

GUILDFORD BOROUGH COUNCIL

Draft Minutes of a meeting of Guildford Borough Council held at Council Chamber, Millmead House, Millmead, Guildford, Surrey GU2 4BB on Wednesday 5 February 2020

- * Councillor Richard Billington (Mayor)
- * Councillor Marsha Moseley (Deputy Mayor)

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| * Councillor Paul Abbey | Councillor Ted Mayne |
| * Councillor Tim Anderson | * Councillor Julia McShane |
| * Councillor Jon Askew | * Councillor Ann McShee |
| Councillor Christopher Barrass | * Councillor Bob McShee |
| * Councillor Joss Bigmore | * Councillor Masuk Miah |
| * Councillor David Bilbé | * Councillor Ramsey Nagaty |
| * Councillor Chris Blow | * Councillor Susan Parker |
| * Councillor Dennis Booth | * Councillor George Potter |
| * Councillor Ruth Brothwell | Councillor Jo Randall |
| * Councillor Colin Cross | * Councillor John Redpath |
| Councillor Graham Eyre | * Councillor Maddy Redpath |
| * Councillor Andrew Gomm | * Councillor Caroline Reeves |
| * Councillor Angela Goodwin | * Councillor John Rigg |
| * Councillor David Goodwin | * Councillor Tony Rooth |
| * Councillor Angela Gunning | Councillor Will Salmon |
| * Councillor Gillian Harwood | Councillor Deborah Seabrook |
| Councillor Jan Harwood | * Councillor Pauline Searle |
| * Councillor Liz Hogger | * Councillor Patrick Sheard |
| * Councillor Tom Hunt | * Councillor Paul Spooner |
| * Councillor Gordon Jackson | * Councillor James Steel |
| * Councillor Diana Jones | * Councillor James Walsh |
| * Councillor Steven Lee | * Councillor Fiona White |
| * Councillor Nigel Manning | * Councillor Catherine Young |

*Present

Honorary Alderman Terence Patrick was also in attendance

The Council stood in silent tribute to the memory of former councillor Jill Chan, who had passed away recently.

CO105 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Graham Eyre, Jan Harwood, Ted Mayne, Jo Randall, Will Salmon and Deborah Seabrook, and from Honorary Freeman Jen Powell and Honorary Aldermen Catherine Cobley, Sarah Creedy, Jayne Marks, and Lynda Strudwick.

CO106 DISCLOSURES OF INTEREST

There were no disclosures of interest.

CO107 MINUTES

The Council confirmed, as a correct record, the minutes of the meeting held on 3 December 2019 and the extraordinary meeting held on 16 January 2020. The Mayor signed the minutes.

CO108 MAYOR'S COMMUNICATIONS

The Mayor reported that his final charitable event of his mayoral year would be the Mayoress' "Sparkling Springtime Afternoon Tea", taking place at the Guildhall on Tuesday 31 March 2020 between 3pm and 5pm. Tickets were priced at £25, and councillors were invited to contact Kate Foxton for further details.

The Mayor had recently opened the impressive facilities at the medical training school at the University's Grainger building, which included an ambulance simulator, and the Veterinary School.

The Mayor had also visited a symposium on tinnitus at the Royal Surrey County Hospital attended by 800 residents.

CO109 LEADER'S COMMUNICATIONS

The Leader reported that since 31 January 2020, she had been contacted by a number of EU citizens living in the borough concerned about securing settled status in the UK and outlined the assistance that the Council was providing in this regard.

CO110 PUBLIC PARTICIPATION

Mr Gavin Morgan, on behalf of the Guildford Heritage Forum, addressed the Council meeting in respect of the centenary of the closure of the Chilworth Gunpowder Mills, and the need to utilise modern technology to help people engage with the past.

The Lead Councillor for Tourism, Leisure, and Sport, Councillor James Steel responded to Mr Morgan.

CO111 QUESTIONS FROM COUNCILLORS

Councillor Susan Parker asked the Lead Councillor for Planning, Regeneration, and Housing Delivery, Councillor Jan Harwood, the question set out below. In the absence of the Lead Councillor, the Leader of the Council's comments in response to each element of the question is set out in italicised text below:

"In July the full Council voted for a masterplan and a brownfield review to consider the scope of the urban area to accommodate housing and protect our rural areas, not least due to the impact of urban sprawl on climate change and our climate change commitments.

Could the Lead Councillor for Planning, Regeneration, and Housing Delivery please report on progress to date, and the implications for the Local Plan?

