

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
Telephone: (01303) 893928
Email: clerk@hawkinge-tc.gov.uk

TO: MEMBERS OF HAWKINGE TOWN COUNCIL

YOU ARE HEREBY SUMMONED to attend a Meeting of HAWKINGE TOWN COUNCIL to be held on **WEDNESDAY 8 MARCH 2023 at 7.00pm** at the Town Council Offices, 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 18 January 2023.

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. **MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE**
To receive and note the minutes of the meeting held on 1 March 2023. **TO FOLLOW.**
8. **MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE**
To receive and note the minutes of the meeting held on 28 February 2022.
9. **TOWN MAYOR CIVIC FUNCTION AND TRANSPORT REPORT HTC/22/25** encloses report FC/22/27 for decision. **TO FOLLOW**
10. **STANDING ORDERS REVIEW** recommendations from the Finance & General Purposes committee meeting dated 1 March 2023 for decision. **TO FOLLOW**
11. **FINANCIAL REGULATIONS REPORT HTC/22/26** encloses report FC/22/28 for decision. **TO FOLLOW**
12. **PANNELL DRIVE OPEN SPACE – TREES REPORT HTC/22/27** encloses report FC/22/29 for decision. **TO FOLLOW**
13. **CORRESPONDENCE**

Reports marked TO FOLLOW available from 6th March 2023

Hawkinge Town Council

www.hawkinge-tc.gov.uk

Minutes of a Meeting of Hawkinge Town Council

Held at: Hawkinge Community Centre, Heron Forstal Avenue, Hawkinge, Kent, CT20 7FP

Date: 18 January 2023

Present: Councillor Philip Martin (Chairman) Councillors Andy Csiszar, David Godfrey, Chris Johnson, Richard Moffatt, David Monk, Les Palliser, Dick Pascoe, Peter Roy and Nabin Siwa

Officer Present: Mrs Sam Wills, Town Clerk & RFO

The Chairman took questions from the public before the commencement of the meeting. These are set out on the attached schedule.

2434. **APOLOGIES FOR ABSENCE**

Councillors Steve Cook and Stuart Peall

2435. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

2436. **MINUTES**

The minutes of the meeting held on 14 December 2022 were submitted and approved as a correct record and signed by the Chairman.

Proposed by Councillor David Monk

Seconded by Councillor Les Palliser and

(Voting: For 11; Against, 0; Abstentions, 0;)

2437. **TOWN MAYOR'S COMMUNICATIONS**

Received and noted the Town Mayor's communication.

2438. **CLERKS REPORT** Received and noted the Town Clerks report.

2439. **FINANCIAL MATTERS**

The schedule of payments made as circulated with the agenda as Appendix 1.

Proposed by Councillor David Monk

Seconded by Councillor Les Palliser and

RESOLVED: To receive and adopt the schedule of payments.

(Voting: For 11; Against, 0; Abstentions, 0;)

2440. **MINUTES OF THE FINANCE AND GENERAL PURPOSES COMMITTEE**

To receive and note the minutes of the meeting held on 11 January 2023.

Proposed by Councillor David Monk

Seconded by Councillor Les Palliser and

RESOLVED: To receive and note the minutes of the Finance and General Committee of 11 January 2023.

(Voting: For 11; Against, 0; Abstentions, 0;)

2441. **MINUTES OF THE PLANNING AND DEVELOPMENT COMMITTEE**

To receive and note the minutes of the meeting held on 20 December 2022.

Proposed by Councillor Dick Pascoe

Seconded by Councillor Les Palliser and

RESOLVED: To receive and note the minutes of the Planning and Development Committee of 20 December 2022.

(Voting: For 9; Against, 0; Abstentions, 2;)

2442. **STOMBERS LANE OPEN SPACE**

REPORT UK Power Networks have requested a wayleave to lay a low voltage line across the land which is now leased to Hawkinge Town Council which requires the Council's consent.

Proposed by Councillor Les Palliser

Seconded by Councillor Chris Johnson and

RESOLVED: To grant permission and delegate authority to the Clerk to sign the agreement.

(Voting: For 11; Against, 0; Abstentions, 0;)

2443. **CORRESPONDENCE**

No correspondence was received.



