



## **NOTICE OF COUNCIL MEETING**

**Meeting of the Town Council**  
**Monday 20<sup>th</sup> September 2021 immediately following the Planning & Payments Meeting**  
**The 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.

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 20<sup>th</sup> September 2021 if they do not wish to attend in person. Agendas and minutes are available at [www.blackwaterandhawleytowncouncil.gov.uk](http://www.blackwaterandhawleytowncouncil.gov.uk)

*J Shaw*

Jo Shaw

15<sup>th</sup> September 2021

### **AGENDA**

- 1. APOLOGIES FOR ABSENCE**  
To receive any apologies for absence from the meeting
- 2. DECLARATIONS OF INTEREST**
- 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 20<sup>th</sup> September 2021 (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 meeting held on 16<sup>th</sup> August 2021 and to authorise their signing as a true and correct record.
  - b) Matters Arising**  
To discuss any matters arising from the meetings of 16<sup>th</sup> August 2021 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 16<sup>th</sup> August 2021
- Planning & Payments Committee Meeting held on 9<sup>th</sup> September 2021

**9. FINANCE**

**a) Detailed Income and Expenditure Reports 31/08/2021**

**b) Annual Governance and Accountability Return (AGAR 2020-21)**

To note that the completed annual return has been received from the external auditor. The relevant documents are displayed on the Town Council website in accordance with legislation.

**10. 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.

**11. OTHER BUSINESS – NOT FOR DECISION**

**12. 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.

**20. CONFIDENTIAL MINUTES**

To consider the confidential minutes of the Town Council meeting held on 16<sup>th</sup> August 2021 and, if appropriate, to authorise their signing as a true and correct record.

**21. MATTERS ARISING**

To discuss any matters arising from the confidential minutes of 16<sup>th</sup> August 2021 not discussed elsewhere on this Agenda.

**22. BLACKWATER CENTRE GROUND FLOOR LEASE**

Town Clerk to provide an update on the status of the lease.