

# Hawkinge Town Council

[www.hawkinge-tc.gov.uk](http://www.hawkinge-tc.gov.uk)

Town Mayor: Councillor Philip Martin



**Town Clerk**

Mrs Tina Wiles  
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TO: MEMBERS OF HAWKINGE TOWN COUNCIL

**YOU ARE HEREBY SUMMONED** to attend a virtual Meeting of HAWKINGE TOWN COUNCIL to be held on **WEDNESDAY 11 NOVEMBER 2020 at 6.00pm.**

Please note earlier start time

The meeting will be open to the press and public who are requested to contact the Town Clerk for details of how to access the meeting. Any member who wishes to have information on any matter arising on the agenda which is not fully covered within this summons is requested to give prior notice to the Town Clerk.

A handwritten signature in black ink that reads 'Tina Wiles'.

Tina Wiles  
Town Clerk

## A G E N D A

1. **APOLOGIES FOR ABSENCE**

2. **DECLARATIONS OF INTEREST**

Members of the Council should declare any disclosable pecuniary interest or any other significant interests in any items/s on this agenda.

Disclosable Pecuniary Interests (DPI) under the Localism Act 2011; The nature as well as the existence of any such interest must be declared.

Other Significant Interests (OSI) under the Kent Code of Conduct adopted by the Town Council on 12 September 2012; The nature as well as the existence must be declared.

Whenever possible, and if in doubt, advice should be sought from the Clerk prior to the meeting.

3. **MINUTES**

To approve and sign the minutes of the meeting held on 14 October 2020 attached.

4. **TOWN MAYOR'S COMMUNICATIONS**

To be reported at the meeting.

5. **FINANCIAL MATTERS**

The Clerk will report on the schedule of payments to be made. A copy of the schedule is attached at **appendix 1**.

***Please contact the Clerk before the meeting if you have any queries on the items listed.***

**RECOMMENDATION:** To approve the schedule of payments attached at Appendix 1.

6. **MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE**

To receive and note the minutes of the meeting held on 4 November 2020.  
**(TO FOLLOW)**

7. **MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE**

To receive and note the minutes of the meeting held on 27 October 2020.

8. **PERSONNEL COMMITTEE**

**REPORT:** On 14 October 2020, minute 2127, the Council resolved to appoint a Personnel Committee with a membership of 4 Councillors. The Chairman and Deputy have requested to be ex-officio members. Terms of Reference are attached.

**RECOMMENDATIONS:**

- 1. To receive and adopt the Terms of Reference.**
- 2. To appoint 4 Councillors to the Committee.**

9. **BUDGET AND PRECEPT 2021/22**

**REPORT TC/20/09** sets out a proposed budget for 2021/22.

10. **SISKIN/GIBSON DRIVE SINK HOLE**

**REPORT:** Following investigations it has been established that the sink hole on the open space is due to slippage rather than due to any collapsed soakaways and drains. It is recommended that the sink hole should be backfilled and monitored. An update will be given at the meeting.

**RECOMMENDATION:** To determine the way forward.

11. **CORRESPONDENCE**

Any Correspondence received in time for the meeting.

12. **EXCLUSION TO THE PUBLIC**  
To exclude the public and press from the meeting for the following items of business by virtue of the Public Bodies (Admission to Meetings) Act 1960, by reason of the confidential nature of the business to be transacted.
13. **HAWKINGE COMMUNITY CENTRE**  
**REPORT TC/20/10** sets out details of maintenance and leasing arrangements.
14. **LAND AT HAWKINGE COMMUNITY CENTRE**  
**REPORT TC/20/11** gives a progress update on the project.
15. **GROUNDS MAINTENANCE CONTRACT**  
**REPORT TC/20/12** encloses details of the ground maintenance contract  
**(TO FOLLOW)**
16. **FHDC PLAY STRATEGY**  
**REPORT TC/2014** sets out progress on the transfer of open spaces to date.  
**(TO FOLLOW)**