The **September Monthly Meeting** of the **Hawthorn Parish Council** was held on **Monday 16th September 2019 at 7pm** in the **Community Centre.**

**MINUTES**

**Present**

Cllr. Alan Askew (Chairman)

Cllr. George Vest (Vice Chairman)

Cllrs Diane Hughes, Sheila Irving, Maxine Smith Sheila Wilson, Carolyn Winter

DCC Cllr. Angela Surtees,

Police PCSO Dylan Middlemiss

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

The Chairman welcomed everyone to the meeting.

# Presentation to winners of the Sunflower Competition

# The Chairman presented vouchers to the winners of the recent sunflower competition.

# 1st Claire Chamberlain at Laburnum House

# 2nd Les Brookbank at 18 West

# 3rd Richard Crozier at 20 West Lane

# Apologies

None

# Declarations of Interest

Cllrs Alan Askew and Sheila Wilson re Item 10.3: Donation Request from the Community Centre

# Casual Vacancy: To co-opt new member

Cllrs Sheila Irving gave details of the meeting held the previous week and attended by Cllrs. Carolyn Winter, Diane Hughes, the Parish Clerk and herself.

**RESOLVED**

**It was agreed unanimously to co-opt Mrs. Sheila Wilson to the Parish Council**

Cllr. Sheila Wilson signed her Acceptance of Office

# Minutes:

**RESOLVED**

**To approve the Minutes of the July Monthly Meeting held 15th July 2019**

# Matters of Information

## Flag and flagpole

Rev Paul Paterson has been consulted and is awaiting information from the Diocese Faculty.

## Community Bench / Trellis Awaiting information from Gardening Club

Cllr. Carolyn Winter reported she has a quote to erect the trellis, however it was felt that members should look at alternative prices and materials.

## Speed Watch Information

The Clerk reported that information from DCC Cllr. Angela Surtees had been included in the recent Community Round Up. This included information on a possible speed visor being in the region of £6,000 - £10,000 and that such may not meet the highway criteria for installation.

New ‘’slow’ signs have, however now been painted on Stockton Road approaching the village.

## ****Stockton Road (B1432) Lines of Sight Problems****  This  is predominantly about the vehicles of the houses along Stockton Road. It has been reported that cars and vans are parking on the pavements and blocking the lines of sight for vehicles leaving High West Lane and West Lane entering onto the B1432 which is a 60mph road. ****A request is being** made to all who live in those houses to park their vehicles in their drives or closer to the houses to keep lines of sight open for all other cars.**

## Community Centre: New security Light

Now in place

## Defibrillator Light

Now fixed and working.

# Reports

## Police

The Chairman welcomed PCSO Dylan Middlemiss who then gave his report.

He reported he had called at residents’ houses on Stockton Road re problems with obstructing views and he had also looked into the Speed Watch and was awaiting more information.

He expressed concerns re winter burglaries and gave details of possible property marking kits for the winter months.

He was thanked for the police newsletter which is now circulated to members and also for attending the meeting.

## Co. Cllr.

### DCC’s Footpath at Eagle Hall Bank

This has been cut and the farmer requested to cut back the hedges etc.

### Fence over the beck

Awaiting information but looks as though it is in private ownership.

## Community Centre

Cllr. Sheila Wilson gave the report.

Main issues included: -

### Review of the events in the summer – including the Craft Fair

### Trail Outlaw Run

This was a Great success – although there were some complaints about the parking on Stockton Road.

### Reviewed maintenance of the community centre

The Association is looking at grants / funding for repairs and ongoing maintenance.

Forthcoming events including the Craft Fair and Christmas wreaths and decorations making and also a Theatre Production

## Grant application re Noticeboards / Banners etc

The Clerk reported that the application to Awards for All has been placed. It includes £8,600 for 2 solar noticeboards, a lectern type information board and a number of pvc banners – to advertise the annual events.

A decision is expected in eight to ten weeks.