Since the Council resolved to bring forward a new Masterplan DPD the following has been undertaken:

- (1) David Lock Associates have been appointed and completed a study to evaluate the previously undertaken work in relation to the town centre and provide recommendations as to the next steps and the future engagement of consultants.*
- (2) People and Places have been appointed and completed a consultation with 9 key Guildford stakeholder groups through an interview and feedback process to help establish that we are clear in relation to the vision for the town centre.*
- (3) Work is also underway with the Environment Agency in relation to Guildford's Flood Alleviation Scheme. The outcome of this scheme will influence the potential outcome of the masterplan work and may create a material change in the functional flood plain in terms of risk.*

- (4) *A Masterplan Briefing note will go to CMT on 18 February 2020 setting out how the Masterplan proposal will be progressed.*
- (5) *Budget approval for the year 2020-21 is being sought at this Council meeting.*
- (6) *The procurement of a Masterplan consultancy is commencing.*
- (7) *A Masterplan Programme Board is in the process of being set up.*

The production of a Masterplan DPD would be required to be consistent with the boroughwide policies contained within the Adopted Local Plan. The housing site allocations in the Adopted plan outside of the specific town centre area will remain unchanged. The Masterplan would only relate to a specifically defined geographic area identified as part of the plan making process.

In particular can he please comment on the following questions:

- (a) we have recently been informed that any proposed Mastervision for the town centre will be subject to DPD rules. I understand this will involve a Regulation 18 then a Regulation 19 consultation, followed by an examination in public with a Planning Inspector, before any approval and ratification. I understand the current DPDs which are due to come to consultation this spring and will follow this process are likely to be approved towards the end of this administration ie in Autumn 2022 at the earliest, or possibly in Spring 2023 depending on the level of responses, i.e. towards the end of this current Council administration at the earliest. Could a timetable for the consideration and adoption of the proposed Mastervision (since work on this, or even the remit, has not yet been started) be outlined for the benefit of councillors?

The Executive will be asked to approve an updated Local Development Scheme (LDS) on 24 March 2020, together with a report on the proposed Regulation 18 Development Management DPD for consultation, which will be recommended to full Council on 7 April for approval. The anticipated date for adoption of the Development Management DPD is September 2022. It is considered that inclusion of timeframes for the Town Centre Masterplan DPD would be best included in the LDS once there is further certainty emerging from work on the evidence base including transport, flooding and site assembly which would need to occur in advance of the production of a Regulation 18 document.

- (b) what impact will this protracted timetable have on the development of brownfield sites within the urban area, especially those which are not yet included in the Local Plan as allocated sites? Given that some urban sites have already suffered considerable planning blight for years, is it possible for this process to be expedited so we don't have derelict areas in our town centre for years to come?

There is nothing stopping brownfield sites within the town centre, that are not within the Local Plan, coming forward for appropriate development now. The Local Plan Policy S3: Delivery of development and regeneration within Guildford Town Centre provides a positive context that seeks to achieve a more efficient use of land and encourages regeneration and accelerated housing delivery within the town centre.

- (c) can the Lead Councillor comment on progress on the North Street site and its capacity for providing urban, and reasonably priced/ social housing, and any consequential impact on the Local Plan and the housing requirement?

The Council is currently in negotiations with a potential developer in relation to land at North Street. A report to update councillors on progress will be considered at the next meeting of the Executive on 18 February 2020.

- (d) what consequential impact will there be for greenfield sites if the Mastervision is delayed for a considerable period?

The Masterplan will be for the town centre and will not include any Green field sites. The Adopted Local Plan makes provision to actually meet housing need up to 2034. Consideration will need to be given as to the need to review the Plan five years after adoption. As has been noted by the Planning Inspector, Mr Justice Ouseley, and the Secretary of State, the plan has built in flexibility in the form of 'headroom' to give the plan every chance of meeting needs over the plan period.

Arising from a supplementary question, which sought reassurance that there would be no delay to use of brown field sites arising from the masterplanning process, and that councillors were updated and able to provide input into the decision-making process as it goes forward. The Leader of the Council responded by stating that she could see no reason for any delay on use of brownfield sites, subject to the submission of planning applications in that regard. The Leader also referred to the current consultation on various draft SPDs, in which councillors and the public could submit their comments.

In response to further supplementary questions regarding the importance of the master plan and who was responsible for taking it forward, the Leader of the Council agreed that, in common with all councillors, the master planning of the town was important as demonstrated by the written response to the question, but reiterated that until the budget was approved, only preparatory work could be undertaken. The Leader also confirmed that Councillor Rigg, as the lead councillor, was trying very hard to move the master plan forward and he had full support from officers and councillors, but acknowledged that the process was complicated.

CO112 PAY POLICY STATEMENT 2020-21

Under Section 39 of the Localism Act 2011, the Council was required to consider and approve a pay policy statement for the financial year ahead and publish it on its website. The Council therefore considered the Pay Policy Statement covering 2020-21, which had set out the elements of pay and other benefits paid to staff and in particular the most senior employees.

The pay award was made in July each year and the Council was currently consulting with Unison on this award. Following the redesign of the organisational structure in Phase A of the Future Guildford transformation programme, a new Head of Service salary band for the most senior management level below Directors had been introduced to provide support to the Directors to reflect the reduction in the number of director posts.

Councillors noted that the Council would continue to pay at the Real Living Wage for outside London, which was currently £9.30 per hour, at the bottom of the pay scale. This would aid recruitment difficulties in attracting and retaining key staff.

