



BLACKWATER AND HAWLEY TOWN COUNCIL

Minutes of the Meeting of the Town Council held on Monday 20th June 2022 immediately following the Planning & Payments Committee Meeting Memorial Hall, Hawley Green GU17 9BW

Present – Councillors:

Brian Blewett
Bob Harward
Dave Lister
Trish Monks (Chair)
Sara Usher

In attendance:

Jo Shaw (Town Clerk)

C5052 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Adrian Collett and Terry Hunt.

C5053 DECLARATIONS OF INTEREST

1. To Receive Declarations of Interest for any item on the Agenda

There were no Councillor declarations of interest.

2. To Receive Completed Members Notification of Disclosable Pecuniary Interests Forms not received to Date.

Councillors agreed to return outstanding completed forms.

C5054 COUNCILLORS QUESTIONS

Waste Recycling – Councillor Brian Blewett asked whether more of the waste generated at the Coffee Shop could be recycled. The Town Clerk agreed to investigate.

C5055 DEMOCRATIC FIFTEEN MINUTES

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

C5056 MINUTES OF THE LAST MEETING

a) To Approve the Minutes of the Last Meeting

The minutes of the meeting held on 16th May 2022, following alterations to the numbering, were confirmed as a true record and duly signed.

b) Matters Arising

Speed Reminder Signs – the Town Clerk provided the schedule for the locations and dates of speed signs situated around Blackwater and Hawley.

Parish Benches and Noticeboards – the Town Clerk reported that work to the benches and the creation of list was ongoing.

Welcome to Blackwater Signs – Councillor Trish Monks had received information indicating that the Infrastructure Department at Hart District

Council may offer assistance. Cllrs Bob Harward and Brian Blewett agreed to source contact details.

C5057 REPORT OF THE CHAIR OF THE COUNCIL

The Chair thanked Town Council staff for their hard work on the splendid Jubilee Celebrations. The Chair also noted that the Blackwater Centre hanging basket flowers were now looking very good.

C5058 REPORTS FROM REPRESENTATIVES ON OUTSIDE AND OTHER BODIES

Police Liaison Meeting – The Town Clerk reported that the meeting was held on 13th June where local antisocial behaviour had been discussed. The local police had agreed to add the Leisure Centre and Memorial Hall car parks to the regular patrols carried out.

C5059 TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES AND SUB-COMMITTEES

- The Minutes of the Planning & Payments Committee Meeting held on 30th May 2022 were received.

C5060 FINANCE 2021/22

1. Income and Expenditure Reports 31/03/2022

Councillors noted the final financial report for the Year Ended 31 March 2022.

2. Internal Auditor's Report

Councillors noted the contents of the Internal Auditor's written report for the year ended 31st March 2022. This included

- Recommended that the Council establish common email addresses for all councillors
- Recommended that the Council review and updates Standing Orders to ensure that it is meeting its statutory and regulatory obligations and that these are reviewed at the Annual Meeting every May
- Recommended that the Council review and update Financial Regulations and that these are reviewed at the Annual Meeting every May
- That the Council have restated some of the 2020/21 figures due to changes in the accounting process for minimal sums previously accounted for as charitable income

3. AGAR 2021/22 – Annual Governance Statement 2021/22

Members reviewed 'Section 1 – Annual Governance Statement 2021/22' and

RESOLVED that 'Section 1 – Annual Governance Statement 2021/22' be signed.

4. AGAR 2021/22 – Accounting Statements 2021/22

Members reviewed 'Section 2 – Accounting Statements 2021/22' and

RESOLVED that 'Section 2 – Accounting Statements 2021/22' be signed.

Signed Chair

C5061 FINANCE 2022/23

1. Detailed Income and Expenditure Reports 31/05/2022

Councillors noted the contents of the I&E report for period ended 31st May 2022.

2. Bank- Draft Cash and Investment Reconciliation 31/05/2022

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

C5062 ESTATES REPORT

Coffee Shop on the Green

The Town Clerk reported that discussions had started on a new food menu, and that work will begin within the next few weeks to design and build a bespoke counter to include chilled space, various display units and surface area for serving food and drink. Sales are expected to start slowly and build a customer base.

