

Hawkinge Town Council

www.hawkinge-tc.gov.uk

Town Mayor: Councillor Philip Martin



Town Clerk
Sam Wills
Town Council Offices
Hawkinge Community Centre
Heron Forstal Avenue
Hawkinge Kent CT18 7FP
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TO: MEMBERS OF HAWKINGE TOWN COUNCIL

YOU ARE HEREBY SUMMONED to attend a Meeting of HAWKINGE TOWN COUNCIL to be held on **WEDNESDAY 12 October 2022 at 7.00pm** in Hawkinge Community Centre, Heron Forstal Avenue, Hawkinge.

A handwritten signature in black ink that reads 'S Wills'.

Sam Wills
Town Clerk

The Chairman will take questions from members of the public before the meeting commences. (Time limit 30 minutes). A member of the public shall not speak for more than 3 minutes.

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 13 July 2022.

4. TOWN MAYOR'S COMMUNICATIONS

To receive and note the report from the Town Mayor.

5. **CLERKS REPORT** To receive and note the report from the Town Clerk updating progress of ongoing projects.
6. **FINANCIAL MATTERS**
A copy of the schedule of payments made on the Council's behalf is attached at **appendix 1**.

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

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

7. **BUDGET MONITORING REPORT HTC/22/15** encloses FC/22/10 considered by the Finance and General Purposes Committee on 7 September 2022.
8. **MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE**
To receive and note the minutes of the meeting held on 7 September 2022.
9. **MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE**
To receive and note the minutes of the meeting held on 9 August 2022.
10. **COMMUNITY SUPPORT THROUGH WINTER**
To discuss correspondence received regarding support for the community through the cost-of-living crisis. Attached at **Appendix 2**
11. **REQUEST FOR FINANCIAL ASSISTANCE REPORT:** The Finance and General Purposes Committee considered a request for financial assistance from Hawkinge Community Centre Trust at its meeting on 7 September 2022 and resolved to make the following recommendations.

RECOMMENDATIONS:

1. **To receive and note the Report.**
 2. **To buy the assets from Hawkinge Community Centre Trust at the value of £556.**
12. **ATKINSON ROAD OPEN SPACE – TARGET HARDENING REPORT HTC/22/18** encloses FC/22/14 considered by the Finance and General Purposes Committee on 7 September 2022 containing a quote for the work to replace the damaged knee rail fencing around the Atkinson Road open space.
 13. **CORRESPONDENCE**
 14. **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.

15. **RETAIL UNIT CONVERSION TENDER EVALUATION REPORT HTC/22/16** encloses FC/22/12 considered by the Finance and General Purposes Committee on 7 September 2022 containing the results of the tendering exercise for the retail unit conversion at the Hawkinge Community Centre.
16. **TREES ON HAVEN DRIVE MAINTENANCE REPORT HTC/22/17** encloses FC/22/13 considered by the Finance and General Purposes Committee on 7 September 2022 containing quotes for the replacement of the trees on the junction of Aerodrome Road/Haven Drive.
17. **HAWKINGE COMMUNITY CENTRE – MAINTENANCE REPORT HTC/22/19** encloses FC22/15 considered by the Finance and General Purposes Committee on 7 September 2022.
18. **OVERFLOW CARPARK – CLEARANCE AND DRAINAGE TENDER SPECIFICATION REPORT HTC/22/20** encloses FC/22/16 considered by the Finance and General Purposes Committee on 6 October 2022. **TO FOLLOW**
19. **PLAY AREA TRANSFER REPORT HTC/22/21** encloses FC/22/17 considered by the Finance and General Purposes Committee on 6 October 2022. **TO FOLLOW**