Councillors also noted that the restructure of the Corporate Management Team had been completed as part of Phase A of Future Guildford and that the recruitment process for the appointment of a new Director of Service Delivery had commenced. As the remuneration package that the Council was offering in respect of this appointment would exceed £100,000, the Council was invited to approve it in accordance with paragraph 12.4 of the Pay Policy Statement for 2020-21. The elements of the remuneration package for the role of Director of Service Delivery were set out in a table on the Order Paper circulated at the meeting.

The Lead Councillor for Finance and Assets, Customer Service, Councillor Joss Bigmore proposed, and the Leader of the Council, Councillor Caroline Reeves, seconded the motion to adopt the Pay Policy Statement for 2020-21, approve the proposed remuneration package

associated with the appointment of a Director of Service Delivery and authorise the Employment Committee to make an appropriate offer to the successful candidate.

During the debate and following a question as to why the Council was still providing lease cars to certain staff, bearing in mind the Council's zero carbon emissions aspiration, the Leader of the Council explained that an offer of a car was essential in order to attract the best candidates. However, it was noted that the Council was moving towards a fully electric lease car fleet.

It was also suggested that the Council should consider increasing the pay to its lowest paid staff at a rate higher than the real living wage to reflect the high cost of living in Guildford, and ensuring that the Council's contractors pay the real living wage to their employees. The Leader indicated that the Council was very mindful of these matters

Having considered the motion, the Council

RESOLVED:

- (1) That the Pay Policy Statement for the 2020-21 financial year, attached at Appendix 1 to the report submitted to the Council, be approved.
- (2) That the proposed remuneration package associated with the appointment of a Director of Service Delivery at a sum exceeding £100,000, as set out in the table on the Order Paper, be approved.
- (3) That the Employment Committee be authorised to make the appropriate offer to the successful candidate for appointment as Director of Service Delivery.

Reason:

To comply with the Localism Act 2011 (Section 39).

CO113 CAPITAL AND INVESTMENT STRATEGY 2020-21 TO 2024-2025

The Council considered a report on the Council's capital and investment strategy, including the capital programme new bids plus the requirements of the Prudential Code and the investment strategy covering treasury management investments, commercial investments, the Treasury Management Code, and the Ministry of Housing, Communities and Local Government (MHCLG) Statutory Guidance.

The strategy was intended to give an overview of how capital expenditure, capital financing and treasury management activity contributed to the provision of services along with an overview of how associated risk was managed and the implications for future financial sustainability.

In relation to the capital programme, the Council had a current underlying need to borrow for the general fund capital programme of £360 million, including bids put forward by officers, with a net cost to the Council of £47.8 million.

Whilst some capital receipts or revenue streams may arise as a result of investment schemes, in most cases this was currently uncertain and too early to make assumptions. Some information had been included in the capital vision highlighting the potential income. It was likely that there were cash-flow implications of the development schemes, where income would come in after the five-year time horizon and the expenditure would be incurred earlier in the programme.

All projects would be funded by general fund capital receipts, grants and contributions, reserves and finally borrowing. It was not currently known how each scheme would be funded and, in the case of development projects, what the delivery model would be. To ensure the Council

demonstrated that its capital expenditure plans were affordable, sustainable and prudent, Prudential Indicators had been set that must be monitored each year. These were set out in Appendix 1 to the report submitted to the Council.

The capital programme included several significant regeneration schemes, on the assumption that they would be financed from General Fund resources. However, subject to detailed design of the schemes, there could be scope to fund them from HRA resources rather than General Fund resources in due course. Detailed funding proposals for each scheme would be considered when the Outline Business Case for each scheme was presented to the Executive for approval.

Details of the main areas of expenditure in the capital programme were set out in the report.

The report included a summary of the new bids submitted, the position and profiling of the current capital programme (2019-20 to 2023-24) and the capital vision schemes.

The Corporate Management Team, the Lead Councillor for Finance and Assets, Customer Service, the Joint Executive Advisory Board Budget Task Group, the Joint EAB, and the Executive had all reviewed the bids presented in the report.

The report had also included the Council's Minimum Revenue Provision policy and the Prudential Indicators.

In relation to Treasury management, the Council noted that officers carried out the treasury management function within the parameters set by the Council each year and in accordance with the approved treasury management practices.

The budget for investment income in 2020-21 was £1.684 million, based on an average investment portfolio of £79.8 million, at an average rate of 2.18%. The budget for debt interest paid was £5.656 million, of which £5.06 million related to the HRA.

In relation to non-financial investments and investment strategy, the Council noted that local authorities could invest to support public services by lending to or buying shares in other organisations (service investments) or to earn investment income (commercial investments where this was the main purpose). The Council had £161.244 million of investment property on its balance sheet, generating a return of £9 million and a current yield of 6.3%.

