



BLACKWATER AND HAWLEY TOWN COUNCIL

Minutes of the Annual Meeting of the Town Council Monday 22nd May 2023 at 7.15pm Council Chamber, Memorial Hall, Hawley Green GU17 9BW

Present – Councillors:

Brian Blewett
Terry Hunt
Daisy Khepar
Dave Lister
Trish Monks
Sara Usher
Alex Worrall

In attendance:

Jo Shaw (Town Clerk)

C5200 ELECTION OF CHAIR OF THE COUNCIL AND TO RECEIVE THE CHAIR'S SIGNED DECLARATION OF ACCEPTANCE OF OFFICE FOR 2023/24

1. To receive nominations and to elect a Chair for the 2023/24 municipal year
Nominations were invited for the position of Chair. Cllr Trish Monks was nominated and seconded. There were no other nominations.

RESOLVED to appoint Cllr Trish Monks as Chair for the 2023/24 municipal year.

Cllr Trish Monks chaired the meeting from this point.

2. To receive the Chairs signed Declaration of Acceptance for 2023/24.
The signed declaration of acceptance of office was received and witnessed by the Town Clerk.

C5201 ELECTION OF VICE CHAIR OF THE COUNCIL

Nominations were invited for the position of Vice Chair. Cllr Sara Usher was nominated and seconded. No further nominations were received.

RESOLVED to appoint Cllr Sara Usher as Vice Chair for the 2023/24 municipal year.

C5203 APOLOGIES FOR ABSENCE

No apologies for absence were reported.

C5204 DECLARATIONS OF INTEREST

1. To receive Declaration of Acceptance of Office by Members elected 4th May 2023
The Town Clerk confirmed receipt of Declarations of Office from those Members present.
2. To receive declarations of interest for any item on the agenda
There were no declarations made for any item on the agenda.
3. To receive forms for disclosable pecuniary interests for Members
All Members were reminded to submit their Register of Interests form to the Town Clerk within 28 days.

C5205 COUNCILLORS QUESTIONS

There were no questions from Councillors.

C5206 DEMOCRATIC FIFTEEN MINUTES

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

C5207 MINUTES OF THE LAST MEETING

a) To Approve the Minutes of the Last Meeting

The minutes of the meeting held on 24th April 2023, were confirmed as a true record and duly signed.

b) Matters Arising

There were no matters arising from the minutes of the meeting held on 24th April 2023.

C5208 WELCOME AND REPORT OF THE CHAIR OF THE COUNCIL

Clr Trish Monks welcomed all to the meeting including new Members.

C5209 COUNCIL COMMITTEE MEMBERSHIP, CHAIRS & VICE CHAIRS

It was RESOLVED to approve the membership of the Council's Standing Committees, Chairs and Vice Chairs, as detailed below:

Planning & Payments Committee

All Councillors to be members of the Committee

Clr Terry Hunt – Chair

Clr Bob Harward – Vice Chair

Finance Committee

All Councillors to be members of the Committee

Clr Brian Blewett – Chair

Clr Dave Lister – Vice Chair

Staffing Committee

Clr Sara Usher – Chair

Three other Councillors to be members of the Committee – to be agreed

C5210 COUNCIL REPRESENTATIVES ON OUTSIDE AND OTHER BODIES

It was **RESOLVED** to approve the Council's representation on outside bodies, as detailed below:

Blackbushe Airport Consultative Committee

Clr Terry Hunt

Clr Bob Harward (reserve)

Blackwater Valley Countryside Partnership (BVCP)

Clr Dave Lister

Clr Alex Worrall

Clr Daisy Khepar (reserve)

Hampshire Association of Local Councils (HALC)

Clr Trish Monks

Clr Sara Usher

Hart District Association of Parish/Town Councils (HDAPTC)

Clr Trish Monks

Clr Daisy Khepar

Signed Chair

Hawley Fayre Steering Committee

Cllr Terry Hunt
Cllr Brian Blewett
Cllr Trish Monks (reserve)

Neighbourhood Plan Committee

Decision deferred

Transport Local Representative (not met for some time)

Cllr Brian Blewett
Cllr Alex Worrall (reserve)

Yateley & Hawley Welfare Trust

Cllr Brian Blewett

C5211 REPORTS FROM REPRESENTATIVES ON OUTSIDE AND OTHER BODIES

There were no reports from representatives on outside and other bodies.

C5212 DISTRICT & COUNTY REPORTS

Cllr Brian Blewett provided a short verbal report on behalf of Hart DC.

C5213 TO RECEIVE AND CONSIDER REPORTS, COMMITTEE MINUTES AND RECOMMENDATIONS FROM OTHER COMMITTEES AND WORKING GROUPS

The Minutes of the Planning & Payments Committee Meeting held on 24th April 2023 were received.