Increased sales were reported over the Platinum Jubilee Weekend with three BBQ's, lots of ice cream sales and all staff worked extremely hard.

Inn on The Green

Summer has seen increased footfall and Friday pizza night continues to attract additional customers. Both weekend and midweek cricket as well as training fixtures keep the site busy. The 30th May stocktake showed strong sales.

Memorial Hall

The Site Team had completed the new 'cellar' in the Memorial Hall bar. The walls and ceiling were insulated and painted, new lighting and a new door installed and the floor had been painted. The new beer lines are due for installation shortly with completion shortly thereafter.

Platinum Jubilee Weekend

The events held over the long bank holiday weekend were variably successful. Thursday's beacon lighting event was a huge success with many new people attracted to site. Thanks to the town crier, the beacon lighter and the piper. Friday's cake competition attracted nine entries which WI judges deliberated over for quite some time. The Tea Dance, after a slow start, attracted some 15 people – including swing jivers and ballroom dancers. And finally, the big jubilee picnic was a success despite the weather doing its best to put people off.

Leisure Centre

Work to fix the roof is still scheduled once other important tasks have been completed and before the good weather passes us by.

Cricket

May was a successful month for Frimley Phoenix Cricket Club who, apart from a few cancellations for lack of opposition, played all their matches and even added a couple more. The fixture list is full for the next couple of months and hopefully the weather will be kind.

Sports Pitch Maintenance – Hawley FC

The Town Clerk briefly attended the Hawley FC Committee Meeting with respect to future maintenance for the sports pitches. The football club have a grant for pitch maintenance until 2025/26 on a reducing balance but in order for the condition of the pitches to remain at a high standard, the maintenance will need to continue and the Town Council will need to contribute the shortfall in future

Signed Chair

years. It is hoped that the increase in pitch fees from football and cricket will cover this.

Town Centre Planters

The hanging baskets, barrier baskets and cubes were in situ for the beginning of June and looking good. The Site Team designed a watering system using various pumps and copper pipe which works exceptionally well with watering completed in under an hour.

Antisocial Behaviour

Unfortunately, the last few weeks has been an increase in antisocial behaviour around the Leisure Centre site, instanced have been reported online at 101. Following the Town Clerks attendance at the Police Liaison Meeting on 13th June, the local police have agreed to add the Memorial Hall car park/Leisure Centre site to regular patrols.

C5063 BLACKWATER BUZZ

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

C5064 PARISH SIGNAGE

Councillor Trish Monks had received information indicating that the Infrastructure Department at Hart District Council may offer assistance with sourcing, design and installation of 'Welcome to Blackwater' signage. Cllrs Bob Harward and Brian Blewett agreed to source contact details.

C5065 HAWLEY MEADOWS SANG REPORT 2021-22

Councillors noted the contents of the Hawley Meadows SANG work report for 2021-22.

C5066 OPERATION LONDON BRIDGE

Councillors agreed to place this item on the next Council Agenda for further discussion.

C5067 CODE OF CONDUCT FOR COUNCILLORS

Following discussion, Councillors

RESOLVED to adopt the most recent model Councillor Code of Conduct.

C5068 ENERGY SAVINGS AUDITS

Councillors noted that Energy Savings Audits for Council facilities; the Coffee Shop on the Green, the Leisure Centre, Memorial Hall and Blackwater Centre had been received. Following discussion, Councillors agreed to hold a meeting to review and discuss the Audits and invite the Energy Consultant to the meeting. The Town Clerk to arrange a suitable date.

C5069 OTHER BUSINESS – NOT FOR DECISION

There was no further business for discussion.

C5070 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.

C5071 CONFIDENTIAL MINUTES

C5072 MATTERS ARISING

Signed Chair

C5073 STAFFING UPDATE

C5074 OTHER CONFIDENTIAL BUSINESS - NOT FOR DECISION

The meeting ended at 9.09 pm

Signed Chair