The criteria for purchasing investment property, when originally approved were to achieve a minimum qualitative score and yield an internal rate of return (IRR) of at least 8%. It was now recommended that the IRR be changed to 5.5% due to the change in the market forces and recognition of the move to investing for strategic purposes, for example economic growth and housing and regeneration.

The Council had invested £12.251 million in its housing company – North Downs Housing (NDH), via 40% equity to Guildford Borough Council Holdings Limited (£4.903 million) (who in turn passed the equity to NDH) and 60% loan direct to NDH (£7.348 million) at a rate of base plus 5% (currently 5.75%). The loan was a repayment loan in line with the NDH business plan.

The Capital and Investment Strategy 2019-20 to 2023-24 had also been considered by the Joint Executive Advisory Board at its meeting on 9 January 2020, by the Corporate Governance and Standards Committee at its meeting on 15 January 2020, and by the Executive on 21 January 2020.

Upon the motion of the Lead Councillor for Finance and Assets, Customer Service, Councillor Joss Bigmore, seconded by the Leader of the Council, Councillor Caroline Reeves, the Council

RESOLVED:

- (1) That the General Fund capital estimates, as shown in
 - (a) The updated and revised Appendices 3 and 4 to the report submitted to the Council (current approved and provisional schemes), as amended to include the new bids approved by the Executive on 21 January 2020 set out in Appendix 2;
 - (b) Appendix 5 (schemes funded from reserves); and
 - (c) Appendix 6 (s106 schemes),be approved.
- (2) That the Minimum Revenue Provision policy, referred to in section 5 of the report be approved.
- (3) That the capital and investment strategy be approved, specifically the Investment Strategy and Prudential Indicators contained within the report and Appendix 1.

Reasons:

- To enable the Council to approve the Capital and Investment strategy for 2020-21 to 2024-25.
- To enable the Council, at its budget meeting on 5 February 2020, to approve the funding required for the new capital investment proposals.

CO114 HOUSING REVENUE ACCOUNT BUDGET 2020-21

The Council considered a detailed report on the draft Housing Revenue Account (HRA) budget and Housing Capital Investment Programme for 2020-21.

The 2020-21 estimates had been predicated on the assumptions, ambitions and priorities contained in the HRA business plan.

The report had proposed to increase Council house rents by 2.7% in line with the Rent Standard 2020 (issued by the Regulator of Social Housing) and the Policy Statement for Rents on Social Housing (Issued by The Ministry of Housing, Communities and Local Government).

A 2.7% increase in garage rents was also proposed from April 2020, based on the September 2019 Consumer Price Index (CPI) plus 1%.

The report, which included details of progress with the new build programme, together with the proposed investment programme in tenants' homes, had also been considered by the Joint Executive Advisory Board at its meeting on 9 January 2020. The Board had indicated its agreement with the recommendations both to the Executive and Council.

At its meeting held on 21 January 2020, the Executive had, subject to Council approving the budget at this meeting, approved the projects forming the HRA major repair and improvement programme, as set out in Appendix 3 to the report and had authorised the Director of Service Delivery to reallocate funding between approved schemes to make best use of the available resources, and to set rents for new developments.

Upon the motion of the Lead Councillor for Housing, Access and Disability, Homelessness, Councillor Angela Goodwin, seconded by the Lead Councillor for Finance and Assets, Customer Service, Councillor Joss Bigmore, the Council

RESOLVED:

- (1) That the HRA revenue budget 2020-21, as set out in Appendix 1 to the report submitted to the Council, be approved.
- (2) That the 2.7% rent increase in line with the Rent Standard 2020 and Policy Statement 2019 be approved for 2020-21.
- (3) That the fees and charges for HRA services for 2020-21, as set out in Appendix 2 to the report, be approved.
- (4) That a 2.7% increase in garage rents for 2020-21 be approved.
- (5) That the Housing Investment Programme as set out in Appendix 4 to the report (current approved and provisional schemes), as amended to include the bids approved by the Executive at its meeting on 21 January 2020, be approved.

Reason:

To enable the Council to set the rent charges for HRA property and associated fees and charges, along with authorising the necessary revenue and capital expenditure to implement a budget, this is consistent with the objectives outlined in the HRA Business Plan.

CO115 BUSINESS PLANNING - GENERAL FUND BUDGET 2020-21

The Council considered a detailed report on the draft General Fund Revenue budget for 2020-21, which included a Council Tax requirement of £10,192,858 (excluding parish precepts) and a Council Tax increase of £5 per year (3%), resulting in a Band D charge of £176.82.

The provisional Local Government Finance Settlement (LGFS) for 2020-21 had been received on 20 December 2019. The figures included in the outline budget presented to the Executive on 26 November 2019 reflected the information contained in the settlement.

The Settlement Funding Assessment comprising the local share of business rates, and revenue support grant, was set out in the provisional LGFS. The settlement had been in line with expectations which enabled the Council to retain £2.929 million of business rates in 2020-21, an increase of 1.69% on 2019-20.

