



## **HAWARDEN COMMUNITY COUNCIL**

### **HYBRID ANNUAL MEETING**

**13<sup>th</sup> MAY 2024**

#### **DECISIONS**

**PRESENT:** Chair: Councillor Janet Axworthy

**Councillors:** Joyce Angell, Gillian Brockley, Helen Brown, Billy Cooper, Sarah Hinks, Dave Mackie, Doreen Mackie, Emma Preece, Ralph Small, Darren Sterry, Sam Swash and Linda Thomas

**Officers:** Mrs Sharron Jones, Clerk & Financial Officer  
Georgey Griffiths, Assistant Clerk

**Also present:** One member of the public

1. **APPOINTMENT OF CHAIRMAN 2024/2025:**

Councillor Joyce Angell appointed as Chairman.

2. **APPOINTMENT OF VICE-CHAIRMAN 2024/2025:**

Councillor Darren Sterry appointed as Vice-Chairman.

3. **APOLOGIES FOR ABSENCE:**

Apologies had been received from Councillors Margaret Redfern, Richard Taylor and Linda Thomas.

4. **DECLARATIONS OF INTEREST:**

There were none.

**5. RETIRING CHAIRMAN'S REMARKS:**

Councillor Janet Axworthy provided a short speech on his past year as Chairman thanking all members for their support and the Maintenance Team for their continuous had work.

**6. MINUTES OF THE PREVIOUS MEETING:**

Approved.

**7. MATTERS ARISING FROM MINUTES:**

Approved.

**8. VACANCIES IN HAWARDEN – MANCOT & ASTON WARDS:**

Councillor Amanda Ward be elected as Community Councillor for the ward of Aston and the two other vacancies.

**9. 2023-2024 ANNUAL REPORT:**

Approved with some amendments and additions.

**10. MEMBERS' CODE OF CONDUCT:**

Approved.

**11. STANDING ORDERS:**

Approved.

**12. EXPENDITURE POLICY AND FINANCIAL REGULATIONS:**

Expenditure Policy – Approved.

Financial Regulations - Approved.

**13. SCHEME OF DELEGATION:**

Approved.

**14. APPOINTMENT OF STANDING COMMITTEES:**

Agreed to designate the standing committees of the Council for the municipal year 2024/25 as follows:

- Staffing and General Purposes, including Lighting
- Planning
- Community and Environment including Playing Fields
- Finance

**15. APPOINTMENT OF CHAIRS OF COMMITTEES:**

Councillor Ralph Small appointed Chairman of Staffing and General Purposes, including Lighting.

Councillor Darren Sterry appointed as Chairman of Planning.

Councillor Billy Cooper appointed as Chairman of Communication and Environment including Playing Fields.

**16. APPOINTMENT OF PERSONNEL SUB-COMMITTEE:**

The membership of the Personnel Sub-Committee be retained.

**17. REPRESENTATION ON OUTSIDE BODIES:**

Councillors Cooper, Hinks and Wormald be elected to serve on the Community Volunteers, Bursary Awards and RYLA Appointments with Councillor Janet Axworthy to continue on one of these groups.

**18. APPOINTMENT OF INTERNAL AUDITOR:**

JDH Business Services Ltd to continue as Internal Auditor for the financial year 2024/25.

**19. CLERK AND FINANCIAL OFFICER'S REPORT:**

The Service Level Agreement for May is to be shared at the next meeting.

**20. DATES AND TIMES OF MEETINGS FOR THE MUNICIPAL YEAR 2024/25:**

10<sup>TH</sup> June 2024

08<sup>th</sup> July 2024

09<sup>th</sup> September 2024

13<sup>th</sup> January 2025

10<sup>th</sup> February 2025

10<sup>th</sup> March 2025

14<sup>th</sup> October 2024  
11<sup>th</sup> November 2024  
09<sup>th</sup> December 2024

14<sup>th</sup> April 2025  
12<sup>th</sup> May 2025

**21. ACCOUNTS FOR PAYMENT:**

Accounts approved.

**22. BANK RECONCILIATION:**

Bank reconciliation to be shared at the next meeting.

**23. PLANNING APPLICATIONS AND DECISIONS:**

Planning applications approved.  
There were no planning appeals.  
Decisions noted.