CLERK'S REPORT
HAWKINGE TOWN COUNCIL MEETING
8 March 2023

- A planning application for the overflow carpark at the Community Centre has been prepared and will be submitted shortly.
- Arrangements are being made for a Picnic on the Green to mark the Kings Coronation on Sunday 7th May 2023.
- Thanks to Councillor David Monk for the kind donation of our new Honours Board now on display in the Council offices.

Hawkinge Town Council

PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
253	Photocopying	16/01/2023		Current Account		photocopier usage	CopierKing Office Solutions	S	14.78	2.95	17.73
252	Landlord Costs	16/01/2023		Current Account		Business Rates	Folkestone & Hythe District C	Z	214.00		214.00
254	Photocopying	19/01/2023		Current Account		Photocopier Lease	BNP Paribas	S	112.00	22.40	134.40
235	Salaries	25/01/2023		Staff Costs		Staff Costs	HMRC	Z	941.75		941.75
236	Salaries	25/01/2023		Staff Costs		Staff Costs	Salaries	Z	2,855.13		2,855.13
237	Salaries	25/01/2023		Staff Costs		Staff Costs	KCC Pension Fund	Z	1,247.27		1,247.27
239	Maintenance Contracted	31/01/2023		Current Account		Monthly Maintenance Contract	Harmer & Sons	S	2,743.96	548.79	3,292.75
240	Training	31/01/2023		Current Account		Training	SLCC	S	15.00	3.00	18.00
245	Maintenance Miscellaneous	31/01/2023		Current Account		Miscellaneous Maintenance	Harmer & Sons	S	28.00	5.60	33.60
244	Maintenance Miscellaneous	31/01/2023		Current Account		Fence Repairs	Harmer & Sons	S	164.00	32.80	196.80
242	Landlord Costs	31/01/2023		Current Account		Boiler service and Gas Safety C	Baldwin Salter Ltd	S	300.00	60.00	360.00
243	Project and Facilities Manage	31/01/2023		Current Account		Building Services	Walker Construction (UK) Ltc	S	1,921.71	384.34	2,306.05
255	Telephone & Broadband	31/01/2023		Current Account		Broadband	Vodafone	S	27.33	5.46	32.79
256	Landlord Costs	31/01/2023		Current Account		Defibrillation pads and battery	Wel Medical	S	282.95	56.59	339.54
238	Office Cleaning & Supplies	31/01/2023		Current Account		Cleaning Services	Office Cleaner	Z	44.00		44.00
241	Civic Events	31/01/2023		Current Account		Civic Event	Tenterden Town Council	Z	24.00		24.00
251	Telephone & Broadband	02/02/2023		Current Account		Telephone charges	Voipstudio	S	12.97	2.59	15.56
249	Expenses	07/02/2023		Current Account		Expenses	Staff Costs	Z	73.90		73.90
247	Maintenance Miscellaneous	07/02/2023		Current Account		Supply & Planting Hornbeams	Spearpoint Tree Services	Z	3,060.00		3,060.00
246	Office Cleaning & Supplies	07/02/2023		Current Account		Upholstery Cleaner	CarpetPro	Z	225.00		225.00
248	Civic Events	07/02/2023		Current Account		Civic Event	Mayor of Gravesham	Z	100.00		100.00
260	Project and Facilities Manage	24/02/2023		Current Account		Retail Unit conversion - electric	Luke Hall Electrical Contracto	S	650.00	130.00	780.00
263	Landlord Costs	24/02/2023		Current Account		Gas Safety - Repairs	Baldwin Salter Ltd	S	1,580.00	316.00	1,896.00
258	Salaries	24/02/2023		Staff Costs		Staff Costs	Salaries	Z	2,909.22		2,909.22
262	Charity Events	24/02/2023		Current Account		Advertising - Mayors Charity Q	Smart Design UK	Z	50.00		50.00
261	Civic Events	24/02/2023		Current Account		Civic Event	Mayor of Dartford	Z	15.00		15.00
257	Salaries	24/02/2023		Staff Costs		Staff Costs	HMRC	Z	980.20		980.20
259	Salaries	24/02/2023		Staff Costs		Staff Costs	KCC Pension Fund	Z	1,276.42		1,276.42
Total									21,868.59	1,570.52	23,439.11

Minutes of meeting of the Finance and General Purposes Committee

Held on 1 March 2023

Present: Councillor David Monk (Chairman), Ross Clark, David Godfrey, Chris Johnson, Philip Martin, Les Palliser, and Nabin Siwa

Officer Present: Sam Wills, Town Clerk

929. **APOLOGIES FOR ABSENCE**

Councillors Richard Moffatt, Peter Roy

930. **DECLARATIONS OF INTEREST**

There were no declarations of interest.

