



BLACKWATER AND HAWLEY TOWN COUNCIL

**Minutes of the Meeting of the Town Council
held on Monday 25th April 2022
immediately following the Planning & Payments Committee Meeting
Coffee Shop on the Green, Hawley Leisure Centre,
Hawley Green GU17 9BW**

Present – Councillors:

Adrian Collett
Brian Blewett
Dave Lister
Trish Monks
Sara Usher

In attendance:

Jo Shaw (Town Clerk)

C5014 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Bob Harward, Terry Hunt and Andy Tarbet.

C5015 DECLARATIONS OF INTEREST

There were no Councillor declarations of interest.

C5016 COUNCILLORS QUESTIONS

There were no Councillor questions.

C5017 DEMOCRATIC FIFTEEN MINUTES

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

C5018 MINUTES OF THE LAST MEETING

a) To Approve the Minutes of the Last Meeting

The minutes of the meeting held on 21st March 2022 were confirmed as a true record and duly signed.

b) Matters Arising

There were no matters arising from the meeting held on 21st March.

C5019 REPORT OF THE CHAIR OF THE COUNCIL

The Chair had nothing to report.

C5020 REPORTS FROM REPRESENTATIVES ON OUTSIDE AND OTHER BODIES

Hawley Fayre – The Town Clerk reported that she had discussed the insurance arrangements for the Hawley Fayre with the Chair of the Hawley Fayre Committee.

Blackbushe Airport Consultative Committee – Cllr Collet reported that the appeal for the removal of common land status for the airfield has not been allowed.

C5021 TO RECEIVE AND CONSIDER REPORTS AND MINUTES OF COMMITTEES AND SUB-COMMITTEES

- The Minutes of the Planning & Payments Committee Meeting held on 11th April 2022 were received.

C5022 ESTATES REPORT

a) Estates Report

Coffee Shop on the Green

The Town Clerk reported that the new Coffee Shop Manager started in post on Monday 18th April and that a new menu will be discussed shortly.

The scoop ice cream was available from Friday 15th April and proved popular and sales were strong and are expected to increase.

The rotten decking had been removed revealing the existing patio underneath. Work to replace slaps would take place during the next few weeks.

Inn on The Green

The 1st April stocktake highlighted positive results for the sales period since 9th February. Sales have increased with warmer weather and in conjunction with pizza sales on a Friday. Attention has been given to the function bar in the Memorial Hall with discussions on the layout and stock range offering.

Memorial Hall

Asbestos removal is taking place and completion expected at the end of the week. All bookings had been moved to the Leisure Centre for the period of removal.

Leisure Centre

A steady improvement in bookings continues and squash remains popular. The roof repairs will take place once the weather improves.

Sports Pitch

Football

The football season was almost complete with the end of season presentation ceremony scheduled for 13th May 2022.

Cricket

Frimley Phoenix Cricket Club are due to return on 30th April with a full fixture list and training schedule booked.

Cemetery

Two of the leylandii which border gardens in The Glebe came down in the recent wind and have been cleared.

Town Centre Planters

Work on the town centre planters had been complete with Council staff watering the new planting. A local plant nursery had agreed to plant the 17 x hanging baskets, 4 x cubes and 4 x barrier baskets for installation by Council Staff at the end of May. The cost, as per the budget, was £2,500

Signed Chair

which represents a saving on the cost of town centre flowers over previous years. The Town Council had applied for the relevant licences.

b) Asbestos Removal- Memorial Hall

The Town Clerk reported that the asbestos removal was underway in the Memorial Hall and was due for completion by 29th March 2022.

c) Queen’s Platinum Jubilee Celebrations

The Town Clerk reported that arrangements for the celebrations continued, the beacon had been ordered and an application had been submitted to Hart for the Councillors Community Grant Scheme.

d) Reggae Festival – 30th July 2022

Councillors noted with sadness that the organisers had cancelled this event for 2022.

e) EICR (Electrical Installation Condition Report) 5 Year Fixed Wiring Test

Councillors considered the contents of a written report (previously attached) from the Town Clerk together with written quotes for the work to ensure that Council Facilities were compliant with national electrical safety standards. Following discussions relating to the safety of members of the public, staff and also the integrity of council facilities it was

RESOLVED that the Council agree, in principle, to carry out work to ensure compliance with electrical safety standards in the following order of priority:

- Memorial Hall – during the period of the renovation work
- Leisure Centre Flat
- Garage on the field
- Coffee Shop (current EICR certification until 2024)

C5023 FINANCE

a) Draft Detailed Income and Expenditure Reports 31/03/22

Councillors noted the contents of the draft I&E report dated 31st March 2022.

b) Bank – Draft Cash and Investment Reconciliation at 31/03/22

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

c) Insurance 2022-23

The resolution at Minute C5001 e) delegated responsibility for the renewal of the Council insurance to the Town Clerk. Councillors noted the contents of a written report (previously attached) from the Town Clerk outlining the quotes received from insurers providing local council insurance. It was

RESOLVED that the Council insure with BHIB Council’s Insurance for one year from 1st April 2022 at a cost of £4,896.09.

C5024 OTHER BUSINESS – NOT FOR DECISION

C5025 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.

Signed Chair

C5026 CONFIDENTIAL MINUTES

C5027 MATTERS ARISING

C5028 ANNUAL STAFF APPRAISALS

C5029 COFFEE SHOP STAFFING

C5030 OTHER CONFIDENTIAL BUSINESS - NOT FOR DECISION

The meeting ended at 9.30 pm

Signed Chair