The **Monthly Meeting** of the **Hawthorn Parish Council** was held in the Community Centre at 7pm on **Monday 19th June 2017**

**MINUTES**

**Present**

Cllr. Alan Askew (Chairman)

Cllr. George Vest (Vice Chairman)

Cllrs. Darren Ellis, Diane Hughes, Sheila Irving, Norman Hughes

DCC Cllr. Angela Surtees

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

The Chairman Cllr. Alan Askew welcomed everyone to the meeting and asked to include item 7.3 Western Park.

# Apologies:

Cllr. Maxine Smith

Police

# Declarations of Interest

None

# Minutes:

## Annual Meeting

## RESOLVED

## To approve the Minutes of the Annual Meeting held Monday May 15th, 2017

## Monthly Meeting

## RESOLVED

## To approve the Minutes of the Monthly Meeting held Monday May 15th, 2017

## Special Meeting re the Stapylton Arms held Thursday 25th May, 2017

**RESOLVED**

**To approve the Minutes**

**The Chairman thanked Cllr George Vest for chairing the meeting.**

# Matters of Information

|  |  |
| --- | --- |
| Hawthorn Dene Walk | Agreed – Clerk to contact Chris Jones in Jan 2018 |
| Defib Training | This is now being arranged for Monday 25th September. This will be publicised in the Round Up and the next newsletter due out in August. |

# 

# Reports

## Police

Apologies from the Police had been received however the written report had been circulated.

Some comments were raised as to needing more clarification in the report .including the date and time of reported incidents.

**RESOLVED**

1. **To receive the information.**
2. **Cllr. Darren Ellis to speak to the local sergeant re clarity in future police reports.**

## Co. Cllr.

The Chairman welcomed Cllr Angela Surtees to the meeting.

The report from Cllr. Surtees included:-

### Dog Bin for the footpath to the Dene

Cllr Surtees to chase this up with the DCC officer.

### Bus shelter : Southbound Stockton Road

Cllr Surtees reported that DCC have looked at providing a new shelter on the existing foundations – and which will cost approx. £2,733 plus £800 installation. DCC would also seek a contribution from the parish council.

### Public footpath

Cllr Surtees is looking into the state of the public footpath no 14 / No 6 and No 5.

### New Police Inspector

Cllr Surtees informed members that the newly appointed local Police Inspector is Ian Blakemore and Sgt Terry Hill has been confirmed as the local Sergeant.

### Overhanging Bushes

A query was asked re overhanging bushes / shrubs onto the public footpath. It was agreed that a request for residents to cut back any overhanging bushes in the next newsletter and the Round Up.

### Stapylton Arms

Cllr. Surtees said she had been invited to look around the above by the current owner Mr. Nicholson.

## Community Centre

The Chair gave the report.

The recent meeting had discussed:-

1. the Summer Fayre and events happening at the Centre.
2. a representative from Health and Well Being had given a presentation.
3. the Community Garden project is looking very good and thanks to volunteers watering the hanging baskets.
4. a sub-committee is looking at getting the Centre licensed.

## Smaller Councils Meeting

The Clerk reported on the meeting which she attended at Shotton Hall, Peterlee.

The new Chairman is Ralph Harrison and the vice chairman is Mike Taylor

Discussion took place re new arrangements re CDALC from 2018 and the AGM in October.

**RESOLVED**

**To receive the information.**

## East Durham Councils Meeting

The Chairman reported on the AGM and following meeting of the above which he and the Clerk attended the previous week.

Shelagh Pearce gave comprehensive report including information on grants for community centres etc.

**RESOLVED**

**To receive the information.**

## Any other reports

None

**RESOLVED**

**To receive the reports**

# Public Participation

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

There were no issues.

The Chairman then re-opened the meeting.

# Correspondence / emails

## CDALC AGM

Information re the above had been received from CDALC re the AGM in October.

**RESOLVED**

**To receive the information.**

## Plant a tree Charter

Information re the above had been received from NALC.

