

## **GUILDFORD BOROUGH COUNCIL**

Minutes of the Selection meeting of Guildford Borough Council held in the Council Chamber, Millmead House, Millmead, Guildford, Surrey GU2 4BB on Wednesday 17 May 2023

\* The Mayor, Councillor Masuk Miah

\* The Deputy Mayor, Councillor Sallie Barker MBE

- \* Councillor Bilal Akhtar
- \* Councillor Phil Bellamy
- \* Councillor Dawn Bennett
- \* Councillor Joss Bigmore
- \* Councillor David Bilbe
- \* Councillor Honor Brooker
- \* Councillor James Brooker
- \* Councillor Philip Brooker
- \* Councillor Ruth Brothwell
- Councillor Yves de Contades
- \* Councillor Amanda Creese
- \* Councillor Geoff Davis
- \* Councillor Jason Fenwick
- \* Councillor Matt Furniss
- \* Councillor Angela Goodwin
- Councillor Lizzie Griffiths
- \* Councillor Gillian Harwood
- \* Councillor Stephen Hives
- \* Councillor Catherine Houston
- \* Councillor Bob Hughes
- \* Councillor Tom Hunt
- \* Councillor James Jones
- \* Councillor Vanessa King
- \* Councillor Steven Lee
- \* Councillor Sandy Lowry
- \* Councillor Richard Lucas
- \* Councillor Julia McShane
- \* Councillor Richard Mills
- \* Councillor Carla Morson
- \* Councillor Danielle Newson
- \* Councillor Patrick Oven
- \* Councillor George Potter
- \* Councillor Maddy Redpath
- \* Councillor Merel Rehorst-Smith
- \* Councillor David Shaw
- \* Councillor Joanne Shaw
- \* Councillor Howard Smith
- \* Councillor Katie Steel
- \* Councillor Cait Taylor
- \* Councillor Jane Tyson
- \* Councillor James Walsh
- \* Councillor Fiona White
- \* Councillor Dominique Williams
- \* Councillor Keith Witham
- \* Councillor Sue Wyeth-Price
- \* Councillor Catherine Young

\*Present

### **CO10 APOLOGIES FOR ABSENCE**

Apologies for absence were submitted on behalf of Councillors Yves de Contades and Lizzie Griffiths, and from Honorary Aldermen Catherine Cobley, Jayne Marks, Tony Phillips, Lynda Strudwick and Jenny Wicks.

**CO11 DISCLOSURES OF INTEREST**

There were no disclosures.

**CO12 MINUTES**

The Council confirmed, as a correct record, the minutes of the Annual Meeting held on 10 May 2023. The Mayor signed the minutes.

**CO13 APPOINTMENT OF DEPUTY MAYOR 2023-24**

Councillors were reminded that, at its Annual Meeting on 10 May 2023, the Council had deferred consideration of the appointment of the Deputy Mayor for the 2023-24 Municipal Year to this meeting.

Following the Annual Meeting, nominations had been invited, and Councillor Sallie Barker MBE had been nominated.

Upon the motion of Councillor Philip Brooker, seconded by Councillor Matt Furniss, the Council unanimously

RESOLVED: That Councillor Sallie Barker MBE be appointed Deputy Mayor for the municipal year 2023-24.

Councillor Barker made the statutory Declaration of Acceptance of Office, took the Oath of Allegiance, and took her seat on the dais.

**CO14 MAYOR'S COMMUNICATIONS**

The Mayor thanked everyone who had attended the Annual Meeting on 10 May, and the Civic Service on Sunday 14 May 2023.

**CO15 ELECTION OF THE LEADER OF THE COUNCIL**

The Council noted that, in respect of the election of the Leader of the Council, Councillor Julia McShane had been nominated.

Upon the motion of Councillor Catherine Houston, seconded by Councillor George Potter, the Council unanimously

RESOLVED: That Councillor Julia McShane be elected Leader of the Council for a period ending on the day of the next post-election annual meeting of the Council.

Councillor McShane took her seat on the dais.

## **CO16 LEADER'S COMMUNICATIONS**

Councillor McShane congratulated Councillor Barker on her appointment as Deputy Mayor.

Councillor McShane expressed thanks to the Council for her election as Leader. As Leader she highlighted the new administration's focus on making the borough greener, fairer and thriving for all communities.

