



BLACKWATER AND HAWLEY TOWN COUNCIL

Minutes of the Annual Meeting of the Town Council held on Monday 16th May 2022 at 7.15pm Memorial Hall, Hawley Green GU17 9BW

Present – Councillors:

Adrian Collett	Dave Lister
Brian Blewett	Trish Monks
Bob Harward	Sara Usher

In attendance:

Jo Shaw (Town Clerk)

C5031 ELECTION OF CHAIR OF THE COUNCIL AND TO RECEIVE THE CHAIR'S SIGNED DECLARATION OF ACCEPTANCE OF OFFICE FOR 2022/23

Councillor Adrian Collett proposed Councillor Trish Monks for the office of Chair of the Council for municipal year 2022/23. Councillor Bob Harward seconded and following a unanimous vote it was

RESOLVED that Councillor Trish Monks be elected to the Office of Chair of the Council for the ensuing municipal year. Councillor Trish Monks signed her Acceptance of Office for 2022/23.

C5032 ELECTION OF VICE CHAIR OF THE COUNCIL

The newly elected Chair asked for nominations for the position of Vice Chair of the Council for 2022/23. One nomination was proposed and seconded and following a unanimous vote, it was

RESOLVED that Councillor Sara Usher be elected Vice Chair of the Council for the municipal year 2022/23.

C5033 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Andy Tarbet and Terry Hunt.

C5034 DECLARATIONS OF INTEREST

a) To receive declarations of interest for any item on the agenda

There were no declarations of interest received for any item on the agenda.

b) To request completion of Member's Notification of Disclosable Pecuniary Interests forms (attached)

All Councillors agreed to complete and return the updated 'Member's Notification of Disclosable Pecuniary Interest' form for 2022/23 to the Town Clerk.

C5035 COUNCILLORS QUESTIONS

Speed Reminder Signs - Cllr Adrian Collett asked about the speed signs that are placed around the parish as part of the Lengthsman Scheme. Particularly the siting and frequency of the sign outside Hawley Primary School following an

increase in speeding and a recent accident. The Town Clerk agreed to obtain further details.

Parish Benches and Noticeboards - Cllr Adrian Collett highlighted a broken bench situated at Jays Nest Close and requested that the Town Council replace a missing seat plank. It was also suggested that the surrounding area at this site, and around the bench situated at Fir Drive, be trimmed of nettles and that the remaining seat planks were sanded. It was also requested that maintenance take place to Parish noticeboards. The Town Clerk agreed to create a list of the parish benches.

Welcome to Blackwater Signs – Cllr Trish Monks asked about the signs on the routes into Blackwater and it was agreed that the Town Clerk add this as an item on the next Council agenda.

Damaged Railings in Blackwater – Cllr Adrian Collett highlighted the increasing number of damaged railings in the Town Centre and explained that the Hampshire Highways contractor uses a priority system for their workload and, due to the large area covered, work is carried out by areas. Councillor Collett had requested a higher priority category for the damaged railings due to the danger for pedestrians.

Councillor Brian Blewett arrived at 7.30pm

C5036 DEMOCRATIC FIFTEEN MINUTES

No questions or comments were received from members of the public.

C5037 MINUTES OF THE LAST MEETING

a) To Approve the Minutes of the Last Meeting

The minutes of the meetings held on 25th April 2022 were agreed with the following alterations:

C5020 Blackbushe Airport Consultative Committee – Collett replaced Collet

C5022 Estates Report, Coffee Shop on the Green – slabs replaced slaps

C5022 Estates Report, b) Asbestos Removal – Memorial Hall – April 2022 replaced March 2022.

b) Matters Arising

Jubilee Grant – The Town Clerk agreed to chase the outcome of the Jubilee Grant Application from Hart District Council.

C5038 REPORT OF THE CHAIR OF THE COUNCIL

There was no report from the Chair of the Council.

C5039 STANDING COMMITTEES

a) To agree the following committees shall continue for 2022/23, the number of seats and to appoint Members:

i) Planning & Payments Committee

RESOLVED that all Councillors be Members of the Planning and Payments Committee

Signed Chair

ii) Finance Committee

RESOLVED that all Councillors be Members of the Finance Committee

iii) Staffing Committee

RESOLVED that Councillors Bob Harward, Trish Monks and Sara Usher be Members of the Staffing Committee + 1 other TBC

b) Chairs of Standing Committees

i) Planning & Payments Committee

RESOLVED that Councillor Terry Hunt be appointed Chair, with Councillor Bob Harward as Vice Chair of the Planning and Payments Committee

ii) Finance Committee

RESOLVED that Councillor Brian Blewett be appointed Chair, with Councillor Dave Lister as Vice Chair of the Finance Committee

iii) Staffing Committee

RESOLVED that Councillor Sara Usher be appointed Chair, with Councillor Trish Monks as Vice Chair of the Staffing Committee

C5040 APPOINTMENT OF COUNCIL REPRESENTATIVES ON OUTSIDE AND OTHER BODIES

The following Council representatives were appointed to outside bodies:

