



NOTICE OF COUNCIL MEETING

**Meeting of the Town Council
Monday 20th June 2022 immediately following the
Planning & Payments Committee Meeting
Hawley 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.

To aid public participation during COVID, members of the public may email or call the office to submit any comments or questions for the Council by 3pm on 20th June 2022 if they do not wish to attend in person. Agendas and minutes are available at www.blackwaterandhawleytowncouncil.gov.uk

J. Shaw

Jo Shaw

13th June 2022

AGENDA

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence from the meeting

2. DECLARATIONS OF INTEREST

- a) To receive declarations of interest for any item on the agenda**
- b) To request completion of Member's Notification of Disclosable Pecuniary Interests forms not received to date (Appendix A)**

3. COUNCILLORS QUESTIONS

To receive questions from Councillors.

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 by 3pm on 20th June 2022 (not exceeding 15 minutes)

5. MINUTES OF THE LAST MEETING

a) To Approve the Minutes of the Last Meeting

To consider the minutes of the meetings held on 16th May 2022 and to authorise their signing as a true and correct record.

b) Matters Arising

To discuss any matters arising from the meetings of 16th May 2022 not discussed elsewhere on this Agenda.

6. REPORT OF THE CHAIR OF THE COUNCIL

- 7. REPORTS FROM REPRESENTATIVES ON OUTSIDE AND OTHER BODIES**
- 8. TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES AND SUB-COMMITTEES**
 - Planning & Payments Committee Meeting held on 30th May 2022
- 9. FINANCE 2021/22**
 - a) Income and Expenditure Reports 31/03/2022**

Councillors to receive the final financial report for the Year Ended 31 March 2022. **Appendix A**
 - b) Internal Auditor's Report**

To receive the Internal Auditor's report for the year ended 31st March 2022. **Appendix B**
 - c) AGAR 2021/22 – Annual Governance Statement 2021/22**

Members to review 'Section 1 – Annual Governance Statement 2021/22' and to RECOMMEND on the signing of 'Section 1 – Annual Governance Statement 2021/22'. **Appendix C**
 - d) AGAR 2021/22 – Accounting Statements 2021/22**

Members to review 'Section 2 – Accounting Statements 2021/22' and to RECOMMEND on the signing of Section 2 – Accounting Statements 2021/22. **Appendix D**
- 10. FINANCE 2022/23**
 - a) Detailed Income and Expenditure Reports 31/05/2022**

Councillors to note the contents of the I&E report for period ended 31st May 2022. **Appendix E**
 - b) Bank- Draft Cash and Investment Reconciliation 31/05/2022**

Councillors to note the contents of the reconciliation report dated 31st May 2022. **Appendix F**
- 11. ESTATES REPORT**

Councillors to receive and consider the contents of a written report from the Town Clerk on the work which has taken place since the last meeting of the Council and any future work for discussion. **Appendix G**
- 12. BLACKWATER BUZZ**

Councillors to note the contents of the article submitted by the Town Clerk for the June 2022 edition of the Blackwater Buzz. **Appendix H**
- 13. PARISH SIGNAGE**

Councillors to consider and discuss updating and/or installing 'Welcome to Blackwater' signs.
- 14. HAWLEY MEADOWS SANG REPORT 2021-22**

Councillors to note the contents of the Hawley Meadows SANG work report for 2021-22. **Appendix I**
- 15. OPERATION LONDON BRIDGE**

Operation London Bridge is the code name given to the passing of Her Majesty the Queen. Councillors to note the contents of the SLCC Advice Note and Action Plan and to consider and resolve the actions to be taken by the Town Council following the death of the Monarch. **Appendix J**

16. CODE OF CONDUCT FOR COUNCILLORS

Councillors to approve and adopt the model Councillor Code of Conduct.

Appendix K

17. ENERGY SAVINGS AUDITS

Councillors to note that the Energy Savings Audits for the Coffee Shop on the Green, the Leisure Centre, Memorial Hall and Blackwater Centre have been received by the Town Clerk. Councillors to consider a separate meeting to review and discuss the Audits and consider the attendance of the Energy Consultant at the meeting.

18. OTHER BUSINESS – NOT FOR DECISION

19. 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.

18. CONFIDENTIAL MINUTES

To consider the confidential minutes of the Town Council meeting held on 25th April 2022 and, if appropriate, to authorise their signing as a true and correct record.

19. MATTERS ARISING

To discuss any matters arising from the confidential minutes of 25th April 2022 not discussed elsewhere on this Agenda.

20. STAFFING UPDATE

The Town Clerk will provide a verbal report on current staffing.

21. OTHER CONFIDENTIAL BUSINESS – NOT FOR DECISION