931. **MINUTES**

The minutes of the meeting held on 11 January 2023 were approved as a correct record and signed by the Chairman.

Proposed by Councillor Les Palliser

Seconded by Councillor Philip Martin and

(Voting: For 6, Against 0, Abstentions 1)

932. **BUDGET MONITORING REPORT FC/22/26** gives the latest budget monitoring information, includes the bank reconciliation and recommends the Chairman of the Committee to sign the bank statements in accordance with good practice.

Proposed by Councillor Les Palliser

Seconded by Councillor Ross Clark and

RESOLVED:

1. **To receive and note Report FC/22/26.**
2. **To authorise the Chairman of the Committee to sign the bank reconciliation and the bank statements.**
3. **To move the Youth Project budget into the general reserve and remove budget.**

(Voting: For 7, Against 0, Abstentions 0)

933. **TOWN MAYOR TRANSPORT**

REPORT FC/22/27 set out information on the civic function of the Town Mayor and provides an analysis of the civic engagements.

Proposed by Councillor David Monk

Seconded by Councillor Philip Martin and

RESOLVED:

1. To receive and note Report FC/22/27.

RESOLVED TO RECOMMEND TOWN COUNCIL TO:

2. Hire a driver when attending civic events outside of the Folkestone and Hythe District and Ashford area only.
3. Limit the number of events attended outside of the Folkestone and Hythe District and Ashford to 12 each civic season.

(Voting: For 5, Against 2, Abstentions 0)

934. **STANDING ORDERS REVIEW** to review the standing orders pertaining to meetings generally 3.para(e)to(i). Extract of standing orders attached at Appendix 1.

Proposed by Councillor Les Palliser
Seconded by Councillor Nabin Siwa and

RESOLVED:

1. Standing orders reviewed with no changes.

(Voting: For 7, Against 0, Abstentions 0)

935. **FINANCIAL REGULATIONS REPORT FC/22/28**

Proposed by Councillor David Godfrey
Seconded by Councillor Les Palliser and

RECOMMENDATIONS:

1. To receive and note report FC/22/28

RESOLVED TO RECOMMEND TOWN COUNCIL:

2. To amend para 11.1(b) of the Financial Regulations, in line with the standard model to read “....which is valued at £25,000 or more....”

(Voting: For 7, Against 0, Abstentions 0)

936. **PANNELL DRIVE OPEN SPACE – TREES REPORT FC/22/29**

Proposed by Councillor Ross Clark
Seconded by Councillor David Godfrey and

RECOMMENDATIONS:

1. To receive and note report FC/22/29

RESOLVED TO RECOMMEND TOWN COUNCIL:

2. To award the work to contractor A.

(Voting: For 7, Against 0, Abstentions 0)

937. **GRANT AWARDING POLICY draft attached at Appendix 2 for review.**

Proposed by Councillor Chris Johnson
Seconded by Councillor David Godfrey and

RESOLVED: To adopt a grant awarding policy as set out in appendix 2.

(Voting: For 7, Against 0, Abstentions 0)

938. **CORRESPONDENCE**

Hawkinge Town Council

www.hawkinge-tc.gov.uk

Town Mayor: Councillor Philip Martin



Minutes of the Planning and Development Committee held on Tuesday 28 February 2023.

Present: Councillor Les Palliser, (Chairman), Philip Martin, & Nabin Siwa.

Officer Present: Mrs Sam Wills, Town Clerk

Councillor Chris Johnson presented information regarding application 23/0170/FH 2 Gibson Close, Hawkinge to the committee before the start of the meeting.

