

Hawkinge Town Council

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Minutes of a Meeting of Hawkinge Town Council

Held at:	Hawkinge Community Centre
Date:	13 March 2019
Present:	Councillor Glyn Hibbert (in the Chair), Councillors David Callahan, John Heasman, Tony Hutt and Les Palliser.
Apologies for Absence:	Councillors David Godfrey, Philip Martin, David Monk, Dick Pascoe and Stuart Peall at FHDC Meeting. Also, Councillors Andy Csiszar, Stephen Manion and Grahame Ward.
Officer Present:	Mrs Tina Wiles, Town Clerk & Responsible Financial Officer.

There were two questions from one member of the public.

1954. **DECLARATIONS OF INTEREST**

None were declared.

1955. **MINUTES**

The minutes of the meeting held on 13 February 2019 were submitted and approved as a correct record and signed by the Town Mayor.

1956. **TOWN MAYOR'S COMMUNICATIONS**

The Town Mayor gave an update on the events attended since the last meeting of the Council and the invitations received.

1957. **FINANCIAL MATTERS**

The schedule of payments to be made following the meeting had been circulated with the Agenda as Appendix 1.

Proposed by Councillor David Callahan
Seconded by Councillor Les Palliser and

RESOLVED: To receive and adopt the schedule of payments attached as Appendix 1.

(Voting: For 5, Against 0; Abstentions 0)

1958. **MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE**

It was noted these minutes had been approved by the Council at its meeting on 6 February 2019, minute 1947.

1959. **MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE**

It was noted these minutes had been approved by the Council at its meeting on 12 February 2019, minute 1948.

1960. **ANNUAL REVIEW OF STANDING ORDERS**

On 13 June 2018 minute 1900 refers, the Council adopted revised Standing Orders which were part of Report FC/18/02 setting out changes to Council policies to enable them to be compliant with GDPR.

Proposed by Councillor David Callahan
Seconded by Councillor Tony Hutt and

RESOLVED: To receive and note the Report.

(Voting: For 5, Against 0; Abstentions 0)

1961. **ANNUAL REVIEW OF FINANCIAL REGULATIONS**

On 14 February 2018, minute 1831 refers, the Council reviewed its adopted Financial Regulations published by the National Association of Local Councils.

Proposed by Councillor David Callahan
Seconded by Councillor Tony Hutt and

RESOLVED: To receive and note the Report.

(Voting: For 5, Against 0; Abstentions 0)

1962. **ANNUAL REVIEW OF RISK ASSESSMENT**

REPORT On 14 February 2018, minute 1832 refers, the Council reviewed its Risk Assessment.

Proposed by Councillor Glyn Hibbert
Seconded by Councillor Les Palliser and

RESOLVED: To receive and note the Report.

(Voting: For 5, Against 0; Abstentions 0)

1963. **REVIEW OF THE TOWN COUNCIL ASSET REGISTER AND INSURANCE**

REPORT On 14 February 2018, minute 1833 refers, the Council reviewed its assets register and insurance which included the freehold of Hawkinge Community Centre.

The insurance cover was renewed in March 2016 for a five year period. The cover was extended to include cover for the Community Centre and employer's liability. The insurance can be viewed in the Town Council Office.

Proposed by Councillor Les Palliser
Seconded by Councillor John Heasman and

RESOLVED: To receive and adopt the Report.

(Voting: For 5, Against 0; Abstentions 0)

1964. **CORRESPONDENCE**

Two items of correspondence were noted;

- (i) Letter from Ian Lamb regarding the proposed dog run and parking.
- (ii) Letter from Hawkinge Baptist Church dated 11 March 2019, regarding the changes to the operating hours of the Centre.

1965. **EXCLUSION OF 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.

Proposed by Councillor David Callahan
Seconded by Councillor Tony Hutt and

RESOLVED: 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.

(Voting: For 5, Against 0; Abstentions 0)

1966. **HAWKINGE COMMUNITY CENTRE UPDATE**

REPORT: The Council noted the proposed changes to the opening hours of the Centre and the potential impact on the Baptist Church. The Chairman explained how the changes would work.

Proposed by Councillor David Callahan
Seconded by Councillor Tony Hutt and

RESOLVED: To receive and note the report.

(Voting: For 5, Against 0; Abstentions 0)

1967. **EVALUATION OF TENDERS – CANTERBURY ROAD FLOWERBEDS**

REPORT: On 13 February 2019, minute 1951, the Council awarded the contract subject to confirmation of grant funding.

Proposed by Councillor David Callahan
Seconded by Councillor Les Palliser and

RESOLVED: To note the project would be completed in two phases which would start week commencing 15 April 2019.

(Voting: For 5, Against 0; Abstentions 0)