The **Monthly Meeting** of the **Hawthorn Parish Council** was held in the Community Centre at 7pm on **Monday 17th July 2017**

**MINUTES**

**Present**

Cllr. Alan Askew (Chairman)

Cllr. George Vest (Vice Chairman)

Cllrs. Darren Ellis, Sheila Irving, Maxine Smith

DCC Cllr. Angela Surtees

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

# Apologies

Cllrs. Diane Hughes, Norman Hughes

The Chairman Cllr. Alan Askew welcomed everyone to the meeting. He asked that the following be added to the agenda.

1. Renewal of Dog Bags
2. CDALC Secretariat
3. Nominations re CDALC

This was agreed.

# Declarations of Interest

Cllr. 11 Seats and Benches : Cllr. Maxine Smith

# Minutes:

## RESOLVED

## To approve the Minutes of the Monthly Meeting held Monday June 19th 2017

# Matters of Information

## Police Report

1. Cllr. Darren Ellis reported that he had spoken to Sgt Terry Hill re additional information to be included in the Police Reports.
2. Concerns had been expressed re a local resident and their dog. This is now being dealt with by the Police.

## Defib Training

Arranged for Sept 25th at 6.30 – publicity via newsletter in August and Round Up

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# Reports

## Police

No report.

## Co. Cllr.

The Chairman welcomed DCC Cllr. Angela Surtees to the meeting.

### Planted Area

The small area of land adjacent to 35 West Lane will be sprayed off and is then available for the Parish Council to plant up.

**RESOLVED**

**To plant with bulbs later in the year and possible some low maintenance shrubs.**

### Summer Activity programme

Cllr. Surtees handed out information leaflets.

### Hedges on Stockton road

Cllr Surtees to report overgrown hedges to DCC.

## Community Centre

The Chairman gave the report.

### Garden Project

£500 has been received from east Durham Homes for planters and plants etc. The Centre are now looking into providing a greenhouse.

### Village Fayre

The recent Fayre had been very successful and the Centre had obtained a temporary license to enable the sale of alcohol.

### Future dates

The Chairman gave dates for future Centre events .

## Stapylton Arms Community Group

The Clerk informed members that the planning application will be determined this week and in all likelihood will be refused.

The Community Group have met again and there appears to be two options currently being discussed re the purchase of the pub.

## Any other reports

None

# Public Participation

The Chairman closed the meetings and invited the public to give their views and comments.

There were no comments.

The Chairman then re-opened the meeting.

# Correspondence / emails

## CDALC Secretariat

Information has been received from CDALC re future of the secretariat.

CDALC members need to consider proposals and reach a decision concerning the administrative structure from 1 April 2018.

Proposals include:-

1. Subscription fees could be gradually increased over a number of years to become self-financing and reserves utilised over a further two or three year period.

1. As the reserve situation has improved rather than deteriorated for 2016/17 and 2017/18, we could defer any decision, remain with the status quo and continue to use reserves for future years until such time as reserves are reduced to an acceptable level. This would mean no further increases in CDALC subscription fees for the years ahead until such time as the membership agree they have a reasonable level of reserves and need to revisit subscription fees.

Smaller Council Forum members had concerns over the amount of money held in reserves. The current level of reserves (£101,427) equates to nearly three years of funding for the Association. They also thought that the status quo should be maintained for a further two years and that a proportion of the reserves should be invested to generate more income than currently produced. If invested wisely this could also be used to offset further increases in subscription fees.

After discussing this matter in detail the Executive Committee members resolved the following proposal for the Associations secretariat from 1 April 2018. Any resolution would need to be discussed and approved by Association members at the October AGM.

* 1. No increase in subscription fees (currently 10p per elector) for 2018/19 and 2019/20.
	2. As the reserve balances held by the Association are currently the equivalent of nearly three years net costs of the Association, then reserve balances be used to meet the current deficit budget situation for a further two years.
	3. Reserve balances to be invested prudently to generate an income for the Association. This would assist with reducing any increase in future subscription payments.
	4. During 2019/2020 arrangements would be introduced to ensure the continuity of the service provided to member councils. This could involve the reduction of hours for the current post holder and the appointment of another part time officer working alongside the current post holder to gain experience of the role of the Executive Officer.

**RESOLVED**

1. **To receive the information**
2. **To agree with the proposal at the Smaller Council Forum Meeting on 27th July**

## Good Councillor Guide

This had been circulated to all members.

**RESOLVED**

**To receive the information**

## CDALC AGM : Nominations

Information re the AGM on 21st October had been circulated to all members.

**RESOLVED**

**To receive the information.**

# Financial:

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

**RESOLVED**

**To approve the following payments:-**

 SLCC Regional Training Event £69

## Donation requests

None received.

## Bank Mandate

The clerk reported that the bank mandate has now been successfully changed and that Cllr. Alan Askew (Chairman), George Vest (Vice Chairman), Cllr. Diane Hughes and the Clerk are now able to sign the cheques.

**RESOLVED**

**To receive the information**

## Renewal Dog Bags

**RESOLVED**

1. **To continue to provide dog poo bags at a cost of £70 per year.**
2. **The Clerk to re -order.**

# Training:

Details of the forthcoming and agreed training were given.

**RESOLVED**

**The Clerk to circulate the training programme from Steve Ragg to all members.**

# Current Planning Applications: Re DCC Lists

No additional applications other than the pending application re the Stapylton Arms – information as above.

# Seats and Benches

Concern was expressed about the state of the bench in the play area.

**RESOLVED**

**To ask the contractor to remove as soon as possible.**

# Draft Charter DCC : CDALC are seeking views: to be discussed at the next Smaller Council Meeting on 27th July

Details had been circulated.

**RESOLVED**

**To receive the information**

# Events / Information

## Sunflower Competition

Judging is Saturday 2nd September – all help very welcome.

Information to be included in the next newsletter

## Litter pick

The Chairman reported on the recent litter pick in the village. In addition he thanked Cllr. Sheila Irving for liaising with DCC re the equipment and local residents David Ford, Les Newby and Keith Robinson who took part.

**RESOLVED**

1. **To receive the information**
2. **The Clerk to write and thank the residents who took part as above.**
3. **To repeat the event in 2018**

## Bulb Planting

**RESOLVED**

**To purchase £150 worth of bulbs including a mixture of daffodils, snowdrops and tulips.**

**Cllr Sheila Irving to let the Clerk know details of each**

## Newsletter

**RESOLVED**

**The clerk to prepare the autumn newsletter – to include details of the sunflower competition and the community bulb planting. These to be delivered to Cllr. Sheila Irving who will distribute to members of the council for circulation throughout Hawthorn.**

# Date of the next meeting: Monday September 18th 2017

 **The Chairman thanked everyone for attending and closed the meeting at 8.20pm**