The **May Monthly Meeting** of the **Hawthorn Parish Council** was held on **Monday 20th May 2019 following immediately on from the Annual Meeting of the Council,** in the **Community Centre.**

**MINUTES**

**Present**

Cllr. Alan Askew (Chairman)

Cllr. George Vest (Vice Chairman)

Cllrs Sheila Irving, Maxine Smith, Carolyn Winter

DCC Cllr. Angela Surtees

**Officer**: Lesley Swinbank (Parish Clerk)

# Apologies

Cllr. Diane Hughes, Norman Hughes.

Sgt Jim Peel

# Declarations of Interest

None

# Minutes:

**RESOLVED**

**To approve the Minutes of the Monthly Meeting of the Council held Monday April 15th, 2019**

# Matters of Information

#

## Vacancy on the Parish Council : Cllr. Carolyn Winter co-opted

The Clerk reported that Cllr. Winter had signed her Acceptance of Office and that the new Hawthorn e mail had been set up and all information etc. forwarded to Cllr. Winter.

## New Honours Board / Crest

Cllr. Sheila Irving reported on progress. T

The draft design was approved.

Re the Crest, a digital design is needed and this will be provided by the Chairman.

The draft will be approved at the next meeting.

## New security / outside light at Community Centre

The Chairman reported that the Community Centre is awaiting the outcome of a grant application

## New seats

New seats and litter bins are now being installed.

The Clerk reported she had also received confirmation re emptying the litter bins etc. has now been received from DCC.

# Reports

##  Police

The Police had forwarded details of one theft of 25 Gallons of diesel. No further details had been received.

##  Co. Cllr.

The Chairman welcomed DCC Cllr. Angela Surtees who proceeded to give her report and update on various issues.

1. **Sign stump left on the ground up the quarry road**

Information received back to say that the sign has rotted and is awaiting replacement.

Advised that it appears to be a health & safety risk at present.

1. **Fly tipping up West Lane to South Hetton Road and also South Hetton to hawthorn back road**

This has been reported.

1. **B 1432 Street lights**

 Day burners Eagle Hall Bank into Hawthorn – reported

1. **Glencot Grove wire fence**

 The fencing does not belong to DCC but to Believe Housing (formerly County Durham Housing) however it has been inspected and a small section has been identified for repair and it will be completed by DCC on behalf of BH.

1. **Stable End Piece of land**

An enquiry about this land has been instigated with the Assets Department in County Hall.

The Chairman reported that the owners of the house have indicated this is still in the process of being purchased.

1. **Gate blocking Right of Way to Water Treatment site**

 Information from Public Rights Team - The gate was installed to stop quad and motorbike access from ruining crops, entering Hawthorn Dene and poaching.  We are seeking amendments to the gate to allow for more space for pedestrian access.  We appreciate this is frustrating for local walkers; however, this may take a little while to resolve

1. **Weight Restriction on West Lane**

 There is a weight restriction although access will always be allowed for farm vehicles etc.

1. **Speed watch**

 An email has been sent to the Police about the community Speed watch and the parking vehicles on Stockton road blocking lines of sight from West Lane.

1. **Sub Station below Denehurst**

 It was reported that the new fence is not contravening planning regulations, but will be passed back to DCC Planning Dept.

1. **Footpaths: Eagle Hall Bank**

Concerns were raised about the standard of the work and the unevenness of the surface.

1. **Rubbish on coach road**

Concerns re rubbish from McDonalds in the layby.

1. **Dog poo Bin**

Concerns raised over the visibility of the bin near Game Keeper’s cottage – and request made can it be re-sited near the entrance to the Dene. Cllr. Surtees to look at bin and report back.

The Chairman thanked DCC Cllr Angela Surtees who then left the meeting.

##  Community Centre

 The Chairman reported that the floor has now been repaired.

##  Any other reports

 None

**RESOLVED**

**To approve all reports and recommendations contained therein.**

# Public Participation

The Chairman closed the meeting whilst the public gave their views and comments.

## Public Participation

Issues and clarification were requested in respect of Public Participation, and in this particular if comments are allowed only in respect of agenda items and also the length of time allowed for this.

The Chairman responded that Public Participation is for residents to give their comments on Agenda Items only but that they are able to write into the Parish Clerk; all correspondence is included on the agenda and / or request a Member of the Council to place an item on the agenda. (This being at the Members discretion as to whether they request such an item to be added.)

The Chairman re-opened the meeting.

# Correspondence / emails

## Smaller Councils meeting

The next Smaller Councils Forum is scheduled for the 23 May in Shildon starting at 14:00. Tea/coffee should be available before the meeting.

## VE Day

Details of VE celebrations for VE Day on 8 – 10th May 2020 were received.