The Leader indicated that the administration would always seek to work collaboratively with those who were interested in working to make the borough an even better place to live. The significant challenges facing the Council were understood, with performance issues in planning the pressure on finances and recruitment issues impacted by housing affordability. The Council would continue to be committed to the collaboration with Waverley Borough Council and to driving forward proposals to enable more effective working across both councils.

The Council needed to ensure that its finances were sustainable and that public services were protected, particularly those that had a direct and positive impact on the health and wellbeing of the most vulnerable residents.

The Council's housing stock and services to tenants would continue to be a high priority, as would the determination to ensure homes were available for those who needed safe, secure and affordable places to live.

The Leader indicated that the Council would strengthen further the already strong relationships with other authorities and organisations such as the University of Surrey, the Royal Surrey Hospital and Surrey County Council.

By continuing to work together better provision could be made for more affordable homes, access to GP and dental provision, sustainable transport such as improved bus and train services, walking and cycling routes, and improvements to air quality. The Council would continue to support and develop the positive working relationships with parish councils and residents' groups, and would create more opportunities to engage with other groups who had interests in areas of culture, heritage and sport, which contributed so much to the life of Guildford and the villages.

The Leader expressed a wish to create a new Younger Persons' Champion, and Diversity and Inclusion Champion.

The Leader was confident that all councillors had the best interests of the borough at heart and that councillors could work constructively together for the next four years in a culture of positive, collaborative and respectful relationships.

The Leader announced that the following councillors would serve on the new Executive:

- Councillor Tom Hunt (Deputy Leader of the Council)
- Councillor Angela Goodwin
- Councillor Catherine Houston
- Councillor Richard Lucas
- Councillor Carla Morson
- Councillor George Potter
- Councillor Merel Rehorst-Smith

The Leader would announce details of their portfolio responsibilities in the following week.

#### **CO17 PUBLIC PARTICIPATION**

(a) Ruth Stone, Founder of Burpham Wellbeing made a statement to the Council in respect of the need for greater access to public facilities in Burpham to enable more community use and connections. Ms Stone made the following points:

- Grateful to the Council for supporting Burpham Wellfest with grants for the past two years
- Following difficulties in hiring Sutherland Memorial Hall, the Burpham Community Hub was established, and it recently secured a lease to manage the Hall pending final agreement of terms and conditions.
- From its inception the Burpham Community Hub had applied to manage all of Sutherland Memorial Park's facilities for the benefit of the community, including three tennis courts, the Hall and a cricket pavilion.
- The tennis courts are not used most days because they need to be booked by an e-mail system which operates during office hours only.
- Since Wellfest was established, three years ago, the cost of hiring the Park had increased by 400%.

- If the Council did not have the resources to manage these assets, there was a committed community body that could manage them for the community's benefit.

The Leader of the Council responded by stating that she had listened carefully to the representations made. The Leader was in the process of putting the new administration together, and that the new Lead Councillor for this area, once appointed, would wish to look into these matters and communicate with Ms Stone and the local community.

(b) Gavin Morgan, Guildford Heritage Forum made a statement to the Council in respect of seeking the Council's continued commitment to supporting Guildford's heritage. Mr Morgan made the following points:

- Whilst events such as Heritage Open Day and Car Free Day were good examples of how the Council and the community could work together in a meaningful way, it was clear that an honest partnership was needed between the Council and the community, drawing on the community's considerable experience and knowledge.
- The Council was urged not to focus on just the heritage itself but on the value that heritage could bring to the town

The Leader of the Council responded by referring to her earlier statement that the Council would create more opportunities to engage with other groups who had interests in areas such as culture and heritage. The Leader welcomed the creation of a partnership between the Council and the community to take this further and would be happy to organise some meetings in that regard.

(c) Charlie Pope, representative of Burpham Football Club made a statement to the Council in respect of Football Facilities in Burpham and, in particular, Sutherland Memorial Park. Mr Pope made the following comments:

- Sutherland Memorial Park pitch facilities were widely considered among the worst pitches in the area.
- Fees for hiring the pitches were to increase by nearly 20% next season.
- The changing facilities were in desperate need of updating. The Football Foundation Guildford report had described them as "poor quality". The position had been compounded by the loss of one of the changing rooms

to the bowls club, which now meant that there was only one full size changing room, supplying two pitches.

