The **March Monthly Meeting** of the **Hawthorn Parish Council** was unable to be held on **Monday 16th March due to the risks associated with the coronavirus.**

**This is a report on decisions taken by members in consensus during the interim period between meetings. All decisions will be formally ratified at the next Council meeting.**

**The following were all consulted and comments invited from**

Cllr. Alan Askew (Chairman)

Cllr. George Vest (Vice Chairman)

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

# Notice of Meetings

Public Notice of the Meeting had been given in accordance with Schedule 12 paragraph 10(2) of the Local Government Act 1972.

## Annual Parish Meeting

Following information received from various sources Members undertook a risk assessment of the current situation in regard of Covid-19 – the coronavirus now evident in the country.

In particular if was felt that the Annual Parish Meeting should be postponed. (Legislation states all Annual Parish Meetings must be held between 1st March and 1st June each year). This decision was taken due to the increase in the number of residents attending this meeting to see the presentation of the Norman Hughes Award – and the average age of those being in the higher risk groups, and also a direct link of someone to a person who was awaiting the outcome of a test for the actual virus.

## March Monthly Meeting

It was felt that if the Annual Parish Meeting was postponed it is then not realistic to hold the March Monthly Meeting which was to be held immediately after the Annual Parish Meeting.

Members were all consulted and agreed to delay/postpone this meeting also and that the Clerk should circulate details of any matters which required immediate action.

**AGREED**

1. **To postpone the Annual Parish Meeting and the March Monthly Meeting.**
2. **The Clerk to circulate information and seek approval for any decisions that need to be taken**
3. **All decisions to be formally ratified at the next meeting.**
4. **The Clerk to add information re special circumstances etc to the council’s delegation scheme.**

# Minutes:

To approve the Minutes of the February Monthly Meeting held 17th Feb 2020

**AGREED**

**To defer approval to the next meeting of the Parish Council**

# Matters of Information

## B1432 Request to DCC to review speed on road

Letter has been sent to DCC who have agreed to review the speed limit on the road.

## Neighbourhood Watch

To be launched at the Annual Parish Meeting

## New notice Boards etc

The Clerk has forwarded final details for approval by members and will then place the order.

# Reports

## Co. Cllr.

# The B1432 speed limit review - I have pursued this issue and noticed that the black wires had been installed on the road when I drove along there yesterday.  Full road assessment will take months for it to be done properly and all the data will be analysed and reported back.

# The footpaths have been inspected and areas have been identified for repair and it will be surface dressed within the programme.  All landowners have been contacted to keep hedges and other shrubbery cut back.  I also mentioned the water run-off from fields.

# In relation to Covid-19 the advice is to follow national guidance.

## Community Centre

# The AGM on Friday 27th March at 7 pm has been cancelled.

# There isn’t a confirmed date as yet for the Summer Fair.

# The Craft Fair will be on 14 November

# Correspondence / emails

## Response from DCC re review of B1432

DCC have confirmed they will now review the speed etc.

# Financial:

## Agreed

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 101033 |  | 23/02/2020 | Amazon | Sunflowers and envelopes | £17.04 |
| 101034 |  | 10/03/2020 | Lesley Swinbank | sal Oct - March | £728.56 |
| 101035 |  | 20/03/2020 | HMRC | PAYE | £485.60 |
| 101036 |  | 20/03/2020 | Lesley Swinbank | Travelling Year | £458.10 |
| 101037 |  | 20/03/2020 | Lesley Swinbank | Postage year | £28.34 |



## Draft end of year balances / statement

The end of year accounts will be forwarded to all Members as soon as possible after the end of the financial year and then forwarded to the Internal Auditor.

# Training Events

None to date

# Current Planning Applications

None to date

# Complaints Policy and Protocol: To adopt

**AGREED**

**To defer to the next meeting**

# Events / Information

## Litter pick

**AGREED**

**To register and hold this on Sunday 26th April.**

## VE Day Celebrations – May 8th

**AGREED**

**To await information and advice re this national event.**

## Sunflower Competition

**AGREED**

**To await information and advice.**

## Big Lunch / Open Gardens /Treasure Hunt July 5th

**AGREED**

**To await information and advice.**

# ‘Keeping You in the Know ‘

Information has been circulated and the noticeboards etc will be agreed in principle and confirmed as soon as possible subject to the national coronavirus situation.

# Date of the next meeting:

To be arranged as and when possible and subject to advice.