1141. APOLOGIES FOR ABSENCE

Councillors Dick Pascoe, Richard Moffatt, & Peter Roy

1142. DECLARATIONS OF INTEREST

There were no declarations of interest.

1143. MINUTES

The minutes of the meeting held on 31 January 2023 were submitted and approved as a correct record and signed by the Chairman.

Proposed by Councillor Nabin Siwa
Seconded by Councillor Philip Martin and

(Voting: For, 3; Against, 0; Abstentions, 0)

1144. 23/0170/FH 2 GIBSON CLOSE, HAWKINGE

Proposal: Incorporate landscape buffer zone into the residential garden.

Proposed by Councillor Philip Martin
Seconded by Councillor Nabin Siwa and

RESOLVED: To raise no objection to the application.

(Voting: For, 3; Against, 0; Abstentions, 0)

**1145. CONSULTATION ON REVISING THE NATIONAL POLICY PLANNING
POLICY FRAMEWORK (NPPF).**

Proposed by Councillor Philip Martin
Seconded by Councillor Nabin Siwa and

**RESOLVED: To respond in accordance with the guidance provided by
the Clerk.**

(Voting: For, 3; Against, 0; Abstentions, 0)

**1146. PLANNING APPLICATIONS RECEIVED BY THE TOWN COUNCIL AFTER
THE PUBLICATION OF THE AGENDA.**

None received.

1147. CORRESPONDENCE

Hawkinge Town Council

www.hawkinge-tc.gov.uk

Report Number **HTC/22/25**

To: Town Council
Date: 8 March 2023
Status: For Decision
From: Town Clerk

Subject; TOWN MAYOR CIVIC FUNCTION AND TRANSPORT REPORT

SUMMARY: This report encloses Report FC/22/27 which was considered by the Finance & General Purposes committee at the meeting on 1 March 2023 (minute 933).

REASON FOR RECOMMENDATION:

The Council is asked to consider the recommendations set out below because:

- (a) The Council is committed to providing high quality services to the local community, and best value for money.
- (b) The Council is committed to prioritising its work to reflect the needs of the local community.

RECOMMENDATIONS:

1. To receive and note Report HTC/22/25.
2. To hire a driver when attending civic events outside of the Folkestone and Hythe District and Ashford area only.
3. To limit the number of events attended outside of the Folkestone and Hythe District and Ashford to 12 each civic season.
4. Costs of the driver to be met from the civic events budget.

BACKGROUND

The Finance and General Purposes Committee considered the enclosed report at its meeting on 1 March 2023 and resolved to make the recommendations laid out above.

CONTACT OFFICER AND BACKGROUND DOCUMENTS

If you have any queries about this report please contact The Town Clerk.

Tel: 01303 893928 or email: Clerk@Hawkinge-tc.gov.uk prior to the meeting.

Hawkinge Town Council

www.hawkinge-tc.gov.uk

Report Number **FC/22/27**

To: Finance and General Purposes Committee
Date: 1 March 2023
Status: For Decision

Subject; TOWN MAYOR CIVIC FUNCTION AND TRANSPORT REPORT

SUMMARY: This report provides information on the civic function of the Town Mayor and provides an analysis of the civic engagements.

REASON FOR RECOMMENDATION:

The Town Mayor has requested assistance in the form of a driver to attend civic events.

RECOMMENDATIONS:

1. To receive and note report FC/22/27

RESOLVE TO RECOMMEND TOWN COUNCIL:

2. To determine if the committee wishes to recommend to council to hire a driver for civic engagements.
3. If the committee is minded to hire a driver, to recommend the costs be met from the civic events budget.
4. To determine if the committee wishes to recommend to council guidance for the mayor on which civic engagements to attend.

INTRODUCTION

On 11 January 2023 the committee was asked to consider a proposal by the Town Mayor, Cllr Philip Martin to hire a driver to assist with the civic duties. The committee deferred a decision and requested the Clerk to produce a detailed report. This provides an opportunity for the council to set out its expectations of a mayor regarding attending civic engagements on behalf of the council.

BREAKDOWN OF ACTIVITIES FOR 2022

The town council was represented at 26 events in 2022, 12 within the Folkestone and Hythe District, 14 further afield within Kent. All events were paid for through the civic events budget and were within budget.

