

**Dear Members of the Finance Committee,**

In accordance with the Local Government Act (LGA) 1972, Sch 12, paras 10 (2)(b) you are hereby summoned to attend a meeting of the Finance Committee of Hawkwell Parish Council for the purpose of transacting the following business.

The press and public are welcome to attend.

Yours sincerely,

A handwritten signature in cursive script, appearing to read 'D Scrivener'.

Diane Scrivener

Clerk & Responsible Officer to Hawkwell Parish Council

Date: 09-09-26

---

## Finance Committee Meeting Agenda

**To be held on**

**14<sup>th</sup> September at 7:30pm**

**at Hockley & Hawkwell Day Centre,**

**Southend Road Library Car Park, Hockley SS5 4PZ**

*Please note that under the Local Government Act 1972 Schedule 12 paragraph 10 (2) (b), the Council cannot lawfully decide any matter that is not specified on the agenda. Should you require additional information on any agenda item please advise the Clerk by 1pm on the working day preceding the meeting.*

- 1. To receive apologies for non-attendance at meeting (For noting)**
- 2. Declarations of any:**
  - a) Disclosable pecuniary interests**
  - b) Other registerable interests.**
- 3. Public forum**
- 4. To approve as a correct record the minutes of the meeting held on 13<sup>th</sup> July 2026 (previously circulated with September Full Council papers) (For decision)**
- 5. Action update list – September 2026 (For noting)**
- 6. Financial report – August 2026 (For noting)**
- 7. Air-conditioning unit/heater for the Parish Council office – quotes attached (For decision)**



# Hawkwell Parish Council

Hawkwell Village Hall, Main Road, Hawkwell SS5 4EH  
01702 207 710 / [info@hawkwellparishcouncil.gov.uk](mailto:info@hawkwellparishcouncil.gov.uk)

---

- 8. Notification of completion of Q1 2026-27 financial checks including petty cash checks by Cllrs J Dunkley & C Morris – no issues arising (For noting)**
- 9. Subscription to Campaign to Protect Rural England (CPRE) – annual £36 (For decision)**