



Hawthorn Parish Council

Chairman : Cllr. Diane Hughes

Parish Clerk : Lesley Swinbank BSc MBA, Fellow SLCC
Springwell House, Sedgfield, Co. Durham. TS21 2HS
07950 944275

clerk@hawthornparish.co.uk



LOCAL COUNCIL
AWARD SCHEME
QUALITY GOLD

[Home](#) ▾ [Noticeboard](#) [The Council](#) ▾ [Community Information](#) ▾ [Projects](#) ▾ [Communicating with you](#) ▾ [Events](#) ▾ [FAQ](#) [Contacts](#)

Annual Parish Meeting

7pm

Monday 18th March 2024

Agenda

1. Welcome by Chairman of Hawthorn Parish Council
2. Apologies
3. Presentation of the Norman Hughes Award
4. Minutes of the Annual Parish Meeting 2023
5. Matters Arising
6. Reports
 - a. To receive the Annual Report
 - b. To receive the report from DCC Cllr. Angela Surtees
 - c. To receive the report from the Community Centre
 - d. To receive the Police Report
 - e. Any other reports
7. Any other business

Diane Hughes

Chairman

Hawthorn Parish Council

1st February 2024

Thank you for attending the Annual Parish Meeting of the Parish Council.

The Monthly Meeting will follow on immediately after this meeting at approx. 7.30 pm

Welcome to the Annual Parish Meeting for Hawthorn.

This report includes the Agenda for the Parish Meeting together with the Parish Council's Annual Report and draft Annual Accounts which will be presented at the meeting. The report covers the activities of the Parish Council over the past year .

Our aim is to give residents information about their Parish Council and what we do, how we are rising to the challenges ahead, and how we will focus on community needs for the next year.

General information

The Parish Council looks after and serves the village of Hawthorn. This is a total population of about four hundred and twenty. We are the first tier of local government and have 7 Councillors.

The Parish Council has recently been re-accredited with Quality Gold Status – only 1 of 63 in the country – and which demonstrates that it is efficient, effective and meets all standards expected of a local council.

The council produces a minimum of 2 newsletters each year and these are distributed to each house whilst the electronic newsletter is produced monthly and forwarded to all residents who have signed up to receive it. The agenda for each meeting is posted at least 5 days before the meeting on the two village noticeboards and on the Parish Council website at www.hawthornparish.co.uk

Our council meetings are open to all; everyone is very welcome to come along and give their views and comments during 'Public Participation' on what we are doing and what we are trying to achieve for Hawthorn.

The Parish Clerk is Lesley Swinbank who can be contacted by e mail on clerk@hawthornparish.co.uk. Full information on all aspects of the council's work is on the website at www.hawthornparish.co.uk. You can also register on our Hawthorn Round Up and receive regular communications and information from us in regard of council information, planning applications, events etc. E mail the Clerk as above and you will be added to the circulation.

The Parish Council website at www.hawthornparish.co.uk is continually updated. This includes the agenda for the next meeting, minutes of previous meetings and all council policies, protocols and financial information. It also includes a Community Page and all groups and organizations are able to have their information / details posted on this.

Chairman's Report

Thank you for attending our Annual Parish Meeting.

We are very pleased to welcome you to the Community Centre for the Annual Parish Meeting of 2024. I feel privileged to have been re-elected as chair and thank everyone for their support. I will continue to strive to fulfil the role to the best of my ability.

Last year we had a successful Christmas tree switch on, which seems to get more popular by the year. We changed the music segment this time around, which seemed to be enjoyed by every generation. We also had our July event on the green, which was a quieter event this year but enjoyed just the same. Both events were supported by local talent Becky Smith who gave us the musical content. Many thanks to her and those who supported her.

In the play park area we had new robust fencing put in place, added netball facilities and moved the goal areas around. We will continue to consider improvements to these facilities.

The Parish Council is continuing to work with our County Councillor. Focus has remained on the speed limit and amount of accidents on the B1432. Additional road traffic signage and road markings have been installed along that road. The situation is being monitored.

Flooding at the north end of the village remains a concern. This is once again under discussion with the relevant departments in Durham County Council.

The garden village is now under construction. Some footpaths have been affected but we have assurances that these will be reinstated as soon as building work allows. We will continue to push for this to happen as soon as possible.

In addition we have continued to address the various other issues which have arisen over the year.

And finally, my thanks to Cllr. Angela Surtees for coming along to our meetings and taking back issues to DCC, my fellow Councillors, particularly Cllr Sheila Irving, the Vice Chairman of the Council, for their help and support and Lesley Swinbank our Parish Clerk for the time and work she gives for our community.

Cllr Diane Hughes

Chair Hawthorn Parish Council

Finance

Hawthorn Parish Council has a turnover of <£25,000 and is subject to the statutory Transparency Code. This ensures all information including accounts are published on the council's website. This includes the full accounts for 2023 / 2024 and previous years, including the Annual Returns, and all income and expenditure. The draft unaudited accounts are shown below and give an idea of the overall balances etc.