If the Mayor or Deputy Mayor were minded to claim travel expenses at 45p per mile the cost to the council would have totalled approximately £534.

The Mayor held 3 events in Hawkinge for his named charities Hope for Tomorrow and Dementia for Kent. Raising a total of £1702.

PROVISION OF A DRIVER

It is proposed a driver be hired under a zero hours contract, the driver will provide a car and charge £12 per hour plus mileage and parking expenses (rate to be agreed). As a zero hours contract holder the driver is eligible for leave calculated on hours worked and can opt to take it as a payment.

Using 2022 figures, an average of 4 hours per event and assuming a mileage rate of 45p per mile the cost to the council for the 26 events would be approximately £1,782

The driver would also be providing support and security for the mayor with the chains of office when appearing in public, which would be beneficial for insurance purposes.

BUDGET CONSIDERATIONS

The budget set for 2023/24 for civic events is £3,825, with no increase from 2022/23. As of 8 February 2023, £2,804 of that budget remains which could cover the approximated cost of a driver, however it would mean there would be limited funds at the end of the year to distribute to the mayor's charities.

The committee is asked to consider, if it is minded to recommend hiring a driver, if that cost should be met from the civic events budget.

OPTIONS

Options put forward for consideration, but not limited to:

1. To hire a driver.
2. To reduce the area of travel to within the Folkestone & Hythe District, travelling outside the area to attend KCC held events only. ie: Lord Lieutenant etc.
3. To allow the mayor to continue to choose which events to attend within Kent.
4. To hire a driver for events outside of Folkestone & Hythe District only.

CONTACT OFFICER AND BACKGROUND DOCUMENTS

If you have any queries about this report please contact;

The Responsible Finance Officer of the Council email: Clerk@Hawkinge-tc.gov.uk prior to the meeting.

Background Documents: Council files held by the Clerk.

Hawkinge Town Council

www.hawkinge-tc.gov.uk

Report Number **HTC/22/26**

To: Town Council
Date: 8 March 2023
Status: For Decision
From: Town Clerk

Subject: FINANCIAL REGULATIONS REPORT

SUMMARY: This report encloses Report FC/22/28 which was considered by the Finance & General Purposes committee at the meeting on 1 March 2023 (minute 935).

REASON FOR RECOMMENDATION:

The Council is asked to consider the recommendations set out below because:

- (a) The Council is committed to providing high quality services to the local community, and best value for money.
- (b) The Council is committed to prioritising its work to reflect the needs of the local community.

RECOMMENDATIONS:

1. To receive and note Report HTC/22/26.
2. To amend para 11.1(b) of the Financial Regulations, in line with the standard model to read “....which is valued at £25,000 or more....”

BACKGROUND

The Finance and General Purposes Committee considered the enclosed report at its meeting on 1 March 2023 and resolved to make the recommendations laid out above.

CONTACT OFFICER AND BACKGROUND DOCUMENTS

If you have any queries about this report please contact The Town Clerk.

Tel: 01303 893928 or email: Clerk@Hawkinge-tc.gov.uk prior to the meeting.

Hawkinge Town Council

www.hawkinge-tc.gov.uk

Report Number **FC/22/28**

To: Finance and General Purposes Committee
Date: 1 March 2023
Status: For Decision

Subject: FINANCIAL REGULATIONS REPORT

SUMMARY: This report details a necessary revision to the councils' current financial regulations.

REASON FOR RECOMMENDATION:

An error in the regulations has come to light through the course of the councils work.

Contracts – para 11.1(b) reads:

“Where the council intends to procure or award a public supply contract, public service contract or public works contract as defined by The Public Contracts Regulations 2015 (“the Regulations”) **which is valued at £5,000 or more**, the council shall comply with the relevant requirements of the Regulations².”

In accordance with the model financial regulations the value should read £25,000.

RECOMMENDATIONS:

1. To receive and note report FC/22/28

RESOLVE TO RECOMMEND TOWN COUNCIL:

2. To amend para 11.1(b) of the Financial Regulations, in line with the standard model to read “....which is valued at £25,000 or more....”