Suggested activities include: -

* The Playing of Battle's O'er & VE 75 Years
* The Nation's Toast to the Heroes of WW2
* The Cry for Peace, around the World
* Churches & cathedrals Ringing out for Peace
* Street parties and parties in pubs, clubs, Hotels, on town and village greens and in halls etc
* Services of commemoration and celebration in churches, including the reading of the Tribute to the Millions and the playing of the Last Post

**RESOLVED**

1. **To become a standing item on the agenda for discussion at future meetings.**
2. **To include in the Round Up and Newsletters and ask Residents for their views.**

# Financial:

## To endorse the monies to be paid by the Clerk since the last meeting / Bank reconciliation

**109092 21/04/2019 Gordon Fletcher Internal Audit £100.00**

|  |  |  |
| --- | --- | --- |
| **Opening Balances** |  |  |
| **Business** | £9,483.61 |  |
| **Current** | £4,609.64 |  |
| **Less u/P 2018 / 2019** | £154.31 | **£13,938.94** |
|  |  |  |
| **Receipts To date**  |  | **£8,672.00** |
| **Payments to date** |  | £100.00 |
| **Closing balances** |  | **£22,510.94** |
|  |  |  |
| Business | £13,127.33 |  |
| Current | £9,483.61 |  |
| Total | £22,610.94 |  |
| Less u/p to date | £100.00 | **£22,510.94** |

## Dropbox storage

The Clerk reported that the free dropbox storage is reaching its limit.

**RESOLVED**

**To purchase a storage disk to be retained by the Clerk and all photos transferred to this which will reduce the dropbox storage.**

## Insurance Renewal

Information has been received from Came and Company for the forthcoming year.

**RESOLVED**

**To accept the quote of £424.22 from came and Co.**

# Training:

## Cllr Training 19h June, Yarm

Information has been received from the CTP re the training event on 19th June at Preston Park near Yarm.

This includes: -

* **Roles and responsibilities of a councillor, chair, clerk and council.**
* **What’s on the Agenda**
* **Powers, duties and precepts**
* **Meetings, Policies, Standing Orders**
* **Code of Conduct**

**RESOLVED**

Cllrs Alan Askew and Carolyn Winter to attend.

## VAT training: Tuesday 24th Sept, Shotton Hall, Peterlee

* Local Councils and VAT (VAT Act 1994 s 33)
* VAT registration and unregistered Local Councils
* Local councils and the VAT liability of goods and services
* VAT recovery of general purchases
* VAT recovery involving grants and donations
* VAT recovery on building works

**RESOLVED**

**The Clerk to attend**

# Current Planning Applications

## Pemberton Arms

The Chairman reported that the application re the Pemberton Arms was successful.

# New Crest / New Honours Board

Discussed earlier in the meeting.

# New flag and flag pole

The Clerk had circulated information from Cllr. Norman Hughes re the above.

**RESOLVED**

Members to discuss the siting of a flag and pole with the Church and Community Centre and discuss at the next meeting.

# Events / Information

## Big Lunch

The action plan had been circulated and was approved.

**RESOLVED**

1. **The Clerk to confirm the entertainment with Krazy Kev**

## Open Garden Walk

The Clerk said there had been a disappointing response to the request for re

**RESOLVED**

**To advertise again in the next Round Up and Members to ask residents who they think may be prepared to open their gardens.**

## Photographic Exhibition

The Clerk informed Members that she had received a number of photos.

**RESOLVED**

**The Chairman to transfer to a memory stick to continually loop at the Big Lunch.**

## Flowerpot Exhibition

This is part of the Big Lunch.

**RESOLVED**

**Cllrs. Sheila Irving and Carolyn Winter to promote at the art class in order to add to the area around the Community Centre.**

## Trail Run

The Clerk gave details of the Trail Run in August and said it would be advertised in the next Round Up. In addition, she said Gary Scott, organiser, had asked if raffle prizes can be left at places in the village; all proceeds to be divided between the Community Centre and the Church.

**RESOLVED**

1. **To receive the information**
2. **Cllr. Maxine Smith to ask the Stapylton Arms if prizes can be dropped off there.**

## Walk through the Dene

No report has been forthcoming on the success or not of the walk.

# Community Speed Watch; Information

Awaiting information from the Police.

**RESOLVED**

**To be added to the July agenda.**

# Community Plant Scheme: Progress Report and balance sheet

The Clerk gave details of the new summer planters.

Members felt there may be cheaper alternatives either by residents adopting planters or supplied by DCC.

In addition, it was agreed that some monies can be used by the community centre to provide a seat / bench and trellis at the community garden behind the centre.

**RESOLVED**

1. **To see the views of Residents re planters through the Community Round Up.**
2. **To purchase a seat / bench and trellis as agreed by the community centre for the community garden.**

# Date of the next meeting: June Monthly Meeting: Monday June 17th, 2019

The Chairman thanked everyone for attending and closed the meeting at 8.55pm