

**The November Monthly Meeting of the Hawthorn Parish Council was held at 7pm on Monday 11<sup>th</sup> November 2024 in the Community Centre.**

**MINUTES**

**Present**

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

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

1 Member of the Public

**1 Welcome**

The Chair, Cllr Diane Hughes, 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**

None

**3 Declarations of Interest**

Item: 6.4 Play Area Improvements: Cllr Maxine Smith  
Item: 11.2 Future Development: Cllr Carolyn Winter

**4 Minutes**

**RESOLVED**

**To approve the Minutes of the Monthly Meeting held 21<sup>st</sup> October 2024**

**5 Matters of Information**

**5.1 Lack of responses from DCC**

**AGREED**

**The Chair to bring up with next Small Council Meeting and ED Committee**

**5.2 Bus shelter Replacement shelter B1432 / suggestion of brick shelter forwarded to DCC**

The Clerk had forwarded the suggestion and drawing for the replacement shelter to DCC in May 2024 with a follow up in August. No response has been received.

The Clerk said the issue is still 'open' on DCC's Do it Online System

**5.3 Diversion of Public Bridleway No.15 Hawthorn Parish and No.16 Seaham Parish**

The new ROW Officer is now in post and has responded to the Parish Council's request for a progress report re the above.

DCC are currently working with the developer to try and resolve some potential issues with the diversion.

Currently the new bridleway route for Hawthorn 15 is on the ground and appears to be up to standard. The section for Seaham bridleway 16 is not under construction nor has it been started yet.

In addition the Clerk had reported issues with glass on the temporary footpath and is awaiting information on this.

**RESOLVED**

**To receive the information and go back to DCC and ask if the glass issue has been resolved.**

**5.4 Play Are: Western Park**

The Clerk had received an e mail regarding the overgrown hedge surrounding part of the play area on Western park. The resident had been informed that this is the responsibility of the parish council.

The Clerk had subsequently contacted DCC to inform them that the parish council are not responsible for anything on Western Park.

DCC have now e mailed to say the hedge is private property and still outside of their responsibility. As a result the Clerk had contacted members on Western Park Management Committee – resulting in a couple of members also confirming that the play area plus hedge was adopted some years ago by DCC.

**RESOLVED**

**To await a photo of the area in question and to report this again to DCC**

**6 Reports**

**6.1 DCC**

No report

**6.2 Police**

No report

**6.3 Community Centre**

The Chair, Cllr Diane Hughes gave the report including: -

Craft Fair had been very successful with £209 made on the raffle and £33 in donations

The next events are: -

- 1<sup>st</sup> December Switch on
- 27<sup>th</sup> Dec The Snow Bear

Councillor Sheila Wilson (on behalf of the Community Centre Committee) thanked HPC for their donation.

**6.4 Play area improvements**

Awaiting information on the grant applications.

**6.5 Any other reports**

None

**7 Public Participation**

The member of the public thanked the council for organizing the special council meeting to be held on Monday November 18<sup>th</sup>. Some concerns were expressed that the Bellway consultation is being held in the Staylton Arms on Thursday 14<sup>th</sup> November rather than the Community Centre.

The Clerk gave apologies that she is unable to attend the Special meeting in a week's time as she is away but that she had prepared the agenda and a comments sheet for all present to fill in with their views and comments.

The Clerk also thanked Cllr Sheila Irving who has agreed to take the minutes of the meeting.

**8 Correspondence / e mails**

**8.1 ROW: Footpath Diversion: DCC**

Discussed earlier.

**8.2 Event: Police Commissioner**

Information from the Police Commissioner had been circulated.

**RESOLVED**

**To receive the information**

**8.3 E mail RE Bellway: Resident of Hawthorn**

The Clerk had circulated an e mail from a local resident in regard of the forthcoming special meeting.

**RESOLVED**

**To receive the information**

**9 Financial:**

**9.1 RESOLVED**

To endorse the monies paid by the Clerk since the last meeting / Bank reconciliation.

