



HASLEMERE TOWN COUNCIL

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

Minutes of the Haslemere Town Council Meeting held at 7pm on Thursday 11th September 2025.
The meeting was held in the Council Chamber, Town Hall, High Street, Haslemere, GU27 2HG.

Mayor	*Cllr Arrick
Deputy Mayor	*Cllr Keen
Councillors	Aslam, *Austin, *Banfield, *Bayliss, *Bridge, *Carroll, *Carter, *Davidson, *Keen, Leach *Matthes, Miller, Nicholson, *Robini, *Waters, Weatherburn, Weldon

* present

The meeting was chaired by Cllr Arrick, clerked by the Town Clerk, Lisa O’Sullivan and minuted by Jo Cork. One member of the public was in attendance. Two members of the public attended via Zoom.

74/25 APOLOGIES FOR ABSENCE

RESOLVED: Apologies are accepted from Cllrs Leach (holiday), Nicholson (family commitments), and Weldon (family commitments).

Cllrs Aslam, Weatherburn and Miller did not attend the meeting or send apologies.

75/25 DISCLOSURE OF INTERESTS

None.

76/25 MINUTES OF THE LAST MEETING

RESOLVED: That the minutes of the meeting held 17th July 2025 are adopted as a true record and signed by the Mayor.

77/25 REPRESENTATION BY THE PUBLIC

None.

78/25 UPDATES FROM DISTRICT AND COUNTY COUNCILLORS

Surrey County Council: Cllr Robini reported that works to Petworth Road, Haslemere are due to start in October, once this has been completed resurfacing will begin.

79/25 MAYOR’S UPDATE

In addition to the Mayor’s report the Mayor shared that she recently attended the official opening of the new homes at Sturt Farm, a development built by Thakeham for Stonewater Housing Association; She was extremely impressed by the high standard and visual appeal of these affordable homes, which offer excellent accommodation for residents in Haslemere.

80/25 CLERK’S UPDATE

The report from the Clerk was noted. The Clerk asked for Councillors to respond to the ACO’s request for possible dates for the next ‘Update & Participate’ session.

81/25 FINANCIAL MATTERS

RESOLVED: That the schedule of payments as detailed in the Cashbook printouts for months 4 & 5 and any variances in the Council’s accounts and any reported overspends and virements are approved.

Cllr Davison questioned why we had a Nat West bank account named PWLB, the Clerk explained that it had been used to hold the Council’s PWLB loan sinking fund.

82/25 BUDGET

Town Meadow Bandstand

Most Councillors agreed that they are generally in favour of a bandstand, but further investigations would need to be carried as to the size and location of where it should be placed. They also agreed that the timing of the project is not ideal due to the land transfers that are currently being undertaken by HTC.

Cllr Davidson queried whether Community Infrastructure Levy (CIL) funding could be utilised for this project and requested that the Town Clerk investigate this further.

RESOLVED: That the Bandstand Project be included on the agenda for the Full Council meeting scheduled for September 2026.

83/25 CONCLUSION OF EXTERNAL AUDIT 2024-25

RESOLVED: That the Council notes sections 1-3 of the Annual Return and agrees no further action to be taken in relation to 2024-25 external audit of accounts.

84/25 MINUTES OF COMMITTEE MEETINGS

Committees with delegated decision making:

➤ Planning and Highways – 24th July and 21st August

RESOLVED: That the minutes of the meetings, where committees hold delegated decision-making powers, are noted.

Committees with no or limited decision making:

➤ CIL and Amenities – 7th August

RESOLVED: That the minutes of the meetings where committees do not hold delegated decision-making powers and any recommendations therein be adopted.

85/25 LGR WORKING PARTY – TRANSFER OF ASSETS

The Town Clerk gave the following updates:

The initial administration payments have been made for the War Memorial Recreation Ground and Beacon Hill recreation ground, however the High Street toilets are still under consideration by Waverly as they form part of the town's key site. The Clerk has sought an update.

