



HASLEMERE TOWN COUNCIL

Town Hall, High Street, Haslemere, Surrey GU27 2HG
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16th January 2026

To all Members of Council

Mayor	Cllr Jean Arrick
Deputy Mayor	Cllr Jacquie Keen
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 22nd January 2026 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, either in person or online:

Zoom Meeting:

<https://us06web.zoom.us/j/82463618246?pwd=P10Rn0QT7U5e8codE2l69lVSi993rS.1>

Meeting ID: 824 6361 8246

Passcode: 765376

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. Guidance attached at end of this document.

3. MINUTES OF THE LAST MEETING

APPENDIX 1

RECOMMENDED: That the minutes of the meeting held 20th November 2025 are adopted as a true record.

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. A maximum of 15 minutes in total is allowed for this item.

5. UPDATES FROM DISTRICT AND COUNTY COUNCILLORS

District and County Councillors are invited to update the Council on matters relevant to the parish.

6. MAYOR'S UPDATE

To receive an update from the Mayor.

APPENDIX 2

7. CLERK'S UPDATE

To note the update from the Town Clerk.

APPENDIX 3

8. FINANCIAL MATTERS

The following documents are attached:

- i. **Cash and Investment reconciliation** for month 9 showing that the Council's bank statements agree with its accounting system.
- ii. **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 £32,752.41	Month 8 receipts totalling £10,679.76
Month 9 payments totalling £52,450.23	Month 9 receipts totalling £71,304.20

Cashbook 15 (CCLA)

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

Cashbook 16 (Lloyds - SANG)

Month 8 payments totalling £0	Month 8 receipts totalling £172.12
Month 9 payments totalling £0	Month 9 receipts totalling £161.52

Cashbook 17 (NatWest)

Month 8 payments totalling £0	Month 8 receipts totalling £603.81
Month 9 payments totalling £0	Month 9 receipts totalling £1,117.83

No other cashbook transactions reported in months 8 & 9.

- iii. 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.
- iv. Virements, overspends and delegated payments since the last meeting

APPENDIX 4

RECOMMENDED:

- I. That the schedule of payments as detailed in the Cashbook printouts for months 8 & 9 and any variances in the Council's accounts and any reported overspends and virements are approved.

9. BUDGET 2026-2027

APPENDICES 5 & 6

Cllr Leach to report.

In November 2025, Council considered the draft budget for 2026-27, along with the working party's report. The budget was agreed in principle, and no changes have been made since. Council must now formally agree the budget, as attached. A copy of the budget report is also reattached for information.

RECOMMENDED: That Haslemere Town Council's budget for 2026-27, including the precept figure of £549,311, is approved. The Clerk is authorised to request that amount from Waverley Borough Council.

Council to note that the electric van was ordered with Stable Vehicle Contracts after the supplier initially selected was unable to fulfil the contract, at an additional £25 per year.

10. CIL FUNDING APPLICATION – THE LINK

APPENDIX 7

Cllr Leach to update Council on any recommendation made by the Amenities and CIL committee earlier this evening, at its Extraordinary committee meeting. Background information is attached for councillors to consider prior to Cllr Leach's update.

RECOMMENDED: Council will make a decision on any recommendation from the Amenities and CIL recommendation made at its Extraordinary committee meeting on 22nd January 2026.

11. INTERIM INTERNAL AUDIT REPORT

APPENDIX 8

Council to note the internal auditor's report. The only point carried forward is that the council should continue to consider if it holds the enough Fidelity Insurance to cover its financial deposits. This is already reviewed by F&G committee once a year before the Council's insurance is renewed.

12. FINANCE, LAND AND ASSET RISK ASSESSMENT 2026

APPENDIX 9

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

RECOMMENDED: That the Finance, Land and Asset Risk Assessment 2026 is approved.

13. SCHEDULE OF MEETINGS 2026-2027

APPENDIX 10

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

14. CBES TERMS OF REFERENCE

APPENDIX 11

Following the dissolution of the CBEC committee, the Clerk has drawn up Terms of Reference of the new sub committee (CBES) attached.

RECOMMENDED: that the Terms of Reference of the CBES are approved.

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 – 18th Dec '25 & 15th Jan

APPENDICES 12 & 13

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

2. COMMITTEES WITH NO OR LIMITED DECISION MAKING:

None held since the last Full Council meeting.

16. COMMUNITY ASSET TRANSFER UPDATE

RECOMMENDED:

- I. That the minutes of the LGR working party held 7th January are noted and any recommendations therein are adopted. **APPENDIX 14**
- II. The Council notes that Surrey Hills Solicitors have been instructed on terms as set out in the attached document. **APPENDIX 15**
- III. That the Heads of Terms for the asset transfer of the War Memorial Recreation Ground are agreed and the Clerk may proceed with the transfer on that basis. **APPENDIX 16**

17. MIGRATION TO GOV.UK DOMAIN

APPENDIX 17

All Councils are being strongly urged to move to a secure gov.uk domain for their website and email. It is good practice to do this before it becomes mandatory.

RECOMMENDED: That the quote from the council's IT provider for £972 +VAT is accepted, to be paid from general reserves.

18. COMMUNITY INFRASTRUCTURE LEVY UPDATE

APPENDIX 18

Council to note the attached update.

19. REPORTS FROM REPRESENTATIVES

APPENDIX 19

Council to note the attached report from Cllr Miller.

20. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED: In accordance with the Public Bodies (Admission to Meetings) Act 1960, the press and public were excluded from the meeting during the discussion of the following item(s) due to the confidential nature of the business to be transacted.”

21. STAFFING MATTERS

APPENDIX 20 (to be sent separately)

Cllr Keen to report.

RECOMMENDED: That the minutes of the meeting of 12th December 2025 are noted.

**** 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/>