- It was not possible to use the training facilities in the winter due to the floodlights on one side of the Park not being maintained and the astroturf being of very poor quality.
- For the past few years, the Club had not been able to access Sutherland Memorial Hall, which had been used previously as a clubhouse.
- It was hoped that this would change due to the work of the Burpham Community Hub.
- These issues also affected other sports groups that used the facilities.
- It was hoped that a plan could be devised with the Council to look at ways of providing and funding better facilities for sports in the area.

The Leader of the Council responded by acknowledging the issues and difficulties that Burpham Football Club was facing regarding the facilities at Sutherland Memorial Park. The Leader appreciated that such facilities were often required to be shared or have a dual use to enable other groups to use them. The Leader reiterated the need to have conversations with the users of these facilities in order to find a way forward.

(d) Matt Trevail, resident of Burpham, made a statement to the Council in respect of reduced public tennis facilities in Burpham and concerns over the Council's role in getting better use out of sporting facilities. Mr Trevail made the following comments:

- Concern over the Council's increasing lack of support or future planning had become extremely frustrating in recent years, with many issues having been raised in discussions and in emails with the MP, council officers, and the former lead councillor, including the re-opening of Sutherland Memorial Hall.
- Mr Trevail asked why the Council was forcing tennis out of Burpham and refusing to properly explore established online court and pitch management systems, which could be provided at no cost by the Lawn Tennis Association.
- The Council missed out on the chance to get involved in the recent Tennis Opened-up Project, which was a joint project with the government and the LTA involving Parks Tennis investment of £30.5 million.
- As a direct result of the pandemic Burpham Football Club was unfortunately, forced to fold with no support from the Council. Residents had been left

with poorly maintained courts and artificial pitch with no booking system and poor management structure.

- The Council had recently decided to spend £15,000 pounds on a fence to separate one tennis court from the other two without any consultation with local users or experts from the LTA or FA.
- Concern that the Council had indicated that no tennis facilities would be available during the winter months.
- Whilst the Council had allowed one non-local commercial company to undertake, on an ongoing trial basis, the management of tennis facilities at Stoke Park, it would not allow any form of trial for the management of Sutherland facilities for local community groups who were dedicated to improving the facility for use by local people.
- Request that the Council reappoints somebody to take direct responsibility for sports development in the borough.

The Leader of the Council responded by stating that there would be a need for the new administration to review services across all service areas, particularly within the challenging financial constraints the Council was currently facing together with other issues such as inflation, and the cost of living. The Leader agreed that these facilities and sport were very important, as were so many of the other services that the Council provided.

#### **CO18 QUESTIONS FROM COUNCILLORS**

- (a) Councillor Philip Brooker asked the Leader of the Council the following question:

*“Can the Leader confirm what her plans are to increase social housing in the Borough? How many social houses do you intend to provide on a year-on-year basis over the next four years, what sites have been allocated for this, and how will it be financed?”*

- (b) Councillor Bilal Akhtar asked the Leader of the Council the following question:

*“Can the Leader confirm the number of staff currently employed in the Council’s planning enforcement team and also outline any intention to recruit additional staff to the Council’s planning enforcement team?”*

- (c) Councillor Bob Hughes asked the Leader of the Council the following question:

*“Can the Leader please confirm how much the Council has so far spent on agency and temporary staff in 2022/23 across the organisation? What is the projected budget for 2023/24? And can you confirm how much the Council has spent so far on consultants in 2022/23? What is the projected budget for 2023/24?”*

As notice of the above questions was received on Friday 12 May, and that the Council had elected Councillor McShane as Leader at this meeting, the Mayor informed the Council that the newly elected Leader would circulate to all councillors a written response to each question.

### **CO19 APPOINTMENTS TO COMMITTEES 2023-24 AND OTHER APPOINTMENTS**

The Council considered a report on the appointment of councillors to committees for the municipal year 2023-24. Councillors noted the political composition of the Council following the Borough Council elections on 4 May 2023, and the details of each of the political groups on the Council, which were set out in the Order Paper circulated at the meeting.

Details of the proposed committees and their respective size and terms of reference were set out in the report submitted to the Council, including details of the numerical allocation of seats on the committees to the political groups. The Order Paper also included details of each group’s nominations to fill those seats (and substitutes where appropriate), together with the nominations for election of committee and sub-committee chairmen and vice-chairmen.

