



## **NOTICE OF COUNCIL MEETING**

**Meeting of the Town Council  
Monday 29<sup>th</sup> November 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 29<sup>th</sup> November 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

24<sup>th</sup> November 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 29<sup>th</sup> November 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 18<sup>th</sup> October 2021 and to authorise their signing as a true and correct record.
  - b) Matters Arising**  
To discuss any matters arising from the meetings of 18<sup>th</sup> October 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 18<sup>th</sup> October 2021
- Planning & Payments Committee Meeting held on 1<sup>st</sup> November 2021
- Planning & Payments Committee Meeting held on 15<sup>th</sup> November 2021
- Finance Committee Meeting held on 1<sup>st</sup> November 2021

**9. FINANCE**

**a) Detailed Income and Expenditure Reports 31/10/2021**

Councillors to note the contents of the I& E report dated 31<sup>st</sup> November 2021.

**b) Council Bank Account**

- Debit Card – to formally resolve the use of a Debit Card connected to the Council Bank Account for use in emergencies
- Credit Card – to formally resolve the use of a Credit Card connected to the Council Bank Account for use by the Town Clerk and other staff
- Councillor Access to Internet Bank – to formally resolve that nominated Councillor/s have access to the Council Bank Account internet banking

**c) Hart District Council – Precept Request**

Councillors to note the Hart District Council deadline for Parish/Town Council Precept submission is 14<sup>th</sup> January 2022. The date for the Council Meeting to agree the precept request is 24<sup>th</sup> January 2022, Councillors to agree to request an extension to Hart's precept deadline.

**10. GYPSY AND TRAVELLER TRANSIT SITES**

Following the Chair's attendance at a recent HADPTC meeting, Councillors agreed at the Full Council Meeting on 18<sup>th</sup> October 2021 to add this as an item for further discussion at the next Council meeting.

**11. COMMUNITY INFRASTRUCTURE LEVY**

Councillors to note that Hart District Council is proposing to introduce a Community Infrastructure Levy (CIL). A CIL is a charge on new development used to help fund infrastructure to support development in the area and is seeking views on a preliminary charging schedule which sets out the proposed rates per square metre for different types of development.

Consultation documents are available at <https://www.hart.gov.uk/community-infrastructure-levy>. The consultation period runs from Friday 5<sup>th</sup> November 2021 to 5pm on Friday 17<sup>th</sup> December 2021.

Councillors to discuss and consider providing a response.

**12. CLIMATE EMERGENCY**

Councillors to discuss and consider the creation of a Blackwater and Hawley Town Council Climate Emergency Declaration and an accompanying series of deliverable actions.

**13. MTU INTO 2022**

The Covid Mobile Testing Unit operates from the Coffee Shop Car Park and MPA (Multi Purpose Area) two or three times per month and have requested use into 2022. Councillors to consider whether they wish to continue offering Council facilities for use by the MTU into 2022 and whether a charge should be considered.

**14. 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.

**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.

**17. CONFIDENTIAL MINUTES**

To consider the confidential minutes of the Town Council meeting held on 20<sup>th</sup> September 2021 and, if appropriate, to authorise their signing as a true and correct record.

**18. MATTERS ARISING**

To discuss any matters arising from the confidential minutes of 20<sup>th</sup> September 2021 not discussed elsewhere on this Agenda.

**19. BLACKWATER CENTRE GROUND FLOOR LEASE**

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

**20. ANNUAL STAFFING 2021/22**

Following the Finance Committee Meeting held on 1<sup>st</sup> November, Councillors resolved to recommend that Council consider Option 1 relating to Staff Salary increases subject to further information being available and following discussion, and to agree a date for implementation of such increases.