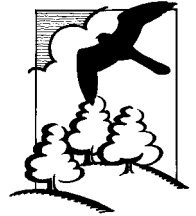


HAWKHURST PARISH COUNCIL



STRATEGY, ADMINISTRATION AND PROJECTS COMMITTEE

Minutes

Monday 11th April 2022, 7:45pm

Present:

Cllr Taylor-Smith, Cllr Pyne, Cllr Faulkner and Cllr Anderson via zoom (non-voting).

Also present The Clerk

1. Welcome

2. ADJOURNMENT FOR PUBLIC SPEAKING

3. APOLOGIES FOR ABSENCE – Cllr Green and Cllr Weeden

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. NA*

5. MINUTES FROM LAST MEETING

Cllr Pyne proposed and Cllr Taylor-Smith seconded the minutes of the meeting 14th February 2022

Agreed majority 2 and 1 abstained not present

6. OUTSTANDING ITEMS FROM LAST MEETING

Clerk to chase Land Audit

7. FINANCIAL UPDATE – unavailable, RFO to load 2022/23 budget into Scribe ASAP

8. ACTION PLAN

Note the issue of the lack of clarity from KCC / open reach about the roll out of fast fibre to the home. – Clerk to arrange a meeting

Need to review the S137 policy – next meeting

9. MATTERS FOR DISCUSSION

1) **S137 Grant applications** – following a debate the following was agreed

To make the following recommendations to Council;

- Uplands Community College – this application failed to illustrate benefit to the residents of Hawkhurst £0
- Hawkhurst Fete Committee – support with £500 and opportunity for joint working with the Jubilee Committee
- Community Fridge – worthy project and access to other funding £100
- 10K and 5K run – worthy project with potential to make a profit and support the KGV - £250
- HCSG – worthy project in need of support £500

Cllr Taylor-Smith proposed and Cllr Pyne seconded to

Uplands Community College - £0
Hawkhurst Fete Committee - £500
HCT 2018 Community Fridge - £100
HCT 2018 10k 5K run - £250
HCSG - £500

Total award = £1,350 from fund of £5,200 in 2022/23

Agreed unanimously

2) **Review Corporate Risk Register review** – Cllr Taylor-Smith led a debate, Cllr Pyne to seek Corporate Card, which concluded

To update and continue to monitor the attached Corporate Risk Register

Cllr Taylor-Smith proposed and Cllr Pyne seconded – approved unanimously

3) **Draft Procurement Policy** – Cllr Faulkner led a debate which highlighted a number of points and concluded

Cllr Faulkner proposed and Cllr Taylor-Smith seconded to recommend the attached procurement policy to Council

Agreed unanimously

4) **Review of Parish Magazine / E –news** – Cllr Pyne led a debate that highlighted the support for E-News at the recent Litter Pick

Cllr Pyne proposed and Cllr Taylor-Smith seconded to recommend to Council to develop the E – news and if a group of Cllrs want to take on the “editorial team” continue with Parish magazine.

Agreed unanimously

5) **Protocol and Guidance on meetings with Developers** – Clerk led a debate that concluded

Cllr Taylor-Smith proposed and Cllr Faulkner seconded to recommend the Protocol and Guidance on meeting developers to Council

Agreed unanimously

6) **GDPR review** – Clerk led a debate that concluded

Cllr Taylor-Smith proposed and Cllr Pyne seconded to recommend the updated GDPR documents to Council

Agreed unanimously

7) **Increased email security** – Clerk led a debate that concluded that it would be useful for staff but Cllrs Ipads already have extra security therefore not to adopt increased email security

Cllr Taylor-Smith proposed and Cllr Pyne seconded to recommended to Council NOT to adopt increased email security for Councillors

Agreed unanimously

8) **KCC Highway Improvement Plan for Hawkhurst** – The Clerk led a debate that concluded

Cllr Taylor-Smith proposed and Cllr Pyne seconded to recommend to Council to form a Task and Finish Group to consider the KCC Highways Improvement Plan for Hawkhurst

Agreed unanimously

10. QUESTIONS AND COMMENTS FROM COUNCILLORS:

11. Confidential

11.1 **New Policy** – a new policy was discussed and recommended to Council

CLOSURE:

Signed

Date.....