21/10/2024	Glosticks	Santas Presents	£192.71
21/10/2024	Community Centre	Donation	£250.00
21/10/2024	Amazon	Paper Newsletters	£24.99
21/10/2024	C Winter	Envelopes for Christmas Cards	£28.23
Service Charge			£5.40

Plus

SLCC Subscription £165

Amazon Guillotine £11.59

<b>Hawthorn Parish Council 2024 / 2025</b>		
Business	£8,154.80	
Current	£936.23	
<b>Total</b>	<b>£9,091.03</b>	<b>£9,091.03</b>
Less u/p to date		
<b>Receipts To date</b>	<b>£14,950.24</b>	
<b>Payments to date</b>	<b>£3,625.38</b>	
<b>U/p</b>		
<b>Closing balances</b>		<b>£20,415.89</b>
Business	£18,418.16	
Current	£1,997.73	
<b>Total</b>	<b>£20,415.89</b>	
Less u/p to date	£0.00	<b>£20,415.89</b>

## 9.2 Pay award 2024/2025

Details had been circulated.

In summary, from 1 April 2024 to 31 March 2025 there is a pay increase of £1,290 (pro-rata for part-time employees) for all NJC points 2 to 43 and for those above, a 2.5% rise. For the lowest paid workers, the increase amounts to 5.77%

**RESOLVED**

**To implement the national Pay Award as from April 1<sup>st</sup>, 2024.**

## 9.3 Information re Precept / Council Tax: DCC

The Clerk had circulated the draft estimates based on the information received from DCC.

**RESOLVED**

**To receive the information.**

## 9.4 CDALC / NALC Fees

The Clerk had circulated information from CDALC regarding membership fees increasing from 12p per elector to 15p per elector for 2025/26

NALC's proposed membership subscription is an increase from 7.94p to 8.34p per elector.

**RESOLVED**

**To receive the information**

## 9.5 Preliminary discussions re Precept 2025 / 2026

The Clerk had circulated examples of final precepts using the information from DCC including the revised tax base which is now 232.8 and the loss of the LCTSG.

The Clerk pointed out that DCC now request the precept by January 17<sup>th</sup> which is before the January Monthly meeting.

After consideration members agreed to set the precept for 2025 / 206 at £12,100 this represents a Band D Council Tax increasing from £51.16 to £51.98 – an increase of 1.56%

**RESOLVED**

**To formerly approve the precept for 2025/2026 as above at the December meeting.**

**9.6 Emptying play area litter bins: SLA with DCC**

Having got nowhere trying to get an answer to the request for DCC to establish an SLA for emptying the litter bin in the play area – the Clerk had been given some contact details for officers at DCC from CDALC.

The Clerk has subsequently contacted Stephen Bennett at DCC – who has passed this to Steven Johnson.

**RESOLVED**

**To receive the information and await the response from DCC.**

**10 Training:**

The Clerk gave details on elections induction training for members which is being held early in 2025.

**11 Planning**

**11.1 Current Planning applications**

**RESOLVED**

**To receive the current planning applications information which had been circulated.**

**11.2 Future development in village: Awaiting information**

The Chair confirmed that Bellway are holding a consultation event on Thursday 14<sup>th</sup> November in the Stapylton Arms. Bellway have circulated a leaflet with the information. It was pointed out that Lichfield's are acting as agents for Bellway.

Cllr Carolyn Winter declared an interest – in that her family have used Lichfield's for a matter not related to the Bellway Development but wished this to be held on record.

The Chair also confirmed that the Special Council Meeting will be held on Monday 18<sup>th</sup> November. Confirmation has not as yet been received from Bellway that they will be attending.

**12 Events & Information**

**12.1 Update re the Calendar / Christmas Cards**

Councillor Carolyn Winter informed members that 19 calendars and 14 pkts of cards were sold at the Craft Fair.

**RESOLVED**

**To purchase a further 5 calendars and also to take orders for more at the Switch on Event.**

**12.2 Christmas Events – Action Plan**

The action plan had been circulated.

**12.3 Winter Newsletter**

The Clerk has now printed off the Newsletters for Cllrs to distribute.

**RESOLVED**

**To receive the information**

**This to be the last newsletter – in future the Round Up to be used for circulating all information.**

**12.4 Chair's Award 2025**

Details have been circulated in the newsletter and Round Up. Closing date is 31<sup>st</sup> January.

**13 Date of the next meetings::**

Special Meeting: Monday 18<sup>th</sup> November

Monthly Meeting: Monday December 9th

The Chairman thanked everyone for attending and closed the meeting at 8 pm.