receipts totalling £220.84

No other cashbook transactions reported in months 8&9

### Summary Income and Expenditure by Budget Heading for month 9

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 8&9 are approved.

## 9. BUDGET 2025-26

## APPENDICES 5 & 6

The final draft budget and report from the working party are attached. Council to consider the recommendations from the working party and agree the budget for 2025-26.

#### **RECOMMENDED:**

1. That the working party recommendations in respect of revenue grant awards are approved.
2. That the Haslemere Town Council budget for 2025-2026, with a precept of £464,890 is approved.

## 10. SCOTLAND LAND RULE 6 PARTY - FUNDING

## APPENDIX 7

As agreed at November Council, consideration has been given by the Rule 6 parties as to whether further funding is requested from the Town Council, in addition to the £2.5k already agreed. See attached report. It is recommended that, if necessary, a request is made to March full council once a better idea of costs and available funding has been established.

**RECOMMENDED:** That Council agrees to consider a further request for funding at March full council.

## 11. ASSISTANCE WITH YEAR END ACCOUNTS AND CLOSURE

## APPENDIX 8

For the last two years, the council has used the services of Paul Burdick from Accounting for Local Councils & Clerks to perform year end checks and closure on our Omega system. This year prices for that service have increased but are still very competitive compared to other providers and RBS who provide the Omega software (£868 per year). We have negotiated a further reduction in the annual fee if we enter into an agreement for three years with Paul Burdick.

**RECOMMENDED:** That the Clerk is instructed to enter into a three year agreement for year end services with Paul Burdick from Accounting for Local Councils & Clerks, at a cost of £550 per year.

**12. FINANCE AND AMENITIES RISK ASSESSMENT 2025**

**APPENDIX 9**

Each year the council is required to review its risk management arrangements.

**RECOMMENDED:** That the Risk Assessment as appended to the Agenda is approved.

**13. 20MPH WORKING PARTY REPORT**

**APPENDIX 10**

Cllr Bayliss to report. The council will note the report as appended to the Agenda.

**14. STRENGTHENING THE STANDARDS FRAMEWORK FOR LOCAL AUTHORITIES**

**APPENDIX 11**

The Government is current consulting on strengthening the standards and conduct framework for local authorities in England. All local councils are being encouraged to respond.

**RECOMMENDED:** That a small working party is formed to produce the response on behalf of the council.

**15. 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 - 28 November and 12 December 2024
- Planning and Highways – 9<sup>th</sup> January 2025

**APPENDICES 12 & 13**

**APPENDIX 14**

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

**2. Committees with no or limited delegated decision making:**

No meetings held since November Full Council.

**16. SCHEDULE OF MEETINGS 2025-2026**

**APPENDIX 15**

**RECOMMENDED:** that the schedule of meetings appended to the Agenda is approved.

**17. COMMUNITY INFRASTRUCTURE LEVY UPDATE**

**APPENDIX 16**

Council to note the update attached.

**18. REPORTS FROM REPRESENTATIVES**

To receive reports from councillors who sit as representatives on outside bodies.

**19. SOFT LANDSCAPING AT THE LION GREEN PUBLIC TOILETS**

**APPENDIX 17**

- I. The working group are preparing a soft landscaping proposal to go to the February Amenities & CIL meeting. There is £6,000 left in the public toilets budget which is earmarked for this. Council is asked to approve this spend in advance to save a delay in bringing a proposal back to Full Council in March.

**RECOMMENDED:** That the Amenities committee is delegated to approve a planting proposal up to £6,000.

- II. Weyhill in Bloom would like to install two flower beds in front of the toilets and plant them out in a scheme that will fit with the VE Day 80 Anniversary in May. The manpower and plants to do this will be provided by Weyhill in Bloom.

**RECOMMENDED:** Weyhill in Bloom are authorised to plant two VE day themed flower beds at Lion Green public toilets, at their own cost. Any making good after the event is to be done by WHIB.

**20. 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.

**21. STAFFING COMMITTEE**

**APPENDIX 18**

The minutes of the meeting held 10th January are attached, Staffing committee has full delegated authority to act on behalf of the Council is staffing matters. Cllr Arrick to give an update on staff recruitment.

**RECOMMENDED:** The minutes of the Staffing meeting held 10<sup>th</sup> January 2025 and the resolutions therein are noted.

**\*\* End of Agenda \*\***