Hampshire Association of Local Councils (HALC)
Councillors Trish Monks and Sara Usher

Hart District Association of Parish/Town Councils (HDAPTC)
Councillors Trish Monks and Sara Usher

Blackbushe Airport Consultative Committee
Councillor Terry Hunt (with Councillor Bob Harward as reserve)

Transport Local Representation
Councillor Brian Blewett

Blackwater Valley Countryside Partnership (BVCP)
Councillors Andy Tarbet and Dave Lister (with Councillor Brian Blewett as reserve)

Yateley & Hawley Welfare Trust
Councillor Brian Blewett

Hawley Fayre Steering Committee
Councillors Terry Hunt and Brian Blewett (with Councillor Trish Monks as reserve)

Signed Chair

Campaign for the Protection of Rural England (CPRE)
Appointment postponed to ascertain whether the appointment was required.

Neighbourhood Plan Committee
Appointments postponed for informal discussion by Councillors following the Planning & Payments Committee Meeting to be held on 30th May 2022.

C5041 REPORTS FROM REPRESENTATIVES ON OUTSIDE AND OTHER BODIES

There were no reports from outside bodies.

C5042 TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES AND SUB-COMMITTEES

- The Minutes of the Planning & Payments Committee Meeting held on 25th April 2022 were received.

C5043 FINANCE 2021/22

a) Detailed Income and Expenditure Reports 31/03/22

Councillors noted the contents of the year end Income and Expenditure Reports for 2021/22.

b) Bank – Cash and Investment Reconciliation 31/3/2022

Councillors noted the contents of the reconciliation report dated 31st March 2022.

c) End of Year Financial Report

Councillors noted the contents of the Year End Documentation for 2021/22 which was due to be examined by the Internal Auditor on 24th May 2022.

C5044 ESTATES REPORT

Coffee Shop on the Green

The Coffee Shop Manager had almost completed the statutory legal paperwork file for the Coffee Shop and discussions on the new food menu were due to start shortly. Sales of scoop ice cream were strong and anticipated to increase with the summer weather.

The patio area renovations were complete and work to start on the new entrance step would commence shortly. Access for wheelchair users and those with mobility issues would be via the far car park.

The Hawley FC presentation evening on 13th May is expected to be busy, stocks were increased and a BBQ would run from the Coffee Shop. Further BBQ's will take place on Thursday 2nd June and Sunday 5th June during the Jubilee Celebrations.

Inn on the Green

Sales had been good since the start of the financial year alongside the improving weather conditions, the return of cricket, further boosted on a Friday evening with the pizza van attendance. Increased awareness of the bar was evident with the improvement in signage and general increased footfall to the site.

The bar will be busy during the Hawley presentation evening on 13th May, and over the Platinum Jubilee weekend especially in conjunction with BBQ's running from the Coffee Shop.

Signed Chair

Memorial Hall

The Town Clerk reported that the asbestos removal had been successfully completed and work had started on the remedial tasks and improvements to the function bar. Two new heavy duty metal doors had been purchased for the 'cellar' and back door to the bar to improve security.

Function booking enquiries had increased recently which indicated increases in future use of the hall and income generally.

Leisure Centre

Work to fix the roof in the hall will take place once with an improvement in the weather and once the Site Team had completed the Memorial Hall bar improvements.

Sports Pitch

Football

With the completion of a successful football season apart from the Presentation evening on 13th May planning had started on arrangements for next season including the number of teams playing and pitch maintenance.

Cricket

Frimley Phoenix Cricket Club had returned with a full fixture list. Further discussions on the 10 year lease agreement were under way.

Town Centre Planters

Council staff continue to water the new plants in the planters at Blackwater Centre. The lamp post electrical inspections had taken place confirmation received that the licences from Hart for the hanging baskets, barrier baskets and cubes are in place. The Town Clerk reported that the hanging baskets, cubes and railing planters were ready for collection.

C5045 BLACKWATER BUZZ

Councillors noted the contents of the article submitted by the Town Clerk for the May 2022 edition of the Blackwater Buzz.

C5046 OTHER BUSINESS – NOT FOR DECISION

Jubilee Celebrations – Cllr Trish Monks highlighted the forthcoming Jubilee Celebrations to be hosted by the Town Council.

Annual Town Meeting – Cllr Trish Monks reminded Councillors of the forthcoming Annual Parish Meeting of the Electorate to be held on 26th May 2022 in the Memorial Hall at 7pm.

C5047 EXCLUSION OF THE PUBLIC & PRESS

RESOLVED that, in view of the confidential nature of the business to be transacted, it was advisable that the public and press were temporarily excluded and asked to withdraw for remaining items on the Agenda.

C5048 CONFIDENTIAL MINUTES

C5049 MATTERS ARISING

C5050 ANNUAL STAFF APPRAISALS

C5051 OTHER CONFIDENTIAL BUSINESS - NOT FOR DECISION

The meeting ended at 9.36pm

Signed Chair