

13th May 2019

Blackwater and Hawley Town Council
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To All Members of the Council:

You are hereby summoned to attend the Council Annual General Meeting
At the Hawley Memorial Meeting Room, Hawley Green
On Monday 13th May 2019 at 7pm
For the purpose of transacting the following business.

Signed:

Executive Officer

Date: 3rd May 2019

AGENDA

- 1 To Receive Newly-Elected Councillors' Acceptance of Office
- 2 To Receive Newly-Elected Councillors' Register of Interests Declarations
- 3 To Elect the Chair of the Council
- 4 To Receive the Chair's Acceptance of Office
- 5 To Elect the Vice Chair of the Council
- 6 To Elect the Chair of Finance
- 7 To Elect the Vice Chair of Finance
- 8 To Elect the Chair of Planning and Payments
- 9 To Elect the Vice Chair of Planning and Payments
- 10 To Elect Representatives on Outside Bodies
 - a) Hampshire Association of Local Councils (HALC)
 - b) Hart District Association of Parish/Town Councils (HDAPTC)
 - c) Blackbushe Airport Consultative Committee
 - d) Transport Local Representation
 - e) Blackwater Valley Countryside Partnership (BVCP)
 - f) Yateley and Hawley Welfare Trust
 - g) Hawley Fayre Steering Committee
 - h) Campaign for the Protection of Rural England (CPRE)
 - i) Neighbourhood Plan Committee
- 11 Apologies
- 12 Councillors' Declarations of Disclosable Pecuniary Interests (DPI's) and/or Councillors' Dispen-sations - 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
- 13 Report of the Chair of the Council
- 14 Councillors' Questions - On any matter of relevance to the parish – time limit fifteen minutes.
- 15 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.

- 16 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 8th April 2019.
- 17 Matters Arising – From the minutes.
- 18 To Receive and Consider Reports and Minutes of Committees and Sub-Committees
P&P Minutes 8th April 2019.
- 19 To Receive Reports from Outside Bodies
- 20 2018-19 Financial Review and General Reserves Summary
- 21 To Receive and Approve the 2018-19 Annual Governance and Accountability Return (AGAR)
 - a) To receive and approve the Internal Auditor's report - 12th February 2019
 - b) To receive and approve Annual Internal Audit Report 2018-19
 - c) To complete and approve by resolution part 1 Annual Governance Statement of the Return
 - d) To approve by resolution and sign part 2 Accounting Statements of the Return
 - e) To confirm re-appointment of Mr Paul Reynolds Internal Auditor for 2019-20
- 22 2019-20 Insurance and Asset Review
- 23 Hampshire Association of Local Councils Ltd (HALC) Membership Agreement
To approve and sign the new membership agreement for 2019-20
- 24 To Review and Update Standing Orders and Finance Regulations
Following the retirement of the Executive Officer.
- 25 To Update Bank Signatories
Taking into account recent office changes, outgoing and newly-elected Councillors following the Parish Elections.
- 26 Yelabus
To receive an update on the payment query raised at the last meeting and receipt of the previous four years accounts information requested at the previous meeting.
- 27 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.
This item was deferred from the previous meeting in order to seek further advice and provide a further update.
- 28 Executive Officer's Report
- 29 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.