



## **NOTICE OF COUNCIL MEETING**

**Annual Meeting of the Town Council  
Monday 18<sup>th</sup> May 2026 at 7.15pm  
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.

Agendas and minutes are available at [www.blackwaterandhawleytowncouncil.gov.uk](http://www.blackwaterandhawleytowncouncil.gov.uk)

*J Shaw*

Jo Shaw  
**Town Clerk**

13<sup>th</sup> May 2026

### **AGENDA**

- 1. ELECTION OF CHAIR OF THE COUNCIL AND TO RECEIVE THE CHAIR'S SIGNED DECLARATION OF ACCEPTANCE OF OFFICE FOR 2026/27**
  - 1.1 To receive nominations and to elect a Chair for the 2026/76 municipal year.
  - 1.2 To receive the Chairs signed Declaration of Acceptance for 2026/76.
- 2. ELECTION OF VICE CHAIR OF THE COUNCIL**
  - 2.1 To receive nominations and to elect a Vice Chair for the 2026/27 municipal year.
- 3. APOLOGIES FOR ABSENCE**

To receive any apologies for absence from the meeting
- 4. DECLARATIONS OF INTEREST**
  - 4.1 To receive declarations of interest for any item on the agenda
    - 4.1.1 To receive Member's Disclosable Pecuniary Interests forms 2026/76  
**Appendix A**
- 5. COUNCILLORS QUESTIONS**

To receive questions from Town Councillors (prior notification preferred).
- 6. 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 prior to the meeting (not exceeding 15 minutes).
- 7. MINUTES OF THE LAST MEETING**
  - 7.1 To Approve the Minutes of the Last Meeting**

To consider the minutes of the meetings held on 27<sup>th</sup> April 2026 and to authorise their signing as a true and correct record. **Appendix B**

## **7.1 Matters Arising**

To discuss any matters arising from the meetings of 27<sup>th</sup> April 2026 not discussed elsewhere on this Agenda.

## **8 REPORT OF THE CHAIR OF THE COUNCIL**

## **9 STANDING COMMITTEES**

### **9.1 To agree the following committees shall continue for 2026/27, the number of seats and to appoint Members (in accordance with Scheme of Delegation)**

- Planning and Payments Committee
- Finance Committee
- Staffing Committee

### **9.2 Chairs of Standing Committees**

To **RESOLVE** the appointment of the Chairs and Vice Chairs of the Standing Committees for 2026/27:

- Planning and Payments Committee
- Finance Committee
- Staffing Committee

## **10 POLICY REVIEWS**

To review and approve the Council's:

- a) Scheme of Delegation
- ii) Standing Orders
- iii) Financial Regulations
- iv) Annual Town Plan
- v) Reserves Policy

## **11 COUNCIL REPRESENTATIVES ON OUTSIDE AND OTHER BODIES**

To consider and agree the appointment of Council Members to serve on outside and other bodies. Current list **Appendix C**

- b) Hampshire Association of Local Councils (HALC) – 2 places
- c) Hart District Association of Parish/Town Councils (HDAPTC) – 2 places
- d) Blackbushe Airport Consultative Committee – 1 place (plus reserve)
- e) Transport Local Representation - 1 place
- f) Blackwater Valley Countryside Partnership (BVCP) – 2 places (plus reserve)
- g) Yateley & Hawley Welfare Trust – 1 place
- h) Hawley Community Events Committee – 2 places (plus reserve)
- i) Neighbourhood Plan Committee – to be agreed

## **12 REPORTS FROM REPRESENTATIVES ON OUTSIDE AND OTHER BODIES**

To receive reports from representatives on outside and other bodies.

## **13 DISTRICT & COUNTY REPORTS**

## **14 TO RECEIVE AND CONSIDER REPORTS COMMITTEE MINUTES & RECOMMENDATIONS FROM OTHER COMMITTEES & WORKING GROUPS**

- Planning & Payments Committee Meeting held on 13<sup>th</sup> April 2026
- Planning & Payments Committee Meeting held on 27<sup>th</sup> April 2026

## **15 ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN (AGAR) 2025/26**

### **15.1 Conflict of Interest**

To confirm that there are no conflicts of interest with BDO LLP (External Auditors)

### **15.2 Internal Audit**

- i) To receive the Internal Auditors year end audit report for the year ending 31/03/2026 **Appendix D**
- ii) To review the AGAR (Annual Governance and Accountability Return) Annual Internal Audit Report 2025/26 **Appendix E**

### **15.3 End of Year Financial Report**

To note the contents of the end of year I&E report for period ended 31<sup>st</sup> March 2026. **Appendix F**

### **15.4 Review of Inventory of Land and Assets**

To note and approve the Asset (Fixed Assets) Register as at 31/03/2026, as evidence supporting AGAR Section 2 **Appendix G**

### **15.5 To Approve the Annual Governance Statement 2025/26**

Members to review AGAR 'Section 1 – Annual Governance Statement 2025/26' and to RECOMMEND on the signing of 'Section 1 – Annual Governance Statement 2025/26'. **Appendix H**

### **15.6 To Approve the Accounting Statements 2025/26**

Members to review AGAR 'Section 2 – Accounting Statements 2025/26' and to RECOMMEND on the signing of 'Section 2 – Accounting Statements 2025/26'. **Appendix I**

### **15.7 Exercise of Public Rights**

Councillors to note the dates for the Exercise of Public Rights will be Wednesday 3<sup>rd</sup> June 2026 to Tuesday 14<sup>th</sup> July 2026, the date of the announcement will be Tuesday 2<sup>nd</sup> June 2026.

## **16 EARMARKED RESERVES 2026/27**

To review and agree Earmarked Reserves for 2026/27.

## **17 INFORMATION ITEMS**

17.3 Town Clerk's Estates Report May 2026. **Appendix J**

17.4 Buzz Article May 2026 **Appendix K**

## **18 OTHER BUSINESS – NOT FOR DECISION**