In determining that the Council's Core Spending Power had increased by £400,000, the Government had assumed that the Council would raise the Council Tax by the maximum amount (£5 or 3% whichever was the higher).

The provisional award of New Homes Bonus (NHB) for 2020-21 totalling £851,019, was lower than the £1,066,849 included in the outline budget reported to the Executive in November. Although 482 new homes had been added to the Council Tax base in 2019-20, which represented a 0.71% increase in tax base, the deadweight for qualifying NHB had been set at 0.4%, which was the minimum expectation Government had for the development of new housing.

The Joint EAB Budget Task Group and Joint Executive Advisory Board had considered the outline budget at their meetings on 8 and 20 November 2019 respectively.

The Chief Finance Officer (CFO) presented her statutory report to the Council, a copy of which was appended to the main report. The CFO's report provided information about the strategic context within which the budget had been prepared, the medium-term financial plan, the robustness of the estimates, adequacy of reserves and budget risks.

The financial monitoring report for the first eight months of 2019-20 had been reported to the Corporate Governance and Standards Committee on 15 January 2020. The projected net expenditure on the General Fund for the current financial year had been estimated to be £96,766 less than the original estimate.

The CFO, in consultation with the Lead Councillor for Finance and Assets, Customer Service and the Leader of the Council would determine the appropriation of the final balance in June 2020. Any ongoing variances between actual expenditure and budget identified in 2019-20 had been taken into account when preparing the budget for 2020-21.

Appendix 3 to the report provided a list of fees and charges for approval as part of the budget. The Executive had agreed the target increase given to service managers on 26 November 2019, subject to market constraints.

At its meeting held on 21 January 2020, the Executive had considered this report and had endorsed the recommendations therein and approved the transfer to reserves of the sums included in the proposed budget at Appendix 2 to the report and had approved the growth bids referred to in the report.

The Council's attention was drawn to the corrections to the report which were set out in the Order Paper

Under The Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014 and Council Procedure Rule 19 (d), the Council was reminded that a recorded vote would be conducted on the proposed budget and Council tax resolution as set out in the report and the Order Paper circulated at the meeting which contained details of the respective precepts set by Surrey County Council and the Police and Crime Commissioner for Surrey.

The Lead Councillor for Finance and Assets, Customer Service, Councillor Joss Bigmore proposed and the Leader of the Council, Councillor Caroline Reeves, seconded the motion to approve the budget and council tax for 2020-21.

Following the debate, the Council

RESOLVED:

- (1) That the budget be approved, and specifically that the Council Tax requirement for 2020-21 be set at £10,192,858 excluding parish precepts and £11,933,858 to include parish precepts.
- (2) That the Band D Council Tax for 2020-21 (excluding parish precepts) be set at £176.82, an increase of £5.00 (3.00%).
- (3) That the Band D Council Tax for 2020-21 (including parish precepts) be set at £207.02.
- (4) That the Council approves the following, as considered by the Executive on 21 January 2020:
 - (i) the General Fund revenue estimates for 2020-21 including proposed fees and charges relating to General Fund services, as set out in Appendix 3 to the report submitted to the Council;
 - (ii) the Housing Revenue Account estimates for 2020-21, including housing rents and other fees and charges;
 - (iii) the Capital and Investment Strategy for 2020-21; and

- (iv) the Housing Revenue Account capital programme for 2020-21.
- (5) That the Council notes that the Chief Finance Officer, in accordance with the terms of her delegated authority, has calculated the following amounts for the year 2020-21 in accordance with regulations made under Sections 31B (3) and 34(4) of the Local Government Finance Act 1992 (as amended) ('the Act'):
- (i) 57,645.39 being the amount calculated by the Council, in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992, as its council tax base for 2020-21 for the whole Council area.
- (ii) For those parts of the borough to which a parish precept relates:

Parish of	£
Albury	614.54
Artington	140.17
Ash	6,723.59
East Clandon	145.68
West Clandon	697.97
Compton	485.11
Effingham	1,409.54
East Horsley	2,519.93
West Horsley	1,528.13
Normandy	1,353.88
Ockham	261.42
Pirbright	1,240.97
Puttenham	308.70
Ripley	916.15
St. Martha	404.74
Seale & Sands	514.76
Send	2,053.33
Shackleford	373.12
Shalford	1,865.10
Shere	1,993.25
Tongham	885.12
Wanborough	166.96
Wisley (Meeting)	0.00
Worplesdon	3,484.73

being the amounts calculated by the Council, in accordance with Regulation 6 of the 1992 Regulations, as the amounts of its council tax base for the year for dwellings in those parts of its area to which one or more special items relate.

