**The November Monthly Meeting of the Hawthorn Parish Council was held at 6.30pm on Tuesday November 15th, 2022, in the Community Centre.**

**MINUTES**

**Present**

Cllr Diane Hughes (Chairman)

Cllr. Sheila Irving (Vice – Chairman)

Cllrs Alan Askew, Maxine Smith, Sheila Wilson, Carolyn Winter, Gary Thompson

DCC Cllr. Angela Surtees

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

Members of the Public: 1

# Notice of Meeting

Public Notice of the Meeting has been given in accordance with Sch 12 paragraph 10(2) of the LGA 1972

# Apologies:

None received.

# Declarations of Interest

None

# Minutes:

**RESOLVED**

**To approve the Minutes of the October Monthly Meeting held Monday October 17th, 2022**

# Matters of Information: As per attached information sheet

## Request for netball post

Prices being investigated with the possibility of funding from DCC Cllr Angela Surtees

**RESOLVED**

**To receive the information**

## Review into play equipment / fence etc.

Awaiting information from the contractor.

**RESOLVED**

**To receive the information.**

## Letter re grassed area

## An e mail has been sent to DCC re registering the land. No response has been received.

**RESOLVED**

1. **To receive the information**
2. **DCC Cllr. Angela Surtees to look into the matter**

## Trees on village green

DCC have now confirmed receipt of the application to carry out works to the trees.

**RESOLVED**

**To receive the information.**

## Tree Week

The Clerk had submitted the application for a memorial tree at the north end of the village.

DCC have said this would not be acceptable – and to look at other sites.

**RESOLVED**

1. **To receive the information**
2. **To suggest one small tree as a compromise – to commemorate the passing of the Queen.**

# Reports

## Police

The report from the PCSO had been forwarded and included: -

10/10/22 – 13/11/22 - 7 Incidents

* Theft of Motor Vehicle - High west lane – 2 -both are ongoing investigation
* Attempt theft of MV - Western Park – ongoing investigation.
* Suspicious male going door to door – Male was gone on police arrival.
* ASB - Off road bikes – 2 Area search no trace.
* Theft – garden item taken

**RESOLVED**

**To receive the information**

## DCC

The Chairman, Cllr. Diane Hughes welcomed DCC Cllr. Angela Surtees to the meeting.

Cllr Surtees reported that it had been a very quiet time in the village but gave an update on the following: -

### Road Sweeper

Still awaiting dates etc. in order information may be included in the Round Up

### Right of Way: Footpath / Bridleway Diversion

Cllr. Surtees said she would follow this up with the Planning Dept.

### The Chairman thanked Cllr. Surtees for attending the meeting.

## Community Centre

Cllr. Sheila Wilson gave the report and was thanked by the Chairman

## Play area report and recommendations re repairs

The Clerk informed members that DCC had responded and said they will continue to monitor the equipment and advise of all high-risk issues.

**RESOLVED**

**To receive the information**

## Any other reports

None

# Public Participation

The Chairman invited comments / queries from members of the public.

There were none.

# Correspondence

## Invitation to Cathedral Carol Service

Members have received an invitation to the above from Haswell PC.

**RESOLVED**

**To receive the information.**

## Fence: Barn Hollow

The Clerk had circulated a query made to Cllr. Alan Askew from the resident of the above property regarding the maintenance / repair of the rear fence.

Cllr. Sheila Irving had given a brief history of the situation and confirmed that the fence at the rear of Barn Hollows does not belong to the Parish Council.  When Barn Hollows was first built, each resident had to maintain their "boundary" line. As the fence separated each property from the playground area some residents asked if the Parish Council could maintain or repair it when necessary.

It was initially agreed to do this by the Chairman at the time. On discussion of the ongoing cost of any maintenance or repairs (and possible replacement) the Parish Council then decided not to maintain any of the fence as the Parish Council did not own it.

It is at least 40 years since this matter first raised its' head and the Parish Council has never maintained the fence or repaired it.  Each resident in Barn Hollows was advised that the Parish Council was not responsible for the fence and each individual resident would be required to look after their particular length of fence adjacent to their property.

**RESOLVED**

1. **To receive the information and thank Cllr. Sheila Irving for the comprehensive information.**
2. **The Clerk to write to the resident with this information**

# Financial:

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

The Clerk gave details of the current expenditure including: -

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 101339 | 07/11/2022 | Amazon | White paper for minutes | £9.98 |
| 101340 | 10/11/2022 | Amazon | Newsletter paper / Toner | £54.89 |
| 101341 | 15/11/2022 | British Legion | Poppy Wreath | £25.00 |
| 101342 | 15/11/2022 | Various | Lights switch on | £167.91 |

**RESOLVED**

1. **To approve the payments.**
2. **A full bank reconciliation will be provided for the December meeting.**

## Play equipment - swings / netball post

Information had been circulated.

**RESOLVED**

1. **To arrange a site meeting with Streetscape to discuss provision of a new swing and net ball post.**
2. **The Clerk to circulate details.**

## To approve the Financial Risk Assessment 2022 / 2023

The financial risk assessment had been circulated.

**RESOLVED**

**To approve this.**

# Civility and Respect Protocol: To adopt

The revised civility and respect protocol had been circulated.

**RESOLCED**

**To approve**

# Training

None to date

# Current Planning Applications

Cllr. Alan Askew had circulated the list.

The only relevant current application is from HPC re works to two trees on the village green.

Details of the appeal re new dwellings in the paddock had been circulated.

**RESOLVED**

**To receive the information.**

# Events & Information

## Remembrance Day

The Chairman, Cllr. Diane Hughes reported that she had attended the Remembrance Service on behalf of the Parish Council and had laid the wreath.

The Chair was thanked by members and also Cllr. Alan Askew was thanked for arranging the poppy wreath.

## Armed Forces Day

**RESOLVED**

**To discuss in Spring 2023**

## Walking the footpaths

**RESOLVED**

**To defer and finalize a date in January.**

## Christmas Event

The Clerk informed members that the presents from Santa have been received – and that all other preparations were in hand.

The carol sheets have also been printed and a copy sent to the Pittington Band.

**RESOLVED**

**To receive the information**

## Coronation Community Event

This was confirmed for Sunday 8th May. The Church will be holding a service during the morning. However, the Community Centre have discussed this and are unlikely to be holding their event at this time.

**RESOLVED**

**To discuss in detail in January.**

## Diary of events 2023

This has been compiled and will be updated as and when necessary.

## Newsletter

The Clerk had compiled and printed the newsletter. These included the Norman Hughes Award nomination forms.

Cllr. Sheila Irving to sort out distribution etc.

# Date of the next meeting:

## This will be Monday 12th December 2022 at 7pm in the Community Ce4ntre.

The Chairman thanked everyone for attending and closed the meeting at 7.10 pm