

**ANNUAL GENERAL MEETING OF HAWKLEY PARISH COUNCIL  
TO BE HELD WEDNESDAY 5<sup>th</sup> MAY AT 7:30PM via ZOOM**

*Residents wishing to be present should email [clerk-hpc@outlook.com](mailto:clerk-hpc@outlook.com) as soon as is convenient and in any event no less than 12 hours before the start of the meeting. A link to join the meeting will then be emailed to you.*

**AGENDA**

- 1) Welcome
- 2) Apologies for Absence
- 3) Election of Chair and verbal declaration of Acceptance of Office
- 4) Election of Vice Chair
- 5) Appointing of Planning Committee and Chairman.
- 6) Appointing of Staff Panel, Audit Review Committee, Footpaths Officer, Play Area Monitor and Hall Representative with verbal declarations of Acceptance of Office
- 7) Declarations of Interest
- 8) Approval of Minutes of the Meeting held on 14<sup>th</sup> April 2021 and approval of Minutes of the Planning Committee Meeting held on 27<sup>th</sup> April 2021.
- 9) Public forum
- 10) Chair's update
- 11) Finance:
  - a) Financial summary to April 2021 and authorisation of payments
  - b) Internal Audit report: to review recommendations and consider action to be taken in relation to these
  - c) To complete the External Audit requirements for 2020/21
- 12) Further to the request from East Hampshire DC, to agree whether to formally adopt East Hampshire District Council's new Member Code of Conduct as Hawkley Parish Council's own.
- 13) Review and if required update, Hawkley Parish Council's GDPR protocols
- 14) Update on Play area maintenance and possible refurbishment plans.
- 15) Date of next meeting – 11<sup>th</sup> August 2021, 7:30pm

Katherine Horton (Clerk)  
28<sup>th</sup> April 2021