Draft Receipts and Payments Statement	
Year ending 31st March 2024	
Brought Forward	£20,460.13
Income	
Precept	£9,632.00
LCTSG	£212.00
Vat	£264.54
Interest	£47.93
Grants	£10,000.00
Other	£500.00
Total	£20,656.47
Payments	
Administration	£1,880.68
Capital	£19,529.22
Chairman's Allowance	£25.00
Community and events	£368.02
Donations	£500.00
Open Spaces	£3,925.01
Salaries	£2,955.02
Training	£0.00
Total	£29,182.95
Closing Balances	£11,933.65
Earmarked reserves	
Elections	£3,750.00
Transparency Grant	£500.00
	£4,250.00
Net Balances	£7,683.65



Community Tax Calculation		
	2023 / 2024	2024 / 2025
Precept	£9,632	£10,629
Tax Base	203.50	207.74
LCTRS	£212	£11
Total monies	£9,844	£10,640
Band D (Precept / Tax base)	<u>£47.33</u>	<u>£51.16</u>

The Precept for 203 / 2024 £9,632 . In addition a grant of £212 was received from DCC in respect of the LCTSS (local council support grant). This grant from DCC has been reduced to £11 and will no longer be received after this year.

(It should be noted that the Parish Council receives no contribution from the business rate or other contributions from central government unlike the County Council.)

The precept for 2024 / 2025 will be £10,629 £9,632 and Council Tax for Band D will be £51.16 per year..

The Annual Parish Meeting of the Hawthorn Parish Council was held at 7pm on Monday 20th March 2023 in the Community Centre.

MINUTES

Present

Cllr Diane Hughes (Chairman)
Cllr. Sheila Irving (Vice – Chairman)
Cllrs Alan Askew, Sheila Wilson, Carolyn Winter, Gary Thompson

Officer: Lesley Swinbank (Parish Clerk)

10 Members of the Public

1. Welcome by the Chairman of Hawthorn Parish Council

The Chairman of the Parish Council, Cllr Diane Hughes welcomed everyone to the meeting. Cllr Hughes explained that this is the Annual Meeting of the electors and the opportunity to ask questions and make comments on what and how the Parish council is working for the local community.

2. Apologies

Cllr. Maxine Smith
DCC Cllr. Angela Surtees

3. Presentation of the Norman Hughes Award

The Chairman informed all that the council had received nominations for the above. It had been decided to give the Award jointly to Mrs. Jill Paterson for her work for the local Community and to Louise Murray – and the Community Centre Volunteers.

The Chairman, Cllr Diane Hughes said she was delighted to make the presentation to Louise Murray on behalf of the Council. Unfortunately, Mrs Jill Paterson was unable to be present - the presentation to Mrs. Jill Paterson, therefore, will be made at the April meeting.

4. Minutes of the Annual Parish Meeting 2022

These had been circulated.

RESOLVED

To approve the Minutes of the Annual Parish Meeting 2022

5. Matters Arising

None

6. Reports

a) To receive the Annual Report

The Annual Report had been circulated and also made available on the website.

RESOLVED

To receive the Annual Report.

In addition, the Chairman, Cllr. Diane Hughes informed everyone of: -

- Consultation on the structure of the AAP's – and a meeting to discuss on 30th March.
- Changes to the boundaries – which will reduce the number of DCC Councillors
- A new plaque will be placed next to the new Coronation tree.

b). **To receive the report from DCC Councillor Angela Surtees**

There was no report.

c). **To receive the report from the Community Centre**

Mrs. Louise Murray gave the report.

Mrs. Murray thanked her fellow volunteers and also thanked the Parish Council for the Award which she had accepted on behalf of the team.

Mrs Murray said new members are now joining the Centre Committee and welcomed the new enthusiasm and the new ideas.

The AGM is in a couple of weeks – and all welcome to come along.

Mrs. Murray was thanked by the Chairman.

d) **To receive the Police Report**

There was no report.

7. **Any other business**

a) **Memorial / Veterans' Seat**

Mr. Barry Curran gave a progress report on the new seat. He said various options for the location had been considered, however the position in the Churchyard as suggested by the Church Diocese was felt to be unacceptable. The Community Centre had been approached re siting the new seat within the Community Centre grounds – and this is being considered.

The seat will be formally presented on 15th April when the British Legion, Padre will be present, and the playing of the Last Post will take place.

b) **Play Area Fence / Gates**

Some issues were raised about the side gates of the play area.

It was agreed that the key should be placed in the Community Centre and information to be included in the next Round Up.

c). **Increase in Precept**

Mr. Keith Robinson asked about the 11% increase in the Council Tax.

The Chairman explained this was primarily due to overall inflation and keeping the precept to a minimum or not raised at all over previous years. The Council's expenditure is very tight, and the council needed to ensure there was money in reserves for future elections / by-elections.

All were thanked for attending by the Chairman who then closed the meeting at 7.40pm.