Upon the motion of the Leader of the Council, Councillor Julia McShane, and seconded by the Deputy Leader of the Council, Councillor Tom Hunt, the Council:

RESOLVED:

- (1) That, for the 2023-24 municipal year and subject to paragraph (2) below, the Council agrees to appoint the committees referred to in the table set out in paragraph 4.1 of the report submitted to the Council, and agrees their respective size referred to therein and the proposed terms of reference, as indicated in Appendix 1 to the report.
- (2) That the Service Delivery Executive Advisory Board be re-named the “Community Executive Advisory Board” and the Strategy and Resources Executive Advisory Board be re-named the “Resources Executive Advisory



Board” and that their respective remits be aligned with the current Joint Management Team structure as indicated below:

“Community EAB” to cover the following service areas:

- Communications and Customer Services
- Community Services
- Environmental Services
- Housing Services
- Regulatory Services
- Commercial Services

“Resources EAB” to cover the following service areas:

- Planning Development
- Regeneration and Planning Policy
- Assets
- Finance
- Legal & Democratic Services
- Organisational Development

(3) That the following numerical allocation of seats on committees to each political group on the Council be approved for the 2023-24 municipal year:

Committee	Lib Dem	Con	R4GV	GGG	Labour
Corp Gov & Standards	4	1	1	0	1
Employment	2	1	0	0	0
Community EAB	6	3	2	0	1
Resources EAB	6	3	2	1	0
Joint Appointments	2	1	0	0	0
Joint Governance	3	1	1	1	0
Licensing	8	3	2	1	1
Overview & Scrutiny	6	2	2	1	1
Planning	8	3	2	1	1
<b>Total no. of seats on committees</b>	<b>45</b>	<b>18</b>	<b>12</b>	<b>5</b>	<b>5</b>

(4) That the nominations for membership and (where applicable) substitute membership of the committees, Executive Advisory Boards, and the joint committees, for the 2023-24 municipal year, be approved in accordance with the wishes of the political groups as indicated below:

**Corporate Governance and Standards Committee**

Appointed Members:

Councillor Phil Bellamy  
Councillor Joss Bigmore  
Councillor Bob Hughes  
Councillor James Jones  
Councillor George Potter  
Councillor James Walsh  
Councillor Fiona White

Substitute Members:

Councillor Bilal Akhtar  
Councillor Honor Brooker  
Councillor Ruth Brothwell  
Councillor Amanda Creese  
Councillor Vanessa King  
Councillor Richard Mills  
Councillor Howard Smith  
Councillor Katie Steel

**Employment Committee**

Appointed Members:

Councillor Philip Brooker  
Councillor Julia McShane  
Councillor Katie Steel

Substitute Members:

Councillor Bilal Akhtar  
The Deputy Mayor, Councillor Sallie Barker MBE  
Councillor Angela Goodwin  
Councillor Bob Hughes  
Councillor James Jones  
Councillor George Potter  
Councillor Cait Taylor  
Councillor Keith Witham

**Community Executive Advisory Board**

Appointed Members:

The Deputy Mayor, Councillor Sallie Barker MBE  
Councillor Dawn Bennett  
Councillor David Bilbé  
Councillor Honor Brooker  
Councillor Amanda Creese  
Councillor Gillian Harwood  
Councillor Steven Lee  
Councillor Sandy Lowry  
Councillor David Shaw  
Councillor Joanne Shaw  
Councillor Katie Steel  
Councillor Cait Taylor

Substitute Members:

Councillor Bilal Akhtar  
Councillor Philip Brooker  
Councillor Ruth Brothwell  
Councillor Geoff Davis  
Councillor Matt Furniss  
Councillor Lizzie Griffiths  
Councillor Steve Hives  
Councillor Bob Hughes  
Councillor James Jones  
The Mayor, Councillor Masuk Miah  
Councillor Richard Mills  
Councillor Danielle Newson  
Councillor Howard Smith  
Councillor Jane Tyson  
Councillor James Walsh  
Councillor Dominique Williams  
Councillor Keith Witham  
Councillor Catherine Young

**Resources Executive Advisory Board**

Appointed Members:

Councillor Phil Bellamy  
Councillor James Brooker  
Councillor Ruth Brothwell  
Councillor Yves de Contades  
Councillor Geoff Davis  
Councillor Matt Furniss  
Councillor Steve Hives  
Councillor Vanessa King  
Councillor Richard Mills  
Councillor Joanne Shaw  
Councillor Jane Tyson  
Councillor Catherine Young

Substitute Members:

