

**The Annual Meeting of the Hawthorn Parish Council was held at 7pm on Monday  
15<sup>th</sup> May 2023, in the Community Centre.**

**MINUTES**

**Present**

Cllr Diane Hughes (Chairman)  
Cllr. Sheila Irving (Vice – Chairman)  
Sheila Wilson, Carolyn Winter, Maxine Smith

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

3 Members of the Public:

**1 Election of Chairman**

**RESOLVED**

**Cllr Diane Hughes was elected as Chairman of Hawthorn Parish Council**

**2 Acceptance of Office of Chairman**

Cllr. Diane Hughes then signed the Acceptance of Office of Chairman

**3 Apologies**

Cllrs. Gary Thompson, Alan Askew  
DCC Cllr. Angela Surtees

**4 Election of Vice Chairman**

**RESOLVED**

**Cllr. Sheila Irving was elected as Vice Chairman of Hawthorn Parish Council**

**5 Election of a Grievance Committee**

**RESOLVED**

**To elect Vice Chairman and Cllrs Maxine Smith, Alan Askew**

**6 Election of an Appeals committee**

**RESOLVED**

**To elect the Chairman and Cllrs Gary Thompson, Sheila Wilson, Carolyn Winter**

**7 RESO**

**8 Approval of the following which are available on the Parish Council website.**

**8.1 Standing Orders**

**RESOLVED**  
To approve.

**8.2 Financial Regulations**

**RESOLVED**  
To approve.

**8.3 Delegation Scheme**

**RESOLVED**  
To approve.

**8.4 Code of Conduct**

**RESOLVED**  
To approve.

**8.5 Effectiveness of the Internal Auditor**

**RESOLVED**  
To approve.

**8.6 Financial Risk Assessment**

**RESOLVED**  
To approve.

**9 Election of representatives to outside bodies: -**

**9.1 County Durham Association AGM**

**RESOLVED**  
To elect Cllr Diane Hughes

**9.2 Smaller Local Councils Committee**

**RESOLVED**  
To elect Cllr Diane Hughes

**9.3 East Durham Local Council Committee**

**RESOLVED**  
To elect Cllr Diane Hughes

**9.4 Other organizations**

None

**10 To re - affirm Hawthorn Parish Council meets the criteria to adopt the General Power of Competence**

*(Localism Act 2011 sections 1 -8, specifically s1(1)) as set out in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.*

**RESOLVED**

**To affirm the Council's compliance with the criteria in meeting the General Power of Competence.**

**11 Appointment of the Internal Auditor**

**RESOLVED**

**To re-appoint Mr. Gordon Fletcher as the Parish Council's Internal Auditor**

**12 Dates of Meetings 2023 / 2024**

**RESOLVED**

**To approve the dates of meetings for 2023 / 2024 as circulated.**

The Chairman thanked everyone for attending and closed the meeting at 7.05 pm.