- (6) That the Council calculates the following amounts for the financial year 2020-21 in accordance with Sections 31 to 36 of the Act:

- (i) £170,957,474 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by parish councils.
- (ii) £159,023,615 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act
- (iii) £11,933,858 being the amount by which the aggregate at sub-paragraph (i) above exceeds the aggregate at sub-paragraph (ii) above, calculated by the Council in accordance with Section 31A(4) of the Act, as its council tax requirements for the year.
- (iv) £207.02 being the amount at sub-paragraph (iii) above divided by the amount at sub-paragraph (i) of paragraph (5) above, calculated by the Council, in accordance with Section 31B (1) of the Act, as the basic amount of its Council Tax for the year (including parish precepts).
- (v) £1,876,544 being the aggregate amount of all special items (parish precepts) referred to in Section 34(1) of the Act as follows:

Parish of	£
Albury	45,070
Artington	4,052
Ash	487,080
East Clandon	8,234
West Clandon	23,472
Compton	27,176
Effingham	121,770
East Horsley	140,712
West Horsley	83,172
Normandy	139,999
Ockham	14,870
Pirbright	61,852
Puttenham	13,755
Ripley	67,099
St. Martha	15,030
Seale & Sands	19,000
Send	82,089
Shackleford	15,298
Shalford	96,063
Shere	129,852
Tongham	33,930
Wanborough	4,242
Wisley (Meeting)	0
Worplesdon	242,727
Total	1,876,544

- (vi) £176.82 being the amount at sub-paragraph (iv) above less the result given by dividing the amount at sub-paragraph (v) above by the amount at sub-paragraph (i) of paragraph (5) above,

calculated by the Council in accordance with Section 34(2) of the Act, as the basic amount of its council tax for the year for dwellings in those parts of its area to which no special item (parish precept) relates.

(vii) Part of the Council's area

Parish of	£ p
Albury	250.16
Artington	205.73
Ash	249.26
East Clandon	233.34
West Clandon	210.45
Compton	232.84
Effingham	263.21
East Horsley	232.66
West Horsley	231.25
Normandy	280.23
Ockham	233.70
Pirbright	226.66
Puttenham	221.38
Ripley	250.06
St. Martha	213.95
Seale & Sands	213.73
Send	216.80
Shackleford	217.82
Shalford	228.33
Shere	241.97
Tongham	215.15
Wanborough	202.23
Wisley (Meeting)	176.82
Worplesdon	246.47

being the amounts given by adding to the amount at sub-paragraph (vi) above the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at sub-paragraph (ii) of paragraph (5) above, calculated by the Council in accordance with Section 34(3) of the Act, as the basic amounts of its council tax for the year for dwellings in those parts of its area to which one or more special items relate.

(viii) Part of the Council's area

VALUATION BANDS								
	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
PARISH	£ p	£ p	£ p	£ p	£ p	£ p	£ p	£ p
Albury	166.77	194.57	222.36	250.16	305.75	361.34	416.93	500.32
Artington	137.15	160.01	182.87	205.73	251.45	297.17	342.88	411.46
Ash	166.17	193.87	221.56	249.26	304.65	360.04	415.43	498.52
East Clandon	155.56	181.49	207.41	233.34	285.19	337.05	388.90	466.68
West Clandon	140.30	163.68	187.07	210.45	257.22	303.98	350.75	420.90
Compton	155.23	181.10	206.97	232.84	284.58	336.32	388.07	465.68
Effingham	175.47	204.72	233.96	263.21	321.70	380.19	438.68	526.42
East Horsley	155.11	180.96	206.81	232.66	284.36	336.06	387.77	465.32
West Horsley	154.17	179.86	205.56	231.25	282.64	334.03	385.42	462.50
Normandy	186.82	217.96	249.09	280.23	342.50	404.78	467.05	560.46
Ockham	155.80	181.77	207.73	233.70	285.63	337.57	389.50	467.40
Pirbright	151.11	176.29	201.48	226.66	277.03	327.40	377.77	453.32
Puttenham	147.59	172.18	196.78	221.38	270.58	319.77	368.97	442.76
Ripley	166.71	194.49	222.28	250.06	305.63	361.20	416.77	500.12
St. Martha	142.63	166.41	190.18	213.95	261.49	309.04	356.58	427.90
Seale & Sands	142.49	166.23	189.98	213.73	261.23	308.72	356.22	427.46
Send	144.53	168.62	192.71	216.80	264.98	313.16	361.33	433.60
Shackleford	145.21	169.42	193.62	217.82	266.22	314.63	363.03	435.64
Shalford	152.22	177.59	202.96	228.33	279.07	329.81	380.55	456.66
Shere	161.31	188.20	215.08	241.97	295.74	349.51	403.28	483.94
Tongham	143.43	167.34	191.24	215.15	262.96	310.77	358.58	430.30
Wanborough	134.82	157.29	179.76	202.23	247.17	292.11	337.05	404.46
Wisley (Meeting)	117.88	137.53	157.17	176.82	216.11	255.41	294.70	353.64
Worplesdon	164.31	191.70	219.08	246.47	301.24	356.01	410.78	492.94
TOWN AREA								
Guildford	117.88	137.53	157.17	176.82	216.11	255.41	294.70	353.64

being the amounts given by multiplying the amounts at sub-paragraphs (vi) and (vii) above by the number which in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which

in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

- (7) That the Council notes that for the year 2020-21, (i) Surrey County Council (SCC) have stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Act, for each of the categories of dwelling in the Council's area as shown below and that (ii) the Police and Crime Commissioner for Surrey (PCCS) draft figures below will be presented at the meeting of the Surrey Police and Crime Panel on 7 February 2020.

