



HASLEMERE TOWN COUNCIL

Town Hall, High Street, Haslemere, Surrey GU27 2HG
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15th October 2025

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

Chairman	Conrad Waters
Vice-Chairman	Bryan Carroll
Councillors	Aslam, Bayliss, 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 21st October 2025, 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,

Lisa O'Sullivan

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. See guidance at end of Agenda.

3. MINUTES OF THE LAST MEETING

APPENDIX 1

RECOMMENDED: That the minutes of the Finance and Governance Committee meeting held 17th June 2025 are agreed. Chairman to sign.

4. MATTERS ARISING FROM THE LAST MEETING

This items is for updates on previously discussed items, not for decision making.

CBEC Terms of reference – the F&G committee asked CBEC to review its ToR – there is currently an ongoing discussion over the role of CBEC and how it interacts with other committees such as Amenities. Terms of reference will be updated in due course.

A new roundabout sponsorship policy was approved at July's Amenities committee meeting.

5. REVIEW OF GOVERNANCE DOCUMENTS

No more for review in 2025.

6. MANAGEMENT OF SANG ACCOUNT

APPENDIX 2

Clerk to report. The committee will agree the administration of the Lloyds bank SANG account.

The committee also needs to make a recommendation regarding an amount of £618.28 that was credited to the SANG account at year end (March 2025) when it was interest due to be credited to the council's NatWest account.

RECOMMENDED:

- I. That the interest earned on any deposits in the SANG endowment account is left in that account and not moved to the Council's general reserve.
- II. All costs associated with the running of the SANG to be paid from the council's unity Trust current account, all expenditure to be reimbursed from the Lloyds SANG endowment account annually.
- III. F&G committee to review the SANG account on an annual basis.
- IV. That the £618.28 incorrectly credited to the Lloyds SANG account at the end of the 2024-25 financial year is left in that account.

7. COUNCIL DEPOSITS

APPENDICES 3 & 4

- I. Committee to consider the report showing the council's current deposits against agreed deposit limits and earmarked reserves and make any recommendations for changes.
- II. Committee to note the change of CCLA corporate ownership to Jupiter, a well-known and reputable fund manager.
- III. Committee to consider increasing the normal maximum in the CCLA deposit account to £1.5m given there are significant deposits expected, from precept and CIL in the near future (over £440k).

RECOMMENDED: That the interest earned on any deposits in the SANG endowment account is left in that account and not moved to the Council's general reserve. F&G committee to review the SANG account on an annual basis.

8. SMALL GRANTS

I. Committee to note total small grants awarded so far 2025-26:

Organisation	Project	Amount
3Counties Vineyard	Sunday Funday	£700
Firepit foodies	Firepit and cooking utensils	£495
Grayswood Village Club	Replacement chairs	1000
		Total awarded to date - £
		2025-26 Budget remaining - £2805

II. Committee to consider the following small grant applications.

i. RBL Hindhead - £1,000

APPENDICES 5 & 6

Project description: Outdoor Seating

Previous grants from HTC: Green grant awarded in 2023 for sustainable energy project.

ii. Haslemere Chamber of Trade - £975

TO FOLLOW

Project description: DISC crime reporting software licence

Previous grants from HTC: Coronation banner 2023.

III. Committee to note that no small grants have been awarded under delegated authority since the last F&G meeting.

9. PENSIONS ADMINISTRATION REVIEW CONSULTATION

APPENDIX 7

Surrey Pension Scheme has launched a consultation on some changes to its administration (see Appendix). The main changes are set out below with comments from the Clerk in blue:

Key proposed changes include:

- Transitioning from annual returns to monthly data collection. *We do anyway*
- Setting an expected standard for data submission on or before pay day, with an absolute deadline of the 7th of the month following payroll. I do the week/week after we get paid. *Absolute deadline is fine*
- Establishing an expected contribution payment date of the 10th of the month following payroll. *Absolute deadline is fine*
- Updating the charging structure to allow for straightforward charges for persistent non-compliance. *Doesn't apply to HTC*
- Removing outdated charges and aligning with current prevailing rates for the Fund. *Sounds sensible*

RECOMMENDED: Given the minimal impact to HTC administration of pensions returns, no objection is made.

**** End of Agenda ****

DO YOU HAVE AN INTEREST TO DECLARE IN ANY ITEM ON THIS AGENDA? THE TABLE BELOW WILL HELP YOU TO DECIDE. FOR FURTHER ASSISTANCE CONTACT THE CLERK.

Your declaration can be found under your photo here:

<https://haslemeretc.org/meet-the-councillors/>