C5214 GENERAL POWER OF COMPETENCE

The General Power of Competence is a power available to local authorities in England to do "anything that individuals generally may do". It was provided for in the Localism Act 2011 and replaces the wellbeing powers in the Local Government Act 2000. It was brought into force for local authorities on 18 February 2012.

The Town Council is eligible to adopt the General Power of Competence provided that:

- Council holds a minimum of two-thirds of elected Councillors filled at the last ordinary elections
- The Town Clerk holds at least one of the sector specific qualifications and has passed CILCA Unit 7 General Power of Competence.

RESOLVED that the Council confirms eligibility and agrees to adopt the General Power of Competence.

C5215 FINANCE

1. Detailed Income and Expenditure Reports 30/04/2023

Councillors noted the contents of the I&E Report for the period ended 30th April 2023.

2. Bank – Cash Investment Reconciliation as at 30/04/2023

Councillors noted the contents of the bank reconciliation report dated 30th April 2023.

3. End of Year Financial Report 2022/23

Councillors noted the final detailed I&E Report for year ending 31st March 2023 to be examined by Internal Audit on 1st June 2023.

Signed Chair

C5216 BANK SIGNATORIES

RESOLVED

1. All Councillors to act as bank signatories
2. To approve Cllrs Alex Worrall and Daisy Khepar as bank signatories

C5217 POLICY REVIEWS AND COMMITTEE TERMS OF REFERENCE

1. **To review and approve the Council's Standing Orders**
RESOLVED to postpone consideration of revised Standing Orders to the next meeting of the Council.
2. **To review and approve the Council's Financial Regulations**
RESOLVED to approve Financial Regulations 2023 with no amendments.
3. **To review and approve the Scheme of Delegation**
RESOLVED to postpone consideration of Scheme of Delegation incorporating Committee Terms of Reference to the next meeting of the Council.

C5218 CADET CORPS

Further to Minute C5190 of Council Meeting held on 24th April 2023, Councillors considered the proposal received from representatives of the Cadet Corp in connection with use of the old play area/compound.

RESOLVED

1. Councillors agreed that Cadet Corps use the old play area/compound with immediate effect to undertake the voluntary clearance of the area, at their own risk, and thereafter to use the area for teaching field craft, fire safety and cooking. Subject to the necessary risk assessments taking place by Cadet Corps.
2. Councillors agreed that once the area has been cleared, a temporary toilet (portaloo) be sited in the area.
3. Future use of the area with the option of siting a building (either modular, timber or permanent) be subject to a suitable longer term legal agreement to be drawn up and agreed by Council and Cadet Corps.

C5219 INFORMATION ITEMS

1. Estates Report

Coffee Shop on the Green

The Town Clerk reported that following installation of a new till, processes (both in the Coffee Shop and for the back-office information) had improved together with the ability to analyse sales data.

The Coronation weekend had been busy and the BBQ successful. Improved weather had seen ice cream sales improve. Additional seating within the Coffee Shop allowed seating for more groups.

Inn on The Green

Sales had continued to increase with the good weather, especially on a Friday. Despite poor weather on the day of the Coronation, people came to visit and Sunday's Big Coronation Picnic and Coronation Concert events were busy.

Memorial Hall

The glass had been replaced in the Memorial Hall windows and work to complete the bar refurbishment work had taken place. Work will shortly start on shelving for

Signed Chair

stock and glasses. A foil bank had been delivered to add to the other Hart recycling bins.

Leisure Centre

With the summer tennis season, court hire was now available on a Friday, Saturday and Sunday. Work to alter the former gym space to a dance studio was planned and quotes were being gathered. A skip will be booked for June to remove the collection of rubbish on site.

Sports Pitches

The end of season pitch maintenance was complete. Regular mowing and spot repairs to goal mouths and bare areas is planned. A date will be planned for the re-installation of the repaired cricket nets.

Play Park

Repairs to the playpark were completed and the area is open for public use and proving popular after school and at weekends. The area is regularly checked and maintained with grass mowed and play equipment safety checks taking place.

Blackwater Town Centre Flowers

The hanging baskets, railing baskets and tubs are with the contractor to be filled and should be put in situ shortly.

Blackwater Centre, London Road

The Town Clerk reported that a leaking heating pipe in the meeting room ceiling had been fixed in time for elections.

2. Buzz Article June 2023

Councillors noted the contents of the article submitted by the Town Clerk for the June 2023 edition of the Blackwater Buzz.

3. Glass Banks – Hawley Memorial Hall Car Park

Councillors noted that glass recycling banks would be removed from all Hart District Council bring sites at the end May 2023 including those sited at Hawley Memorial Hall.

C5220 OTHER BUSINESS – NOT FOR DECISION

There was no further business for discussion.

C5221 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.

C5222 CONFIDENTIAL MINUTES

C5223 MATTERS ARISING

C5224 COTTAGE RENTAL

C5225 OTHER CONFIDENTIAL BUSINESS - NOT FOR DECISION

The meeting ended at 8.45pm

Signed Chair