



NOTICE OF COUNCIL MEETING

**Meeting of the Town Council
Monday 21st June 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 21st June 2021 if they do not wish to attend in person. Agendas and minutes are available at www.blackwaterandhawleytowncouncil.gov.uk

J. Shaw

Jo Shaw

16th June 2021

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 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 21st June 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 17th May 2021 and to authorise their signing as a true and correct record.
 - b) Matters Arising**
To discuss any matters arising from the meeting of 17th May 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 17th May 2021
- Planning & Payments Committee Meeting held on 7th June 2021

9. FINANCE

Town and Parish Councils are required to undergo an annual examination of their finances by both an Internal and an External Auditor. The Internal Auditor, appointed by the Town Council, conducts thorough checks into the processes and procedures used by the Council during the conduct of its business. The External Auditor is allocated to the Town Council as part of a national process governing all Town and Parish Councils. Its role is to review Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR) in 3 accordance with guidance issued by the National Audit Office.

1. Unaudited Income and Expenditure Reports 31/03/2021

Councillors to receive the unaudited financial report for the Year Ended 31 March 2021. Attached

2. Internal Auditor's Report

To receive the Internal Auditor's report for the year ended 31st March 2021. To follow

3. AGAR 2020/21 – Annual Governance Statement 2020/21

Members to review 'Section 1 – Annual Governance Statement 2020/21' and to RECOMMEND on the signing of 'Section 1 – Annual Governance Statement 2020/21'. To follow

4. AGAR 2020/21 – Accounting Statements 2020/21

Members to review 'Section 2 – Accounting Statements 2020/21' and to RECOMMEND on the signing of Section 2 – Accounting Statements 2020/21. To follow

10. AMENDMENTS TO COUNCIL MEETING SCHEDULE, TEMPORARY WORKING PARTY FOR THE PLANNING & PAYMENTS COMMITTEE AND DELEGATED POWERS

1. To review and agree proposed amendments to Council meetings schedule due to ongoing COVID-19 risk and to agree temporary conversion of Planning & Payments Committee to a working party.
2. To agree temporary delegated powers for:
 - a) The Planning & Payments Committee Chair and Town Clerk to agree and submit planning comments discussed by the Planning & Payments working party
 - b) Authorization of council payments

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.

12. BLACKWATER BUZZ

Councillors to note the contents of the article submitted by the Town Clerk for the July 2021 edition of the Blackwater Buzz (attached).

13. RIALTAS BOOKING PACKAGE

Councillors to receive and consider the contents of a written report from the Town Clerk on the purchase of the Rialtas booking package.

14. FRIMLEY PHOENIX CRICKET CLUB

1. To review and resolve on the legal agreement with Frimley Phoenix Cricket Club on their association with the Town Council for their use of Hawley Leisure Centre facilities. To follow
2. To review suggested charges for Frimley Phoenix Cricket Club's use of Hawley Leisure Centre sports pitches. To follow

15. OTHER BUSINESS – NOT FOR DECISION

16. 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 17th May 2021 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 17th May 2021 not discussed elsewhere on this Agenda.

20. WORK EXPERIENCE

The Town Clerk to provide an update on the current status of work experience carried out at Council facilities.