

**The Monthly Meeting of Hawthorn Parish Council was following the Annual Parish Meeting on Monday 16<sup>th</sup> March 2026 in the Hawthorn Community Centre.**

## **Minutes**

### **Present**

Cllr Sheila Irving (Chair)

Cllrs George Vest (Vice-Chair)

Cllrs Alan Askew, Barry Curran, Robert Adcock- Forster, Sheila Wilson, Carolyn Winter

Lesley Wilkinson (Parish Clerk)

### **Members of the Public : 5 in attendance**

#### **1 Notice of Meeting**

The Chairman, Cllr Sheila Irving welcomed everyone to the meeting and confirmed that Public Notice of the Meeting has been given in accordance with Sch 12 paragraph 10(2) of the LGA 1972

#### **2 Apologies:**

Jane Bradley-Harding – Police Community Support Officer

Julie Griffiths – County Councillor

#### **3 Declarations of Interest**

None

#### **4 Minutes**

To approve the Minutes of the **Monthly Meeting held 16<sup>th</sup> February 2026**

Cllr George Vest - Proposed

Cllr Barry Curran - Seconded

Approved

#### **5 Matters of Information March 2025**

**a.** Western Park – the hedge that needs trimming belongs to Durham County Council. No response to previous email.

**b.** Car parking/speeding West Lane/High West Lane. This has been mentioned to the PCSO Cllr Curran has taken photographs of inappropriate parking

**c.** Trees/leaves on North entrance – no resolution as yet

- d. Overhanging trees – no resolution as yet
- e. Bus shelter – Cllr Irving reported that the foundations laid/kerb dropped on both sides but shelter not yet in place – Parish Clerk to chase

## **6 Reports**

### **6.1 DCC**

None

### **6.2 Police**

PCSO Jane Bradley-Harding sent crime figures for Dec 25 – March 26 which were given to the Annual Parish Meeting

### **6.3 Community Centre**

Cllr Sheila Wilson had nothing further to report than that which was given to the Annual Parish Meeting

### **6.4 Appointment of new clerk**

Lesley Wilkinson introduced herself for the benefit of the members of public who were in attendance as the new Parish Clerk

### **6.5 Any other reports**

None

## **7 Public Participation: Comments on items on this agenda**

- a. A member of the public asked for further clarity on the Western Park hedge trimming. Cllr Adcock-Forster to chase this up with the new incoming County Councillor Julie Griffiths
- b. A member of the public asked if there was any further information available re any proposed boundary change regarding Seaham Garden Village. Cllr Irving informed them that an email has been sent to Michael Turnbull, Democratic Services Manager at Durham County Council and she informed them of his response. Mr Turnbull had indicated that advice would be sought at a higher level within DCC and he would report back to the Parish Council in due course. Cllr Curran reassured the public in attendance that this issue was firmly on the agenda of the Parish Council as to where the Garden Village boundary may lie

and also that the Parish Council were firmly of the opinion that the arable village status of Hawthorn should remain

## **8 Correspondence / e mails**

### **a. Email from Michael Sawyers - Treasurer and Church Warden**

A request for grant or donation to church coffee morning

Parish Clerk to reply and include the relevant form for him to complete to request a donation. Cllr Wilson said the grant that the Church has previously had was no longer available from the Community Centre

## **9 Financial:**

### **9.1 To endorse the monies paid by the Clerk since the last meeting**

Endorsed

### **9.2 Final accounts / reconciliation from outgoing Clerk**

Lesley Swinbank (outgoing Parish Clerk) will complete the final accounts and bank reconciliation ready for Gordon Fletcher, Internal Auditor and will take them. Lesley Wilkinson will accompany her to pick them up, so she can meet him.

Endorsed

### **9.3 SLA Playground equipment DCC**

DCC have forwarded a second SLC for inspection of the play area - needs formal approval and sending back in to Durham.

Agreed

### **9.4 Armed Forces Day Grants now available**

Cllr Winter informed the meeting that criteria for this Grant only included items Hawthorn would not require so it is not appropriate at the moment

## **10 Arrangements for New Clerk**

### **10.1 Computer / laptop, printer, scanner**

Agreed – Parish Clerk to source and order

## **10.2 Paying for all sundries – paper/toner etc**

To discuss at next meeting

## **10.3 Training / qualifications – ILCA**

Parish Clerk to undertake any appropriate training as required after 6-12 months in the post before registering. CDALC also organise a new Clerks session – usually September – plus we do new Cllrs session – in June I think but which many new clerks attend – could be useful. Watch out for the info from Audrey

## **10.4 Membership : Society of Local Council Clerks (SLCC)**

Membership is included in the Parish Clerk's contract - <https://www.slcc.co.uk/membership/>

Agreed

## **10.5 Other**

## **11 Training: To consider all current training events**

Parish Clerk to monitor any offered training sessions for herself or Councillors and inform meeting if any are required/suitable

## **12 Planning**

### **12.1 Current Planning applications**

No new applications

### **12.2 Update on solar applications.**

Cllr Irving updated the meeting

## **13 Boundary Change – Response from DCC**

See previous info at **7b**

## **14 Date of the next meeting: Monday April 20<sup>th</sup>, 2026**

Member of the public exited the meeting at this point

**15 To resolve to exclude members of the public and press due to the confidential nature of the business to be transacted, in accordance with the Public Bodies (Admission to Meetings) Act 1960.**

**15.1 To consider quotations for open spaces work**

Current contractor has submitted and quote and there is one other from E&A Landscaping (who currently undertake all work at Western Park).

Cllr Irving agreed to get one other quote prior to April's meeting and all 3 will be reviewed then

**The Chairman thanked everyone for attending and closed the meeting at 8.20pm**