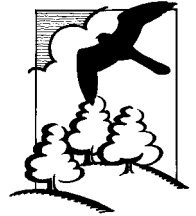


HAWKHURST PARISH COUNCIL



STRATEGY, ADMINISTRATION AND PROJECTS COMMITTEE

Copt Hall and Zoom meeting

Monday 14th February 2022

Join Zoom Meeting

<https://us02web.zoom.us/j/82985628844?pwd=NXNNMklPMnZRU0pVNWdRZGlueFArQT09>

Meeting ID: 829 8562 8844

Passcode: 593522

Committee Members:

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

You are summoned to attend a meeting of the Strategy, Administration and Projects Committee to be held on the Monday 14th February 2022 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**
 - I. Review structure of "Trusts" – accounting and implications of potential changes – Clerk part of Internal Audit 2021/22.
 - II. Review processing payments – reviewed as part of Financial Regulations review

7. MATTERS FOR DISCUSSION

- 1) Any outstanding items from Audit Report 2020/22 – Clerk
- 2) Review of Freedom of Information Policy – Cllr Taylor-Smith

Resolution: To consider the Freedom of Information Policy and Publication Scheme and make a recommendation to Council

- 3) Section 137 grant applications – Clerk

Resolution: To consider grant applications received and make awards

- 4) Hawkhurst Broadband verbal update – Clerk
- 5) Verbal Update on Cemetery Restoration Project – Cllr Green
- 6) Discuss Newsletter – Village Newsletter or Parish Newsletter – all
- 7) List of Strategies and Policies - Clerk

8. UPDATED SAP ACTION PLAN

9. QUESTIONS AND COMMENTS FROM COUNCILLORS:

10. Confidential

- 10.1 Council Insurance Policy – Clerk
- 10.2 Update report on Audit of Council land and registration – Cllr Green

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.

Members are reminded that the Seven Principles of Public life are: Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, and sexual orientation), Crime and Disorder, Care of Staff, Health & Safety and Human Rights.