External valuation fees have been reduced from £1800 to £1090 per site as the initial 11 sites Haslemere, Farnham and Godalming have requested can be priced as one large lot. Cllr Bridge commented that he was pleased that the cost had come down but that the Clerk needs to ensure these are for each site, not each title. The Town Clerk will investigate further.

There was general discussion on the land transfers being proposed and the following points were made:

- We need to be careful how information on these potential transfers is shared and explained to residents. Some may consider that we are paying for what is rightfully ours.
- Need to consider ongoing maintenance costs of Beacon Hill Car Park (which is currently a non-fee-paying car park).
- If we don't transfer the assets, then there is a risk that we will lose vital facilities.

Cllr Bayliss enquired about the future of the lower priority asset transfers. Cllr Matthes confirmed that the spaces will be visited and assessed through an eco and biodiversity lens.

19:45 Cllr Banfield left the meeting.

RESOLVED:

- i. That the minutes of the LGR working party are noted and recommendations therein approved.
- ii. The Clerk is authorised to pay initial administrative and title review fees to WBC in respect of the assets for which Expression of Interest have been submitted.
- iii. The Town Clerk is authorised to pay the £1090 per site for the valuations of the War Memorial Recreation Ground and Beacon Hill Recreation Ground.

19:50 Cllr Carroll left the meeting.

19:50 Cllr Banfield rejoined the meeting.

86/25 SMALL GRANTS – GRAYSWOOD VILLAGE HALL

Cllr Waters expressed support for the application, noting that Grayswood Village Hall is a valued community facility and that the proposed upgrades would enhance its provision.

RESOLVED: That the full grant request of £1000 towards replacement chairs is awarded.

87/25 REVENUE GRANTS UPDATE FOR COUNCIL

Council noted that all Revenue grants for 2025-26 have been paid as suitable reports have been received regarding what the funding will be used for.

Revenue Grant applications have been received from the following organisations for 2026/2027 and will be added to the draft budget:

- Citizens Advice South West Surrey - £30,000
- Haslemere Youth Hub - £20,000

The Town Clerk to remind CAB that councillors are expecting a meeting to discuss application and grant funding.

88/25 COUNCIL BIN EMPTYING CONTRACT

The Deputy Town Clerk has been given notice by our bin contractor that they will cease to empty the council's bins from the end of October. Quotes have been obtained.

RESOLVED:

That the quote from Biffa for £750PCM is accepted and the Town Clerk authorised to instruct them to start on 1 November 2025

89/25 REMEMBRANCE SUNDAY

RESOLVED: That the following Councillors will be laying wreaths on Remembrance Sunday

Cllr Davidson - St Albans Church, Hindhead

Cllr Nicholson - St Stephen's Church, Shottermill

Cllr Miller - All Saints Church, Grayswood

Councillors were encouraged to attend ward church services on Remembrance Sunday, 9th November.

90/25 COMMUNITY INFRASTRUCTURE LEVY UPDATE

Update noted.

91/25 REPORTS FROM REPRESENTATIVES

RESOLVED: That Cllr Leach is appointed as Council's representative for Haslemere Youth Hub.

Cllr Austin gave an update on 'Love Haslemere Hate Waste' which has recently applied for charity status. They now run a Repair café, Library of things and a community fridge. They are also producing a community cookbook from surplus food. There is a coffee morning on the second Saturday of each month, all are welcome to attend.

92/25 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.”

93/25 ANNUAL APPRAISALS AND STAFFING MATTERS

Council noted the minutes of the Staffing committee meeting held 5th September, including the staff pay review which was determined by the Staffing committee under delegated authority.

Cllr Keen gave a report on annual appraisals and noted how well the staff perform and how good the atmosphere in the office is.

The Council agreed the suggested changes to staffing hours and an increase in staffing costs to go into the 2026-7 budget in case additional funding is required in case of LGR asset transfers, as set out in the staffing minutes.

Cllr Keen noted that all staff had mentioned not having much contact with some councillors, she appealed to all to pop into the office when passing.

Meeting finished at 20:10

Signed.....

Date.....

Chairman of Meeting