CONTACT OFFICER AND BACKGROUND DOCUMENTS

If you have any queries about this report please contact;

The Responsible Finance Officer of the Council email: Clerk@Hawkinge-tc.gov.uk prior to the meeting.

Background Documents: Council files held by the Clerk.

Hawkinge Town Council

www.hawkinge-tc.gov.uk

Report Number **HTC/22/27**

To: Town Council
Date: 8 March 2023
Status: For Decision
From: Town Clerk

Subject; PANNELL DRIVE OPEN SPACE - TREES REPORT

SUMMARY: This report encloses Report FC/22/29 which was considered by the Finance & General Purposes committee at the meeting on 1 March 2023 (minute 936).

REASON FOR RECOMMENDATION:

The Council is asked to consider the recommendations set out below because:

- (a) The Council is committed to providing high quality services to the local community, and best value for money.
- (b) The Council is committed to prioritising its work to reflect the needs of the local community.

RECOMMENDATIONS:

- 1. To receive and note Report HTC/22/27.**
- 2. To award the work to contractor A.**

BACKGROUND

The Finance and General Purposes Committee considered the enclosed report at its meeting on 1 March 2023 and resolved to make the recommendations laid out above.

CONTACT OFFICER AND BACKGROUND DOCUMENTS

If you have any queries about this report please contact The Town Clerk.

Tel: 01303 893928 or email: Clerk@Hawkinge-tc.gov.uk prior to the meeting.

Hawkinge Town Council

www.hawkinge-tc.gov.uk

Report Number **FC/22/29**

To: Finance and General Purposes Committee
Date: 1 March 2023
Status: For Decision

Subject: PANNELL DRIVE OPEN SPACE TREE MAINTENANCE REPORT

SUMMARY: This report details quotes received for the removal of the dead and dying Whitebeam trees on the Pannell Drive open space, replacement trees and the reduction of the Poplar tree.

REASON FOR RECOMMENDATION:

The Committee is asked to consider the recommendations set out below because the Town Council is obligated to maintain its land and provide the best value for money.

RECOMMENDATIONS:

1. To receive and note report FC/22/29

RESOLVE TO RECOMMEND TOWN COUNCIL:

2. To award the work to contractor A.

1. INTRODUCTION:

On 4 January 2023 the council received a report that two Whitebeam trees on Pannell Drive open space had been brought down in the storm.

Our grounds maintenance contractor was instructed to make a complete inspection of the remaining trees and have reported that all the Whitebeams show evidence of visual defects and have fruiting bodies at the base. The recommendation is that they all be removed and replaced.

The Whitebeams are subject to TPO's, the Senior Arboricultural Specialist at FHDC has been contacted and is happy to support the council's planning application. The contractor awarded the work will undertake that application on behalf of the council.

The cost of the work to come from budget 26 Maintenance Miscellaneous.

Three quotes from different contractors have been obtained as follows:

Contractor A

Description	Cost
Remove 5 large diseased Whitebeam trees	
Grind Out Stumps x 7 (2 from storm damage included)	
Supply, plant and stake 5 x Hornbeams 225 – 250cm high	
Pollard 1 large Poplar tree by approx. 50% of canopy	
Total exc. VAT	£4,711.85

Contractor B

Description	Cost
Remove 5 large diseased Whitebeam trees	
Grind Out Stumps x 7 (2 from storm damage included)	
Supply, plant and stake 5 x Hornbeams 225 – 250cm high	
Pollard 1 large Poplar tree by approx. 50% of canopy	
Total exc. VAT	£5,300

Contractor C

Description	Cost
Remove 5 large diseased Whitebeam trees	
Grind Out Stumps x 7 (2 from storm damage included)	
Supply, plant and stake 5 x Hornbeams 225 – 250cm high	
Pollard 1 large Poplar tree by approx. 50% of canopy	
Total exc. VAT	£5,330.32

2. CONTACT OFFICER AND BACKGROUND DOCUMENTS

If you have any queries about this report please contact;
The Responsible Finance Officer of the Council email: Clerk@Hawkinge-tc.gov.uk
prior to the meeting.

Background Documents: Council files held by the Clerk.