

Haslemere Town Council

Meeting of Council

Minutes of the Meeting Held on 20th May 2010

Town Mayor: * Melanie Odell
Deputy Mayor: Bill Douglas
Councillors * present

Mrs P Blades	Mr P Isherwood
* Mrs M Borwick	* Mrs C King
* Mr M Dover	* Mr W King
* Mr J Edwards	* Mr R Knowles
* Mrs F Foster	* Mrs C Lancaster
* Mr M Foster	Mr J Mackie
* Mrs B Hewett	Mr S Mulliner
* Mr B Howard	Mrs J Stevens

Prior to the commencement of the meeting, prayers were led by the Rector, Reverend Norman Jones, St Bartholomew's Church, Haslemere.

48/10 **ELECTION OF TOWN MAYOR FOR 2010 / 2011**

There was one nomination for Town Mayor for Melanie Odell. This was made by Councillor M Foster and seconded by Councillor Howard.

RESOLVED that Melanie Odell be elected Town Mayor for year 2010-2011.

49/10 **DECLARATION OF ACCEPTANCE OF OFFICE OF TOWN MAYOR**

Town Mayor Melanie Odell gave the declaration of acceptance.

50/10 **ELECTION OF DEPUTY TOWN MAYOR FOR 2010 / 2011**

There was one nomination for Deputy Town Mayor for Michael Dover. This was made by Councillor Lancaster and seconded by Councillor Hewett.

RESOLVED that Michael Dover be elected Deputy Town Mayor for year 2010-2011.

51/10 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Douglas, Blades, Isherwood, Mackie, Mulliner and Stevens.

52/10 **DISCLOSURE OF INTERESTS**

Declaration of interest was received from Councillor C King in relation to agenda item 17 as portfolio holder for Waverley Borough Council in relation to this topic.

53/10 **MINUTES OF LAST MEETING**

RESOLVED that the minutes of the Council meeting held on 18th March 2010 and the Extraordinary Council Meeting 15th April 2010 be adopted and signed by the Town Mayor.

54/10 **MATTERS ARISING**

There were no matters arising from the minutes of the meeting held on 18th March 2010 and the Extraordinary Council Meeting 15th April 2010.

55/10 **FINANCIAL MATTERS**

RESOLVED that the schedule of accounts paid since the last meeting and any variances within the management accounts giving detailed income and expenditure by budget heading be approved.

56/10 **PLANNING AND HIGHWAYS COMMITTEE**

RESOLVED that the Minutes of the Committee meetings held on the 11th March 2010 and 6th April 2010 be approved and adopted.

57/10 **COMMUNICATIONS**

The following communications from the Town Mayor were placed before the Council:-

The 3rd May Charter Fair attended by an estimated 10,000 people with 120 stalls plus entertainments was a resounding success. The Town Mayor thanked all those volunteers that had worked to making it a special day.

Open Haslemere Heritage Day planned for the 11th September will include the Town Hall to be included and to open for tours on Friday 10th September.

The Mayor's charities for 2010-11 will be the Haslemere Museum and Hall.

58/10 **END of YEAR ACCOUNTS and AUDIT RETURNS 2009-10**

Council noted that the statutory deadline for return of the above forms to the external auditor is the 30th June 2010. Council considered the Council's end of year accounts and sections 1 and 2 of the annual return for 2009 - 2010.

RESOLVED that the end of year accounts be approved and signed.

RESOLVED that Section 1 of the Accounting Statements for the year ending March 2010 be approved and signed by the Town Mayor and Town Clerk.

RESOLVED that Section 2 the Annual Governance Statement be approved and signed by the Town Mayor and Town Clerk.

59/10 **INTERNAL AUDITOR'S REPORT**

Council considered the letters dated the 24th March and 13th May 2010 from Alan Harland our internal auditor. The three points raised on the 24th March had been attended to. In the latest letter the report indicated that provided that the Council's responses for the annual governance statement on external audit return are affirmative his report would be unqualified.

Council considered the report of the Town Clerk concerning the work of the internal auditor Alan Harland.

RESOLVED that the Council approve the reappointment of Alan Harland as internal auditor and that in particular it is satisfied that with the scope of the report, independence / competence of the auditor, relationship with Council / staff and the audit reporting and planning processes.

Councillor Howard asked that there appeared to be duplication in auditing in that we have an independent internal auditor and an external auditor. With the current public concern over MPs expenses and the lack of auditing plus the fact the European Union accounts remain non audited for many years are Council's being over scrutinised and costs duplicated where one auditor could suffice?

RESOLVED that a letter is sent from the Town Mayor to the Local Government Secretary of State concerning the matter of dual audits.

60/10 **FINANCIAL RISK ASSESSMENT**

To receive a copy of the revised risk assessment as per the internal auditor's report.

RESOLVED that the revised risk assessment be approved and implemented.

61/10 **ASSET REGISTER**

RESOLVED that the revised Asset Register be approved and implemented.

62/10 **DESIGN STATEMENT**

Council considered the report on contact with Farnham Town Council on their design statement as required by Council on the 18th March 2010.

Councillor Foster reported that the plan was to provide a design statement that was modelled on parish examples which would not be as involved as Farnham. Each Ward would have a nominated representative to deliver the local design statements for that area.

RESOLVED that a budget plan is presented to the next Council meeting.

63/10 **NATIONAL SAVINGS POST OFFICE ACCOUNT**

Council received a report that the post office account with a balance of £2,223 - 40p has Cyril Earnshaw as the signatory. This account holds the residue of the gratuity fund that was operating prior to entry into the SCC pension scheme.

RESOLVED that the Town Clerk Michael O'Neil and Assistant Town Clerk Lisa O'sullivan are now nominated as signatories.

64/10 **REPORTS OF REPRESENTATIVES**

To receive reports from representatives.

Councillors considered and noted the report from Councillor W King regarding the 14th April Emergency Planning meeting.

Councillors Hewett reported that the Twinning Association had acquired a telephone box which was transported to Horb. Councillor C King asked that the old Shottermill Post Office telephone box be removed.

RESOLVED that contact is made to explain that the old Shottermill Post Office telephone box will not be required by the Town Council and BT be asked to remove it.

Chairman

Closed 7.45 pm