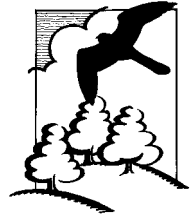


HAWKHURST PARISH COUNCIL



STRATEGY, ADMINISTRATION AND PROJECTS COMMITTEE

Copt Hall and Zoom meeting

Monday 9th August 2021

Agenda

Join Zoom Meeting

<https://us02web.zoom.us/j/89333886839?pwd=YUFyQTJoTmJZQ2lma01VWGUxVGtRUT09>

Meeting ID: 893 3388 6839

Passcode: 031545

Committee Members:

Cllr Taylor-Smith, Cllr Weeden, Cllr Pyne, Cllr Green, Cllr Faulkner and Cllr Anderson.

You are summoned to attend a meeting of the Strategy, Administration and Projects Committee to be held on the Monday 9th August 2021 at Copt Hall to conduct the following business:

- 1. Welcome**
- 2. ADJOURNMENT FOR PUBLIC SPEAKING**
- 3. APOLOGIES FOR ABSENCE**
- 4. DECLARATION OF INTERESTS:** *To receive notice of personal interests, whether of a prejudicial nature or otherwise, in respect of items on this agenda, in accordance with the Council's Code of Conduct.*
- 5. MINUTES FROM LAST MEETING** - attached
- 6. OUTSTANDING ITEMS FROM LAST MEETING**
 - 1) Review of communications Policy

2) Review of Freedom of Information Policy

7. MATTERS FOR DISCUSSION

- 1) Update report on Audit of Council land and registration - Clerk
- 2) Draft Allocation of Reserves– RFO
- 3) 1st April – 30th June 2021 quarter 1 budget monitoring report– RFO
- 4) Retention and Disposal Policy - Clerk
- 5) Hawkhurst Restoration Project update – Cllr Green
- 6) Office mobile phones - discuss
- 7) Minor amendments to budget 2019/20 – Cllr Green
- 8) Grant application

8. UPDATED SAP ACTION PLAN - attached

9. QUESTIONS AND COMMENTS FROM COUNCILLORS:

CLOSURE:

Richard Griffiths Parish Clerk

Agenda Notes for Members:

Item 4 on the Agenda, Declaration of Interests. If a Member has a prejudicial interest, this should be declared at the start of the meeting. Personal interests may be declared at this point or alternatively can be declared at the time when the specific item is being discussed, if a Member wishes to speak on an item in which s/he has a personal interest. Members in doubt about such a declaration are advised to contact the Monitoring Officer before the date of the meeting. This may also be used by Members to advise the Council of any relevant changes that may have occurred since they first completed the register of interests.