

**ANNUAL MEETING OF HAWKLEY PARISH COUNCIL
TO BE HELD WEDNESDAY 22nd MAY 2024 AT 7:30PM**

Dear Councillor, You are hereby summoned to a meeting of Hawkley Parish Council for the transaction of business set out below. This meeting is being held at Hawkley Village Hall.



Katherine Horton, Clerk to the Council
16th May 2024

AGENDA

- 1) Welcome**
- 2) Apologies for Absence.**
- 3) Appointment to Committee roles**
 - a) Appointment of Chair and signature of Acceptance of Office
 - b) Appointment of Vice Chair and verbal declaration of Acceptance of Office
 - c) Appointment of Planning Working Group and Chair with verbal declarations of Acceptance of Office
 - d) Appointment of Staff Panel, Audit Review Working Group, Footpaths Officer and Hall Representative with verbal declarations of Acceptance of Office
- 4) Declarations of Interest.** Councillors are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary or personal interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room or chamber when the meeting discusses & votes on the matter
- 5) Approval of Minutes** - Parish Council Meeting held on 7th February 2024.
- 6) Public Participation** *To allow attending electors of the parish to ask questions of or make representations to the Council.*
- 7) Report from County Councillor Oppenheimer**
- 8) Report from District Councillor Louisson**
- 9) Parish Council Finances/Administration**
 - a) Clerk's Report inc
 - i) Insurance
 - ii) King's portrait
 - iii) Fingerpost refurbishment
 - iv) Stairs Hill roadworks
 - b) Financial summary for February to March 2024.
 - c) Financial summary from April 2024 and in addition:
 - i) Notification of Payments made under Item 14 of the Financial Regulations since the last meeting
 - ii) Notification/authorisation of other payments
 - d) Internal Audit report: to note the completed report and consider the associated recommendation(s) from the Audit Working Group and agree what action will be taken in relation to these

- e) Having considered the Internal Audit report, supporting papers and recommendation(s) from the Audit Working Group, to complete and approve the External Audit requirements for 2023/24:
 - i) Section One. The Annual Governance Statement
 - ii) Section Two. The Accounting Statements
 - iii) The AGAR Certificate of Exemption
- f) To review and then accept the following policies/documents for 2024/25:
 - i) Standing Orders for 2024/25
 - ii) Asset Register for 2024/25
 - iii) Financial Regulations for 2024/25
 - iv) Statement of Internal Control 2024/25
 - v) HPC Risk Analysis 2024/25

10) Lengthsman. To confirm whether HPC wish to remain part of the HCC funded Lengthsman Scheme programme and if so to approve the contract with Grayshott PC (the Lead Parish).

11) Ponds. To receive a verbal update from Cllr Buckle on the status of the ponds project.

12) BOATS. To receive a verbal report from Cllr Large on the recent meetings with other local PCs and the Strategic Manager Hampshire Countryside Service in relation to the management of BOATS and note the possible implications for Hawkley Parish Council.

13) Planning

- a) To note responses submitted by the Clerk, under clause 21e of the Standing Orders, since the last meeting.
- b) To consider a response to the following planning application(s):
 - i) **SDNP/24/01216/HOUS** - The Cow Byre , Mill Lane, Hawkley, Liss, Hampshire, GU33 6NU
Proposal: Demolition of existing outbuildings and replacement with extension to dwelling.

14) Grants. To consider and decide on a grant request from Liss & District Voluntary Care Group (LUPIN)

15) Defibrillator. To consider and decide a request from Hawkley Parish Hall Trustees for the Parish Council to contribute to the costs of maintaining the defibrillator (currently sited at the Parish Hall).

13) Date of next meeting – Wednesday 17th July 2024 at 7:30pm

Katherine Horton (Clerk). 16th May 2024