Councillor Bilal Akhtar  
The Deputy Mayor, Councillor Sallie Barker MBE  
Councillor Dawn Bennett  
Councillor David Bilbé  
Councillor Honor Brooker  
Councillor Philip Brooker  
Councillor Jason Fenwick  
Councillor Lizzie Griffiths  
Councillor Gillian Harwood  
Councillor Bob Hughes  
Councillor James Jones  
Councillor Steven Lee  
Councillor Patrick Oven  
Councillor David Shaw  
Councillor Katie Steel  
Councillor Cait Taylor  
Councillor Dominique Williams  
Councillor Keith Witham

**Guildford and Waverley Joint Appointments Committee**

Appointed Members:

Councillor Philip Brooker  
Councillor Julia McShane  
Councillor Fiona White

**Guildford and Waverley Joint Governance Committee**

Appointed Members:

Councillor Joss Bigmore  
Councillor Philip Brooker  
Councillor Jason Fenwick  
Councillor Julia McShane  
Councillor Danielle Newson  
Councillor Merel Rehorst-Smith

**Licensing Committee**

Appointed Members:

Councillor Bilal Akhtar  
Councillor Amanda Creese  
Councillor Gillian Harwood  
Councillor Catherine Houston

Councillor Bob Hughes  
Councillor Tom Hunt  
Councillor Sandy Lowry  
The Mayor, Councillor Masuk Miah  
Councillor Patrick Oven  
Councillor David Shaw  
Councillor Katie Steel  
Councillor Jane Tyson  
Councillor Keith Witham  
Councillor Dominique Williams  
Councillor Catherine Young

### **Overview and Scrutiny Committee**

#### Appointed Members:

Councillor Honor Brooker  
Councillor Jason Fenwick  
Councillor Matt Furniss  
Councillor Lizzie Griffiths  
Councillor Gillian Harwood  
Councillor Steven Lee  
Councillor Maddy Redpath  
Councillor Katie Steel  
Councillor James Walsh  
Councillor Fiona White  
Councillor Dominique Williams  
Councillor Sue Wyeth-Price

#### Substitute Members:

All non-Executive councillors not appointed to this Committee may substitute for any member of the Committee from the same political group

### **Planning Committee**

#### Appointed Members:

Councillor Bilal Akhtar  
Councillor David Bilbé  
Councillor Lizzie Griffiths  
Councillor Steve Hives  
Councillor James Jones  
Councillor Vanessa King  
Councillor Richard Mills  
Councillor Patrick Oven  
Councillor George Potter  
Councillor Maddy Redpath  
Councillor Joanne Shaw  
Councillor Howard Smith  
Councillor Cait Taylor  
Councillor Fiona White  
Councillor Sue Wyeth-Price

#### Substitute Members:

The Deputy Mayor, Councillor Sallie Barker MBE  
Councillor Phil Bellamy  
Councillor Joss Bigmore  
Councillor James Brooker  
Councillor Philip Brooker  
Councillor Ruth Brothwell  
Councillor Amanda Creese  
Councillor Jason Fenwick  
Councillor Matt Furniss  
Councillor Catherine Houston  
Councillor Bob Hughes  
Councillor Richard Lucas  
Councillor Merel Rehorst-Smith  
Councillor Jane Tyson  
Councillor James Walsh  
Councillor Keith Witham

Councillor Catherine Young

- (5) That, for the 2023-24 municipal year, the councillors indicated in the table below be elected as chairman of the committees/sub-committees/ EABs referred to therein:

<b>Committee</b>	<b>Chairman</b>
Employment Committee	CLlr Julia McShane
Community EAB	CLlr Katie Steel
Licensing Sub-Committee (up to 7 designated sub-committee chairmen)	CLlr Amanda Creese CLlr Gillian Harwood CLlr Masuk Miah CLlr Patrick Oven CLlr Katie Steel CLlr Keith Witham CLlr Catherine Young
Planning Committee	CLlr Fiona White

- (6) That the election of vice-chairman of the Employment Committee, Community EAB, and Planning Committee be dealt with at their first meetings of the municipal year.
- (7) That the Council re-appoints Murray Litvak as a co-opted independent member of the Corporate Governance and Standards Committee for the four-year period 2023-2027.
- (8) That the Council re-appoints Julia Osborn (Send Parish Council), Ian Symes (Effingham Parish Council), and Tim Wolfenden (Shalford Parish Council) as co-opted parish members on the Corporate Governance and Standards Committee for a period up to the appointment of their successors.
- (9) That the Council appoints Councillor Honor Brooker as Older Persons' Councillor Champion for 2023-24.
- (10) That, in accordance with Section 28 (7) of the Localism Act 2011, the Council appoints the following persons as Independent Persons for a four-year term of office expiring in May 2027:
- Andrea Armstrong
  - Vivienne Cameron
  - Jane Clarke
  - Bill Donnelly

- John Smith

(11) That the Council agrees that the time at which Council and Committee meetings shall normally begin shall remain at 7pm.

