



NOTICE OF COUNCIL MEETING

TOWN COUNCIL

**Monday 18th November 2024 immediately following the
Planning & Payments Committee Meeting
Council Chamber, Memorial Hall, Hawley Green GU17 9BW**

Councillors are hereby summoned to attend the following meeting.
Please inform the Clerk if you are unable to attend.

This is a meeting in public. If you would like to join and have any special requirements eg. access or a copy of the agenda in another format, eg. large print, please contact us.

Agendas and minutes are available at www.blackwaterandhawleytowncouncil.gov.uk

J Shaw

Town Clerk

12th November 2024

AGENDA

- 1. APOLOGIES FOR ABSENCE**
To receive any apologies for absence from the meeting
- 2. DECLARATIONS OF INTEREST**
To receive declarations of interest for any item on the agenda
- 3. COUNCILLORS QUESTIONS**
To receive questions from Town Councillors (prior notification preferred).
- 4. DEMOCRATIC FIFTEEN MINUTES**
To allow members of the public to speak or ask questions, with priority given to items on the agenda. To receive comments submitted to the Town Clerk prior to the meeting (not exceeding 15 minutes).
- 5. MINUTES OF THE LAST MEETING**
 - 5.1 To Approve the Minutes of the Last Meeting**
To consider the minutes of the meeting held on 21st October 2024 and to authorise their signing as a true and correct record. **Appendix A**
 - 5.2 Matters Arising**
To discuss any matters arising from the meeting held on 21st October 2024 not discussed elsewhere on this Agenda.
- 6. REPORT OF THE CHAIR OF THE COUNCIL**
- 7. REPORTS FROM REPRESENTATIVES ON OUTSIDE AND OTHER BODIES**
To receive reports from representatives on outside and other bodies.
- 8. DISTRICT & COUNTY REPORTS**

9. TO RECEIVE AND CONSIDER REPORTS COMMITTEE MINUTES & RECOMMENDATIONS FROM OTHER COMMITTEES & WORKING GROUPS

- Staffing Committee Confidential Meeting held on 7th October
- Planning & Payments Committee Meeting held on 21st October
- Planning & Payments Committee Meeting held on 4th November
- Finance Committee Meeting held on 4th November

10. FINANCE 2024/25

10.1 Detailed Income and Expenditure Reports 31/10/2024

To note the contents of I&E report for period ended 31st October 2024. **Appendix B1, Appendix B2**

10.2 Bank Reconciliation 31/10/2024

To note the contents of Rialtas bank reconciliation report and sign Bank Statements at 31st October 2024. **Appendix C**

11. FINANCE 2025/26

11.1 Draft Budget 2025/26

To consider and discuss the draft budget for 2025/26. **Appendix D**

11.2 Draft Costings for Projects 2025/26

Councillors to note the draft costings for projects planned for 2025/26. **Appendix E**

12. TOWN PLAN

Further to minute C5519 Councillors to consider:

12.1 The format of a Town Plan

12.2 Possible items for inclusion into a draft Town Plan

12.3 The formation of a working party to draft the Town Plan

13. HAWLEY CEMETERY TREE/HEDGE PLANTING PLAN

13.1 Hedge Planting Plan

Councillors to discuss work required.

13.2 Unauthorised Memorial

To receive an update on the unauthorised memorial.

14. HAWLEY PARK FARM

Councillors to note that a meeting has been arranged in January 2025 with Hart District Council's Countryside Manager and Greenspaces Manager in connection with the transfer of Hawley Park Farm SANG to Hart DC from the developer.

15. MEETING DATES 2025

Further to minute C5513, Councillors to consider the draft meeting dates for 2025. **Appendix F**

16. GRANT APPLICATIONS

Further to minute F2476 of the Finance Committee Meeting, Councillors to approve grant payments for 2024/25 of:

- £500 to Yelabus
- £500 to Citizens Advice Bureau.

17. CONSULTATION - ENABLING REMOTE ATTENDANCE AND PROXY VOTING AT LOCAL AUTHORITY MEETINGS

Councillors to note that the Government is consulting on the introduction of powers for local authority members to apply to the relevant authority for a dispensation to attend formal council meetings remotely and vote by proxy in certain circumstances. Councillors to consider a response.

[Enabling remote attendance and proxy voting at local authority meetings - GOV.UK](#)

18. BLACKWATER VALLEY COUNTRYSIDE PARTNERSHIP

18.1 Annual Report

Councillors to note the contents of the Blackwater Valley Countryside Partnership Annual Report 2024. **Appendix G**

18.2 Blackwater Meadow Bramble Clearance

The Blackwater Valley Rangers cleared the ditch of brambles at the water meadow and a group of volunteers followed up with a clearance party to remove the scrub from the ditch. **Appendix H**

18.4 Blackwater Valley Path – Bridge

Councillors to note that the Bracknell Rangers have been informed that walkers continue to ignore barriers closing the bridge which is due for replacement following EA approval.

18.5 Blackwater Common / Monkey Woods

Councillors to consider future maintenance of the area.

19. INFORMATION ITEMS

19.1 Estates Report November 2024 **Appendix I**

19.2 Buzz Article December 2024 **Appendix J**

19.3 Hawley Remembrance Service – Sunday 10th November

20. OTHER BUSINESS – NOT FOR DECISION

21. EXCLUSION OF THE PUBLIC & PRESS

To RESOLVE that, in view of the confidential nature of the business about to be transacted, it is advisable that the public and press are temporarily excluded and are asked to withdraw for remaining items on the Agenda.

22. CONFIDENTIAL MINUTES

To consider the confidential minutes of the Town Council meeting held on 21st October 2024 and, if appropriate, to authorise their signing as a true and correct record.

23. MATTERS ARISING

To discuss any matters arising from the confidential minutes of 21st October 2024 not discussed elsewhere on this Agenda.

24. COTTAGE LEASE

25. STAFF SALARY INCREASES

25.1 Councillors to note that that the NJC increases of £1,250 per scp and 2.5% above scp 43 Have been implemented. **Appendix K**

25.2 Councillors to consider staff salary increases and an effective date.

26. BLACKWATER CENTRE

26.1 Cost of parking meter and light in Blackwater car park. **Appendix L**

26.2 Annual parking permits for Blackwater Office users

27 OTHER CONFIDENTIAL BUSINESS – NOT FOR DECISION