

Blackwater and Hawley Town Council
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To All Members of the Council:
 You are hereby summoned to attend a meeting of the Council
 At the Hawley Memorial Meeting Room, Hawley Green
 On Monday 8th April, after the Planning and Payments Meeting
 For the purpose of transacting the following business.

Signed:

Mr T Gahagan
 Executive Officer

Date: 2nd April 2019

AGENDA

- 1 Apologies
- 2 Councillors' Declarations of Disclosable Pecuniary Interests (DPI's) and/or Councillors' Dispensations - The Council adopted the Code of Members' Conduct on 10th September 2012. For further details visit www.blackwaterandhawleytowncouncil.gov.uk/17/the-code-of-members-conduct
- 3 Report of the Chair of the Council
- 4 Councillors' Questions - On any matter of relevance to the parish – time limit fifteen minutes.
- 5 Democratic Fifteen Minutes – This is when the public are allowed to speak and ask questions, but with priority given to items on the agenda. The public may not subsequently speak or ask questions during the meeting of the Council.
- 6 Minutes - After consideration to approve the signature of the minutes by the chair as a correct record. The minutes of the Council meeting held on 25th February 2019.
- 7 Matters Arising - From the minutes.
- 8 To Receive and Consider Reports and Minutes of Committees and Sub-Committees
 P&P Minutes P&P Minutes 25th February 2019: P&P Minutes 18th March 2019.
- 9 To Receive Reports from Outside Bodies
- 10 Yelabus
 To receive a presentation from a representative of Yelabus in support of their request for a £1,000 grant towards the cost of providing this service and to make a decision on that request.
- 11 Citizen Advice Hart
 To consider the request from Citizens Advice Hart for a £1,000 grant towards their costs in 2019-20 and to make a decision on that request.
- 12 Neighbourhood Plan Steering Group Terms of Reference
 To consider amendment of the Neighbourhood Plan Steering Group Terms of Reference to allow the position of Chair to be held by either a member of the public or the Town Council. The relevant section of the terms of reference currently states: "*The Chair should not be a member of the Town Council. However, since the Town Council is the qualifying body, the Vice-Chair will need to be a member of the Town Council.*" Suggested amended wording: "*The Chair and Vice-Chair roles should be held by a member of the Town Council and a member of the public. Where the role of Chair is held by a Town Councillor, the Vice-Chair role should be held by a member of the public and vice-versa.*"
- 13 Town Centre Planters
 To consider awarding a contract to plant up and maintain the four town centre planters throughout the year, including refurbishment of the planter on the Green Lane/A30 corner.
 Quote A. Total £2,795 excl. vat. includes supplying and planting.
 Quote B. Total £3,850 excl. vat. includes preparing, replanting, pruning, maintenance and watering.
- 14 The Sports Field
 To consider commissioning the Sports Turf Research Institute (STRI) to conduct an appraisal of the condition of the sports field at a cost of £1,527.50 excl. vat.
- 15 The Bar
 (i) To consider the carpeting and wooden flooring options and quotes for the bar and to decide which option to implement.
 Quote A. £2,182 excl. vat: carpeting downstairs bar seating area, non-slip vinyl to front of bar area (excludes stairs and upper bar area).
 Quote B. £2,614.16 excl. vat: non-slip vinyl from patio doors to front of bar area, carpet downstairs seating area (excludes stairs and upper bar area).
 Quote C. £3,850 excl. vat: Polyflor Camaro (wood effect) downstairs bar seating area, non-slip vinyl to front of bar area (excludes stairs and upper bar area)
 (ii) To consider the purchase of new fridges for the bar and to decide which ones to buy.

- 16 Leisure Flat Annual Agreement
To sign lease for continued alternative therapy use for 2019-20.
- 17 First Floor Blackwater Centre
To sign lease for the period 1st May 2019 to 30th April 2022, includes a 3% increase each year as previously agreed.
- 18 Executive Officer's Report
- 19 Exclusion of Press and Public - It is suggested that pursuant to the provisions of Section 100A of the Local Government Act 1972, and in view of the nature of the business to be transacted or the nature of the proceedings, a resolution be passed excluding the public from the meeting for the consideration of the under-mentioned on grounds that exempt information is likely to be disclosed within the meaning of Section 1001, and the specific paragraphs of Part 1 of Schedule 12A of the Act.