It was pointed out that if the application is not successful then it is not intended to purchase the noticeboards.

The Clerk was thanked by members for the very comprehensive application.

## Any other reports

Cllr, Sheila Irving presented the new Humours Board. Members thanked Cllr. Sheila Irving for all of her work with this.

**RESOLVED**

**To place on the west wall – replacing the existing clock.**

# Public Participation

The Chairman closed the meeting whilst the public were invited to give their views and comments on items on the agenda.

These included: -

## Grant Application for new noticeboards etc.

Concern was expressed about the need to provide new noticeboards.

It was pointed out that these would only be funded by a successful grant application.

## Dog poo bags

A suggestion was made that the Parish Council should cease to provide free dog bags in future.

The meeting was then re-opened.

# Correspondence / emails

## County Free Plastic

Information had been received from CDALC re-signing up and pledging to

join the County Council and other organisations in the County Durham Single Use Plastics

  It was explained that: -

Parish councils can help reduce the use of single use plastics

* by signing up to the pledge and doing as little or as much as you can
* making your local community groups and businesses aware that you have signed up to the pledge and encourage others to do so.
* promoting staff awareness days (if you have a complement of staff)
* encourage staff to bring reusable water bottles and lunchboxes into the workplace
* raising your community’s awareness of this through your noticeboards, websites and newsletter.
* carry out an internal audit and seek alternatives to single use plastics where possible
* work with your suppliers to reduce single use plastics

**RESOLVED**

**Whilst sympathetic to this, it was felt that most of the actions as above do not apply to such a small parish council and therefore no actin to be taken.**

## Climate Change

Information has been received from Friends of the Earth and suggesting possible actions including: -

1.       **Organise a Climate Action event**. In village and town halls across the country, people are gathering together to kickstart the conversation about what they can do together to take climate action. Here’s a [really useful guide](https://takeclimateaction.uk/resources/hold-your-first-climate-action-event) to organising your event.

2.       **Start a Climate Action Hawthorn group**. Setting up a climate action group will help bring your community together to create fairer, greener neighbourhoods, villages, towns and cities. You can [register your Climate Action group on our website](https://takeclimateaction.uk/get-involved/register-group).

3.       **Join with other communities to deliver positive change**. When you register your group, we’ll connect you up with the growing number of Climate Action Groups across the country. You’ll be able to share ideas, pick their brains and pool resources to make your low carbon vision a reality.

**RESOLVED**

**Whilst sympathetic to this, it was felt that most of the actions as above do not apply to such a small parish council and therefore no actin to be taken.**

# Financial:

## New lights Community Centre: Information

The Clerk reported that the amended invoice has been received and payment made.

**RESOLVED**

**To receive the information and close the matter**

## RESOLVED

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

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 101005 |  | 17/07/2019 | M G electrics | New lights | £486.17 | £81.03 |
| 101006 |  | 09/09/2019 | Rospa | Vat | £18.60 | £18.60 |
| 101007 |  | 09/09/2019 | A1 Trophies and engraving | Crest and Hons Bd | £64.50 | £10.76 |
| 101008 |  | 09/09/2019 | One.com | Website | £81.40 | £13.57 |
| 101009 |  | 09/09/2019 | JRB | Dog Bags | £130.49 | £21.75 |
| 101010 |  | 09/09/2019 | Amazon | Paper | £21.51 | £3.59 |
| 101011 |  | 09/09/2019 | Plantscape | 2 new tubs | £477.60 | £79.60 |
| 101012 |  | 09/09/2019 | Richardsons | sunflower vouchers | £50.00 | £0.00 |

|  |  |  |
| --- | --- | --- |
| **Opening Balances** |  |  |
| **Business** | £9,483.61 |  |
| **Current** | £4,609.64 |  |
| **Less u/P 2018 / 2019** | £154.31 | **£13,938.94** |
| **Receipts To date** |  | **£8,676.73** |
| **Payments to date** |  | £2,962.66 |
| **Closing balances** |  | **£19,653.01** |
| Business | £11,494.94 |  |
| Current | £9,488.34 |  |
| Total | £20,983.28 |  |
| Less u/p to date | £1,330.27 | **£19,653.01** |

## Donation Request from Community Centre

Cllrs. Alan Askew and Sheila Wilson declared an interest and took no part in the discussion.