VALUATION BANDS								
	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
	£ p	£ p	£ p	£ p	£ p	£ p	£ p	£ p
(i) SCC	1,007.64	1,175.58	1,343.52	1,511.46	1,847.34	2,183.22	2,519.10	3,022.92
(ii) PCCS	180.38	210.44	240.51	270.57	330.70	390.82	450.95	541.14

- (8) That the Council authorises the Chief Finance Officer to implement any variation to the overall level of Council Tax arising from the final notification of the Police and Crime Commissioner for Surrey precept.
- (9) That the Council agrees, having calculated the aggregate in each of the amounts at subparagraph (viii) of paragraph (6) and paragraph (7) above, to set the following amounts as the amounts of Council Tax for the year 2020-21 for each of the categories of dwellings shown below in accordance with Section 30(2) of the Act.

Part of the Council's Area:

VALUATION BANDS								
	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
PARISH	£ p	£ p	£ p	£ p	£ p	£ p	£ p	£ p
Albury	1,356.81	1,582.95	1,809.08	2,035.22	2,487.49	2,939.76	3,392.03	4,070.4
Artington	1,327.19	1,548.39	1,769.59	1,990.79	2,433.19	2,875.59	3,317.98	3,981.5
Ash	1,356.21	1,582.25	1,808.28	2,034.32	2,486.39	2,938.46	3,390.53	4,068.6
East Clandon	1,345.60	1,569.87	1,794.13	2,018.40	2,466.93	2,915.47	3,364.00	4,036.8
West Clandon	1,330.34	1,552.06	1,773.79	1,995.51	2,438.96	2,882.40	3,325.85	3,991.0
Compton	1,345.27	1,569.48	1,793.69	2,017.90	2,466.32	2,914.74	3,363.17	4,035.8
Effingham	1,365.51	1,593.10	1,820.68	2,048.27	2,503.44	2,958.61	3,413.78	4,096.5
East Horsley	1,345.15	1,569.34	1,793.53	2,017.72	2,466.10	2,914.48	3,362.87	4,035.4
West	1,344.21	1,568.24	1,792.28	2,016.31	2,464.38	2,912.45	3,360.52	4,032.6

	VALUATION BANDS							
	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
Horsley								
Normandy	1,376.86	1,606.34	1,835.81	2,065.29	2,524.24	2,983.20	3,442.15	4,130.5
Ockham	1,345.84	1,570.15	1,794.45	2,018.76	2,467.37	2,915.99	3,364.60	4,037.5
Pirbright	1,341.15	1,564.67	1,788.20	2,011.72	2,458.77	2,905.82	3,352.87	4,023.4
Puttenham	1,337.63	1,560.56	1,783.50	2,006.44	2,452.32	2,898.19	3,344.07	4,012.8
Ripley	1,356.75	1,582.87	1,809.00	2,035.12	2,487.37	2,939.62	3,391.87	4,070.2
St. Martha	1,332.67	1,554.79	1,776.90	1,999.01	2,443.23	2,887.46	3,331.68	3,998.0
Seale & Sands	1,332.53	1,554.61	1,776.70	1,998.79	2,442.97	2,887.14	3,331.32	3,997.5
Send	1,334.57	1,557.00	1,779.43	2,001.86	2,446.72	2,891.58	3,336.43	4,003.7
Shackleford	1,335.25	1,557.80	1,780.34	2,002.88	2,447.96	2,893.05	3,338.13	4,005.7
Shalford	1,342.26	1,565.97	1,789.68	2,013.39	2,460.81	2,908.23	3,355.65	4,026.7
Shere	1,351.35	1,576.58	1,801.80	2,027.03	2,477.48	2,927.93	3,378.38	4,054.0
Tongham	1,333.47	1,555.72	1,777.96	2,000.21	2,444.70	2,889.19	3,333.68	4,000.4
Wanborough	1,324.86	1,545.67	1,766.48	1,987.29	2,428.91	2,870.53	3,312.15	3,974.5
Wisley (Meeting*)	1,307.92	1,525.91	1,743.89	1,961.88	2,397.85	2,833.83	3,269.80	3,923.7
Worplesdon	1,354.35	1,580.08	1,805.80	2,031.53	2,482.98	2,934.43	3,385.88	4,063.0
TOWN AREA								
Guildford	1,307.92	1,525.91	1,743.89	1,961.88	2,397.85	2,833.83	3,269.80	3,923.7

***Note: Wisley Parish Meeting**

In accordance with the Executive's decision at its meeting on 8 August 2002 (see Minute No. 270 – 2002-03), the Chief Finance Officer has anticipated the precept for 2019-20 for the Wisley Parish Meeting to be £nil and this is reflected in all the relevant Council Tax figures above.