Reasons for Recommendation:

- To comply with Council Procedure Rules 23 and 29 of the Constitution in respect of the appointment of committees and election of chairmen and vice-chairmen
- To enable the Council to comply with its obligations under the Local Government and Housing Act 1989 in respect of the political proportionality on its committees.
- To enable the Council to comply with the requirements of the Police Reform and Social Responsibility Act 2011.
- To enable the Council to comply with its obligations under Section 28 (7) of the Localism Act 2011.

Contested Appointments: Committee Chairmen

The Council was invited to vote on the contested elections in respect of the chairmen of the following committees:

- Corporate Governance and Standards Committee
- Resources EAB
- Licensing Committee
- Overview & Scrutiny Committee

The Council

RESOLVED:

- (1) That Councillor Phil Bellamy be elected chairman of the Corporate Governance & Standards Committee for the 2023-24 municipal year, and Councillor Bob Hughes be elected vice-chairman.
- (2) That Councillor Ruth Brothwell be elected chairman of the Resources EAB for the 2023-24 municipal year, and Councillor Richard Mills be elected vice-chairman.

- (3) That Councillor Catherine Young be elected chairman of the Licensing Committee for the 2023-24 municipal year, and Councillor Keith Witham be elected vice-chairman.
- (4) That Councillor James Walsh be elected chairman of Overview & Scrutiny Committee for the 2023-24 municipal year, and Councillor Matt Furniss be elected vice-chairman.

#### Appointment of Representative on the Surrey Police and Crime Panel

The Council was also invited to vote on the contested appointment of the Council's representative on the Surrey Police and Crime Panel for the period 2023-2027.

The Council

RESOLVED: That Councillor Danielle Newson be appointed the Council's representative on the Surrey Police & Crime Panel for the period 2023-2027.

#### Appointment of Councillor Champions

The Council was also invited to vote on the contested appointment of Councillor Champions for the 2023-24 municipal year.

The Council

RESOLVED:

- (1) That Councillor Steve Hives be appointed as Armed Forces Champion for the 2023-24 municipal year, and the Deputy Mayor, Councillor Sallie Barker MBE be appointed as the deputy Armed Forces Champion.
- (2) That Councillor Howard Smith be appointed as Historic Environment & Design Champion for the 2023-24 municipal year, and Councillor Richard Mills be appointed as the deputy Historic Environment & Design Champion.

#### **CO20 APPOINTMENT OF HONORARY FREEMAN**

The Council considered a report on a nomination received for the appointment of Mr David John Goodwin as Honorary Freeman of the Borough. Councillors were reminded that, under the Council's adopted Protocol on the appointment, role, status, rights and obligations of Honorary Freemen and Honorary Aldermen, a

person shall be deemed eligible for appointment as an honorary freeman provided that they met all of the following requirements:

The person shall:

- be a person of distinction
- have given eminent service to the borough; and
- have a strong and continuing connection with and commitment to the borough of Guildford, or have made a major contribution to national life and in doing so have enhanced the reputation of the borough.

Details of Mr Goodwin's eminent and distinguished service to the Borough, were appended to the report submitted to the Council.

Upon the motion of Councillor Fiona White, seconded by Councillor Julia McShane, the Council

RESOLVED: That a special meeting of the Council be convened on Thursday 1 June 2023 at 7pm at the Guildhall for the purpose of conferring upon Mr David Goodwin the title of Honorary Freeman of the Borough.

Reason:

To recognise formally Mr Goodwin's eminent and distinguished service to the Borough of Guildford.

**Note:** By reason of the special circumstances described below, the Mayor considered that this item should be dealt with at this meeting as a matter of urgency pursuant to Section 100B 4 (b) of the Local Government Act 1972.

**Special Circumstances:** To enable the Council to consider as expeditiously as possible the nomination submitted.

The meeting finished at 8.07 pm

Signed .....

Mayor

Date .....