



HASLEMERE TOWN COUNCIL

Town Hall, High Street, Haslemere, Surrey GU27 2HG
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Minutes of the Haslemere Town Council Meeting held at 7pm on Thursday 22nd January 2026. 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. Georgia Hase (Haslemere Herald) was in attendance and Cllr Harmer attended via Zoom.

1/26 APOLOGIES FOR ABSENCE

RESOLVED: Apologies are accepted from Cllrs Bridge (away for study), Banfield (work), and Cllr Waters who will be absent for the next 3 months (health).

Cllr Weldon was not present and did not send apologies.

2/26 DISCLOSURE OF INTERESTS

None

3/26 MINUTES OF THE LAST MEETING

RESOLVED: That the minutes of the meeting held 20th November 2025 are adopted as a true record and signed by the Mayor.

4/26 REPRESENTATION BY THE PUBLIC

None.

5/26 UPDATES FROM DISTRICT AND COUNTY COUNCILLORS

Surrey County Council:

Cllr Robini reported that a section of the High Street (outside The Swan) has been repaved. A great job was done.

Cllr Harmer informed Members that he had served as a Councillor during the previous local government reorganisation in 1974 and therefore had relevant experience of the process. He further advised that, as part of any forthcoming reorganisation, a one-year shadow council would be established for elected Members prior to full implementation.

Waverley Borough Council:

Cllr Nicholson reported that 3 committees have been set up with Guildford Council prior to the Unitary election on the 6th May:

- Joint Executive
- Joint Standards
- Joint Scrutiny

Cllr Paul Follows is the WBC representative.

6/26 MAYOR'S UPDATE

The Mayor gave a report on her activities over the past 2 months, highlights include:

- Charities Fair – The fair was a great success and £450 was raised for the Mayor's Charities
- Beacon Hill Light Switch On – A festive event featuring Christmas stalls and carol singing
- HTC Christmas Carols at the Museum – Very well attended with over 550 people at the event, hosted by the Town Crier with music from The Town Band and The Rock.
- Grovers Gardens – This Saturday there will be another working party at the gardens from 10am to 12pm
- Gala Ball – This event takes place on the 21st February at the Haslemere Hall, 84 tickets have been sold so far but still have some availability.
- The Mayor's Civic Reception will take place at The Royal British Legion on the 19th April from 6pm – 8pm, invites to follow.

19:10 Cllr Aslam arrived.

7/26 CLERK'S UPDATE

Elections – Estimated Costs

The Clerk reported that an estimate had been received from Guildford and Waverley Electoral Services indicating that the cost to Haslemere Town Council for the 2027 elections is projected to be £160,000. For comparison, the Council's contribution towards the 2025 election costs was £25,500. The Clerk has asked Waverley Borough Council for more information as to how this figure was arrived at, they are currently investigating the matter.

8/26 FINANCIAL MATTERS

RESOLVED: 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.

9/26 BUDGET

Cllr Leach confirmed that the budget and budget report for 2026-27 are unchanged since they were presented to Council in November. He formally thanked Cllr Waters for his hard work in producing the budget. Cllr Leach also stated that that despite the large increase, the council's precept per Band D remains considerably lower than neighbouring towns and the National average.

RESOLVED:

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 noted 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.

10/26 CIL FUNDING APPLICATION – THE LINK

RESOLVED: that the recommendation by the Amenities & CIL committee to award a further £100K from the Neighbourhood CIL to the Haslemere Parochial Church Council to complete the refurbishment of the Link Community Hub is approved.

11/26 INTERIM INTERNAL AUDIT REPORT

The report was noted by the Council.

12/26 FINANCE, LAND AND ASSET RISK ASSESSMENT 2026

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

13/26 CBES TERMS OF REFERENCE

RESOLVED: That the Terms of Reference of the CBES are approved.

14/26 SCHEDULE OF MEETINGS 2026-2027

RESOLVED: that the schedule of meetings appended to the Agenda is approved up to April 2027. May 2027 date to be amended and recirculated as it is too close to the town election.

15/26 MINUTES OF COMMITTEE MEETINGS

Committees with delegated decision making:

- Planning and Highways – 18th Dec 25 & 15th Jan

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

Committees with no or limited decision making:

None held since the last Full Council meeting.

16/26 COMMUNITY ASSET TRANSFER UPDATE

Cllr Carter reported that the Council had been careful to proceed only with essential land transfers at this stage. He added that while there are further sites on the Council's wish list, these would be reconsidered once the structure and arrangements of the new organisation become clearer.

Cllr Robini expressed disappointment that the Council had not been able to secure the transfer of the High Street public toilets, noting that Haslemere Town Council would still be responsible for their maintenance. The Town Clerk advised that Waverley Borough Council had confirmed this decision was due to the site being classed as part of the town's Key Site. She further reported that Waverley may be able to offer the Council an extended lease, and that she would confirm the terms in due course.

Cllr Keen queried whether Community Infrastructure Levy (CIL) funding could be utilised to refurbish or upgrade the facilities.

RESOLVED:

- i. No further land transfer requests are made to WBC currently.
- ii. A small subgroup of the Working Party consisting of Cllrs Arrick, Carter (Chair), Keen, Matthes and Miller is formed to consider the running of the War memorial Recreation Ground once transferred, and make a recommendation back to Full Council.
- iii. The Clerk notifies Surrey Hills Solicitors that they are instructed to act as the town Council's solicitors in legal work relating to the community asset transfers from Waverley Borough Council.
- iv. 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.

17/26 MIGRATION TO GOV.UK DOMAIN

The clerk reported that the council's IT provider had reviewed their quote and reduced it by 10%. They have estimated the number of hours required to do the work, this will be largely dependent on the amount of support needed after the migration is done. Council will only be invoiced for work done.

RESOLVED: That the quote from the council's IT provider for £974.80 +VAT is accepted, to be paid from general reserves.

18/26 COMMUNITY INFRASTRUCTURE LEVY UPDATE

Council noted the update.

Cllr Arrick confirmed that the Beacon Hill primary school project is currently on hold due to the issues with the building.

19/26 REPORTS FROM REPRESENTATIVES

Love Haslemere Hate Waste - Cllr Austin

- LHHW are in the process of transitioning to to a charity status
- Current Usage: 30 families a day /6 days a week

Chamber of Commerce - Cllr Leach

Cllr Leach reported that the Clerk had obtained permission from Waverley Borough Council to use the small car park adjacent to the High Street public toilets as a temporary market during the closure of Waitrose. The first market is scheduled to commence on Friday, 30th January, and will be held weekly thereafter.

20/26 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.”

21/26 STAFFING MATTERS

Cllr Keen was pleased to report that Amelia King has successfully completed her probationary period. Members noted that Amelia is a valued member of the Town Hall team and has brought fresh ideas and enthusiasm to the Council’s work.

Events

Christmas Market - The Town Clerk reported that Haslemere Town Council would potentially no longer be taking over responsibility for the Christmas Market, as Haslemere Events had possibly found someone else.

Inspector Donaldson Day – Council acknowledged that Inspector Donaldson Day may be restructured and delivered in a different format, now that the current host has moved from the area.

It was further noted that the administration involved in managing events and bookings on the council’s land has significantly increased, and it was agreed that Haslemere Town Council staff are not able to undertake administrative work on behalf of external organisations.

RESOLVED:

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

Meeting finished at 20:05

Signed.....

Date.....

Chairman of Meeting