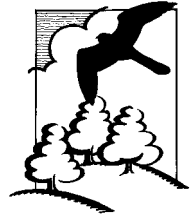


# HAWKHURST PARISH COUNCIL



## STRATEGY, ADMINISTRATION AND PROJECTS COMMITTEE

**Copt Hall and Zoom meeting**

**Monday 11<sup>th</sup> October 2021**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/84516752145?pwd=bVQzelZQQ3kwcEFFT1ISTkV2WnRodz09>

**Meeting ID: 845 1675 2145**  
**Passcode: 179445**

### **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 11<sup>th</sup> October 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**
- 7. MATTERS FOR DISCUSSION**
  - 1) Update report on Audit of Council land and registration - Clerk

- 2) Review of Communications Plan – Cllr Pyne
- 3) Review of Freedom of Information Policy – Cllr Taylor-Smith
- 4) Update on Review of Financial Regulations, Standing Orders and Terms of Reference - Clerk
- 5) Review structure of “Trusts” – accounting and implications of potential changes – Clerk
- 6) Review processing payments - Clerk
- 7) Section 137 - Clerk
- 8) Update on Cemetery Restoration Project – Cllr Green
- 9) SAP Committee Budget bids 2022/23 – discuss
- 10) Review of HIP for discussion - Clerk

**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.