- (10) That the Council determines that the Borough Council's basic amount of council tax for 2020-21 is not excessive in accordance with the principles approved under section 52ZB of the Act.
- (11) That, as the billing authority, the Council notes that it has not been notified by a major precepting authority that its relevant basic amount of Council Tax for 2020-21 was excessive under the regulations and that the billing authority was not required to hold a referendum in accordance with Section 52ZK of the Act.
- (12) That the Council agrees, in respect of council tax payments:
- (i) that the payment dates for the statutory ten monthly instalment scheme be set to run from 2 April to 2 January each year; and
 - (ii) that the payment dates be set as the second day of each month for a customer who has requested to opt out of the statutory scheme under the provisions of The

Council Tax (Administration and Enforcement) (Amendment) (No 2) (England) Regulations 2012.

(13) That the Council agrees, in respect of non-domestic rate payments:

- (i) that the payment dates for the statutory ten monthly instalment scheme be set to run from 2 April to 2 January each year; and
- (ii) that the payment dates be set as the second day of each month for a customer who has requested to opt out of the statutory scheme under the provisions of the Non Domestic Rating (Collection and Enforcement) (Amendment) (England) Regulations 2014.

(14) That the Council approves the annual statement of accounts for Wisley Parish Meeting, which is currently dormant, for the year ended 31 March 2019, as set out below:

	Year ending	
	31 March 2018 £	31 March 2019 £
1. Balances brought forward	3,508	3,525
2. (+) Annual precept	Nil	Nil
3. (+) Total other receipts	17	26
4. (-) Staff costs	Nil	Nil
5. (-) Loan interest/capital repayments	Nil	Nil
6. (-) Total other payments	Nil	Nil
7. (=) Balances carried forward	3,525	3,551
8. Total cash and investments	3,525	3,551
9. Total fixed assets and long-term assets	Nil	Nil
10. Total borrowings	Nil	Nil

Reason for Decision:

To enable the Council to set the Council Tax requirement and council tax for the 2020-21 financial year.

Result of the Recorded Vote:

The motion to adopt the Budget and Council Tax resolution above was approved, with thirty-nine councillors voting in favour, none voting against and two abstentions, as follows:

FOR:

Councillor Paul Abbey
Councillor Tim Anderson
Councillor Jon Askew
Councillor Joss Bigmore
Councillor David Bilbe
Councillor Chris Blow
Councillor Dennis Booth
Councillor Ruth Brothwell
Councillor Colin Cross
Councillor Andrew Gomm
Councillor Angela Goodwin
Councillor David Goodwin
Councillor Angela Gunning
Councillor Gillian Harwood
Councillor Liz Hogger
Councillor Tom Hunt

AGAINST:

ABSTAIN:

Councillor Richard Billington
Councillor Marsha Moseley

FOR:

Councillor Gordon Jackson
Councillor Diana Jones
Councillor Steven Lee
Councillor Nigel Manning
Councillor Julia McShane
Councillor Ann McShee
Councillor Bob McShee
Councillor Masuk Miah
Councillor Ramsey Nagaty
Councillor Susan Parker
Councillor George Potter
Councillor John Redpath
Councillor Maddy Redpath
Councillor Caroline Reeves
Councillor John Rigg
Councillor Tony Rooth
Councillor Pauline Searle
Councillor Patrick Sheard
Councillor Paul Spooner
Councillor James Steel
Councillor James Walsh
Councillor Fiona White
Councillor Catherine Young

AGAINST:

ABSTAIN:

CO116 SELECTION OF DEPUTY MAYOR: 2020-21

Councillors were reminded that, at its meeting on 3 December 2019, the Council had formally nominated the Deputy Mayor, Councillor Marsha Moseley for the Mayoralty for the municipal year 2020-21.

As no nominations in respect of the appointment of the Deputy Mayor for the municipal year 2020-21 had been received, the Council had deferred consideration of the matter to this meeting.

The Council noted that, since the December meeting, Councillor Dennis Booth had been nominated for consideration in respect of the appointment. Councillor Booth left the meeting during the Council's consideration of this matter.

Upon the motion of the Lead Councillor for Finance and Assets, Customer Service, Councillor Joss Bigmore seconded by the Deputy Mayor, Councillor Marsha Moseley, the Council

RESOLVED: That Councillor Dennis Booth be nominated for the Deputy Mayoralty of the Borough for the 2020-21 municipal year.

Reason:

To make early preparations for the selection of the Deputy Mayor for the 2020-21 municipal year.

CO117 MINUTES OF THE EXECUTIVE

The Council received and noted the minutes of the meetings of the Executive held on 22 October and 26 November 2019.

CO118 COMMON SEAL

The Council

RESOLVED: That the Common Seal of the Council be affixed to any documents to give effect to any decisions taken by the Council at this meeting.

The meeting finished at 9.20 pm

Signed
Mayor

Date