A request for a grant has been received from the Community Centre. towards the Theatre Production event later in the year.

**RESOLVED**

**To give a donation of £250**

## Review of purchasing Dog Bags

The Clerk reported that the Council has now purchased 20,000 dog poo bags over the past years which appears to be excessive for such a small village.

**RESOLVED**

**To use the existing bags and then discontinue providing the dog bags and review the situation in a year, in time for the 2021/2022 budgets.**

## Budget Planning for 2020 / 2021

Initial information from DCC indicates that there will be a tax base decrease of £3.60 for the parish. This will result in a decrease in the council tax yield (overall precept) of £151.42.

It is envisaged therefore that there will be an LCT Grant next year of £161.00

**RESOLVED**

**To receive the information.**

# Training Events

There is Chairmanship training in October and open to all members who are either current chairmen or feel they would benefit from such training for the future.

**RESOLVED**

**The Clerk to circulate details once received and all members welcome to attend.**

# Policies Hawthorn Parish Council first adopted a protocol for public participation in 2014. This protocol, after review, forms the basis for this policy.

The Clerk has circulated the Public Participation protocol which has been included in Standing Orders.

**RESOLVED**

**To formally approved as per Council Policy.**

# New Web-site Accessibility Regulations

The Clerk reported that new regulations are coming into force for local council (and other bodies) re ensuring their websites are compliant with new regulations. The Clerk informed members that she has adapted the exiting website in line with the regulations as appropriate with a very small parish council.

The clerk was thanked for all of her work with this.

**RESOLVED**

**To affirm the Clerk’s actions**

# Current Planning Applications

## 2 Old Post Office – extension and dormer window

**RESOLVED**

**No objections**

## Stockton Rd East – permission rear extension

**RESOLVED**

**No objections**

# Noticeboards (SI)

This was discussed earlier in the meeting.

# Events / Information

## Sunflower competition

Cllr. George Vest said he and the Clerk had judged the sunflowers. This year had seen the highest number of entries and the judges had been very impressed.

**RESOLVED**

**To repeat the competition again in 2020.**

## Bulb Planting

The Clerk reported that the daffodil bulbs have been delivered and suggested that these be planted by the contractor in liaison with Cllr Sheila Irving.

In addition, the Clerk suggested purchasing spring bulbs for the two large planters on the village green and this be part of the Community Bulb Plant in October.

**RESOLVED**

**To purchase 100 tulips and crocus for the tubs. Cllrs Sheila Irving and Carolyn Winter to decide on variety etc and inform the clerk so they can be ordered.**

## Christmas Turn on Lights and Snowman competition

The Clerk confirmed that Krazy Kev and Pittington Brass Band have confirmed for the event on Saturday December 7th.

**RESOLVED**

**The Clerk to purchase children’s gifts etc.**

# VE Day celebrations

Deferred

# Community Plant Scheme

## Planters

The Clerk confirmed that she had cancelled the winter planting from Plantscape as agreed and had also enquired about purchase of existing empty planters. The price quoted was £199 each (discounted from £299).

**RESOLVED**

**To purchase the two planters at a price of £199 each**

## Winter planting

As discussed earlier.

**RESOLVED**

1. **To plant spring bulbs and polyanthus as winter planting**
2. **Cllrs Carolyn Winter to empty planters of existing plants – and to retain those plants which can be over-wintered in the community greenhouse.**

# Date of the next meeting: Monthly Meeting: Monday October 21st, 2019

The Chairman thanked everyone for attending and closed the meeting at 8.45 pm