



# Lanchester Parish Council



Sally Laverick  
Lead Officer / Clerk to the Council

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5 March 2014

I hereby summon you to attend  
the next Ordinary Meeting of Lanchester Parish Council  
which will be held in the Conference Room in Park House, Lanchester  
on **Tuesday 11 March 2014** at 7.15pm.

Press and public are welcome to attend.

Lead Officer / Clerk to the Council

## AGENDA

**1. Apologies for Absence**

**2. Declarations of Interest**

**3. Public Participation**

**4. Minutes of the last meeting**

To confirm and approve the minutes of the Ordinary Meeting held 11 February 2014 (attached A)

**5. Committees**

To approve the minutes of the following committees:

- I. Planning Committee on 11 February 2014 (attached B)

- 6. Neighbourhood Warden Report**  
To receive the Neighbourhood Warden report for January (attached C)
  
- 7. Correspondence**
  - I. Lanchester Allotments Association – Minutes of AGM  
To receive the minutes
  - II. Brandon & Byshottles Parish Council – weekly play inspections  
To consider the request for us to carry out their weekly play inspections
  - III. Campaign to Protect Rural England – Spring Newsletter  
To receive the newsletter
  - IV. Durham County Council – Implementation Plans (min 41/14)  
To receive the response from the County Council
  
- 8. Area Action Partnership (AAP) / Parish Councils Committee (PCC) (min 38/14)**  
To receive an update on recent meetings
  
- 9. Grassed Area – Lanchester Valley Railway Path – between Station Road and Newbiggen Lane (min 45/14)**  
To receive an update on the licence agreement
  
- 10. Risk Assessment Schedule**  
To review the above policy (attached D)
  
- 11. Internal Audit Arrangements**  
To review the above arrangements (attached E)
  
- 12. Financial Regulations**  
To review the above policy (attached F)
  
- 13. Equal Opportunities Policy**  
To review the above policy (attached G)
  
- 14. Health & Safety Policy**  
To review the above policy (attached H)
  
- 15. Schools – Distribution of newsletters**  
To consider a donation to the schools
  
- 16. Grants / Donations**  
To consider requests for grants / donations (attached I)

**17. Financial Information**

To consider the report of the Lead Officer (attached J)

**18. Accounts for Payment**

Approval/confirmation of payment is requested for payment of accounts as set out below:

S Laverick	Salary (Feb)	£1190.32
D Maddox	Salary (Feb)	£387.34
Durham County Council	Pension (Feb)	£377.55
Talk Talk	Phone	£20.93
Durham County Council	Christmas Tree	£579.60
Durham Community Action	Photocopying	£731.10
S Laverick	Expenses	£419.07
Durham County Council	Replace Christmas Light	£18,396.28
Jim Devenport	Banner Conservation	£500.00

**19. Planning Applications**

**To consider the following planning applications:**

**1/2014/0052** - Listed building consent for conversion of former public house (Grade II) to five one/two bedroomed apartments, demolition and reconstruction of new rear single storey extension and internal refurbishment at the Queens Head, 17 Front Street, Lanchester

**1/2013/0661** - conversion of former public house to five one/two bedroomed apartments, demolition and reconstruction of new rear single storey extension and internal refurbishment at the Queens Head, 17 Front Street, Lanchester

**DM/14/00327/FPA** - single storey extension at 14 Fenhall Park, Lanchester

**20. Chairperson's Announcements**

**21. Questions from Members – Information only**

To deal with questions submitted by Members. Members are reminded that questions to be asked at the meeting must be submitted to the Clerk by 12 noon on the day preceding the meeting.

**22. Date of next meeting**

To set the date and time for the next meeting