**RESOLVED**

**Not to take action at this time.**

## Western Park

The Clerk had circulated an e mail received earlier in the day re land at Western Park. It was pointed out that this is not within the responsibilities of the Parish Council

**RESOLVED**

**To take no further action**

# Financial:

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

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 100874 | 01/06/2017 | cab | Donation | £50.00 | £50.00 |  |
| 100875 | 04/06/2017 | Dusk till dawn | entertainment big lunch | £300.00 | £300.00 |  |
| 100876 | 01/05/2017 | PC World | Smart Tv | £1,376.00 | £0.00 | £229.33 |
| 100877 | 01/06/2017 | M&S | Flowers Mrs Carter | £25.00 | £25.00 | £0.00 |
| 100878 | 01/06/2017 | Stickers uk | stickers big lunch | £22.74 | £22.74 | £3.79 |
| 100879 | 01/06/2017 | Sainsbury’s | coffee, biscuits big lunch | £22.10 | £22.10 | £0.00 |
| 100880 | 01/06/2017 | M&S | Flowers S Irving | £25.00 | £25.00 | £0.00 |
| 100881 | 01/06/2017 | Amazon | Paper 10 packs for Cllrs | £29.94 | £29.94 | £4.99 |

|  |  |  |
| --- | --- | --- |
| **Hawthorn Parish Council** | **2017 / 2018** |  |
|  |  |  |
| **Opening Balances** |  | **£10,227.32** |
| **Business** | £8,328.79 |  |
| **Current** | £1,898.53 |  |
|  |  | **£10,227.32** |
| **Receipts To date** |  | **£9,174.92** |
| **Payments to date** |  | £2,466.55 |
| **Closing balances** |  | **£16,935.69** |
|  |  |  |
| Business | £8,569.26 |  |
| Current | £8,872.71 |  |
| Total | £17,441.97 |  |
| Less u/p to date | £506.28 | **£16,935.69** |

## Quarterly Estimates / Budget

These had been circulated.

**RESOLVED**

**To accept he first quarter budget**

## Bus Shelter

Members discussed the possible costings of a donation towards a replacement bus shelter on Stockton Road.

**RESOLVED**

**To take no further action on this.**

## Donation requests

None received.

## Bank Mandate

The Chairman reported that ex Cllr. Michael Dowson has now signed the change of signatures mandate and the form has been forwarded to Barclays.

# Training:

The Clerk reported that Cllr Askew had been registered for the SLCC event at Hardwick Hall on 19th July and both the Chairman and Vice Chairman for the Chairmanship training on July 25th.

# Policies

The Clerk had circulated the following policies.

1. Planning Policy
2. Training Policy
3. Community Engagement
4. Equality

**RESOLVED**

**To adopt these new policies**

# Current Planning Applications: Re DCC Lists

No new applications

# Stapylton Arms Update

The Clerk reported that a number of residents have joined the group and a meeting is to be arranged in the near future.

The Clerk said she can publicise all information within the Round Up, but needed this by Saturday at the latest in order for it to be included in the July edition.

**RESOLVED**

1. **To receive the information**
2. **Cllr. Darren Ellis to be the parish council’s representative on the community group and who will forward a report on the meeting for the July Round Up.**

# Events / Information

## Big Lunch and Associated

Members agreed the day had been very successful and will be repeated in 2018 on Sunday July 3rd.

### Photographic Exhibition

To be repeated but with digital photographs only.

### Children’s Entertainment

Cllr. Norman Hughes to book the entertainment and also Chat and Spin to broadcast on the day from the event.

### Open Gardens

1. **To repeat with same format next year.**
2. **To advertise in the Durham Community News**

### Flowerpot Exhibition

It is hoped to build on this in 2018.

## Seats and benches

To be discussed in July.

## Sunflower Competition

The judging is now Saturday 2nd September.

## Christmas Lights

* 1. Cllr Norman Hughes reported that the Mayor of Durham is attending and will switch on the Christmas lights.
  2. Cllr Sheila Irving is to confirm that the brass band also be there.

# Date of the next meeting: Monday July 17th 2017

Due to Clerk going on holiday all papers will be sent out earlier than usual.

**The Chairman thanked everyone for attending and closed the meeting at 8.35pm**