

# Lanchester Parish Council

## Minutes of the Ordinary Meeting held in the Conference Room in Park House, Lanchester on Tuesday 12 March 2013 at 7.15pm

**Present** Mr O Johnson (Chair)

Mr K Harrison, Mr B Glass, Mr C Burton,  
Mr K Leary, Mr A Myers, Mrs M Gray, Mr M Wardle  
Mr D Lindsay, Mr S Walker, Mr B Gray

County Councillor Richard Young – Observer

**Apologies** Apologies for absence were received as follows:

Mr A Nairn - work commitments

Mr P Jackson - work commitments

Mr M Clarke - work commitments

Mrs A Cook - sick

The above apologies were received and accepted

### **48/13 Declarations of Interest**

There were no declarations of interest.

### **49/13 Public Participation**

The public participation policy was distributed for the benefit of the public present.

### **50/13 Minutes of the last meeting**

**Resolved that:**

(i) the minutes of the Ordinary Meeting held on 12 February 2013 be confirmed as a correct record and signed by the Chairperson

### **51/13 Committees**

**Resolved that:**

(i) the minutes of the Planning Committee Meeting held on 12 February 2013 be confirmed as a correct record and signed by the Chairperson and any recommendations contained therein be approved and accepted

### **52/13 Police Report and Neighbourhood Warden Report**

Members considered the Police report which gave information regarding incidents / crimes in the area for the period 23/1/13 – 27/02/13 as follows:

**Number of community related calls 13**

(These calls are outlined below. Other calls not listed refer to incidents such as road traffic collisions, stray farm animals, concern for safety reports, false alarm)

**Dwelling Burglaries 0**

**Burglary (other) 1**

1 x report of an insecure garage broken into at Meadow Way and items stolen

**Bogus Callers 0**

**Anti-Social Behaviour 9**

2 x reports of bullying between two male pupils from St Bedes School. All parties spoken to.

1 x report of fly tipping at West Butsfield

1 x report of a neighbour dispute over an access route on Kitswell Road. Both parties advised

4 x reports of youths banging on rear door of takeaway on Front Street

1 x report of a fly tipping incident being investigated

**Criminal Damage 1**

1 x report of a fire at Malton Works where a large quantity of animal bedding on a trailer was set alight. Forensic investigations are on-going

**Thefts 2**

1 x report of a theft of an iPod from a pupils uniform at St Bedes. A 14 year old pupil was arrested and is currently on Police bail pending a youth reprimand decision

1 x report of a theft of an iPad during a house party at Lee Hill Court. Investigations are on-going

Members received the Neighbourhood Warden performance report for January 2013.

**53/13 Correspondence**

- (i) **Lanchester Cricket Club – Bonfire and Fireworks display**  
Members considered a request from Lanchester Cricket Club for use of Kitswell ground and financial support for the fireworks display in November  
**Resolved that:**  
(i) permission be granted for use of the ground subject to the usual insurance, safety and maintenance conditions  
(ii) it is agreed in principle that financial support of £400 be given towards the event, the decision to be ratified by Council following the local elections in May
- (ii) **Durham County Council – survey – working together**  
**Resolved** - that the information be received

- (iii) **Letter – Lanchester Community Association Christmas Tree Lighting Ceremony – Celebration Event**  
**Resolved** - that the letter be received
- (iv) **Lanchester Adult Football Team - request to use the football field at Kitswell Park for the 2013 / 14 season**  
Members considered the request  
**Resolved** - that permission be granted for the 2013/14 season subject to the usual conditions
- (v) **Letter – young resident – Dog fouling Kitswell Park**  
Members were informed of the action taken to date  
**Resolved that:**
  - (i) a response is sent to the resident
  - (ii) additional signage is placed at Kitswell to address the problem

**54/13 Area Action Partnership (AAP) / Parish Councils Committee (PCC) (min 36/13)**

Members received an update. Members were informed that the next PCC meeting will take place on 16 March and the next AAP meeting will take place on 13 March.

**Resolved** - that the minutes of the PCC meeting be received

**55/13 Lynwood Community Interest Company (CIC)**

Members received an update on the Lynwood CIC and noted a letter sent to Derwentside Homes from the CIC stating that they were reluctantly withdrawing from the project. The CIC Board asked that Derwentside Homes consider approaching the Parish Council to manage the community area on similar terms as offered to the CIC. The CIC still felt it was important to maintain a community facility and felt that the Parish Council could fulfil this function. A response from Derwentside Homes has indicated that it is willing to work with the Parish Council.

Members considered this information and the implications of developing this project. A formal approach from Derwentside Homes is awaited along with details of cost implications and terms and conditions.

**Resolved that:**

- (i) the Parish Council agrees in principle to consider managing the community space in the Lynwood development.
- (ii) details of costs and of terms and conditions of the project are sought
- (iii) a final decision is to be taken by the newly elected Parish Council following the local elections in May and following consideration of the project details

Thanks were given to all those who have worked on this project.

**56/13            Kitswell Park – Tree Report & Survey**

Members considered the recent tree survey undertaken at Kitswell Park and the recommendations for tree works.

**Resolved that:**

- (i) the works are undertaken
- (ii) NEDL are contacted regarding the trees near the power lines and delivery options explored

**57/13            Action for Market Towns (AMT) – seminar**

Following his recent attendance at the above seminar a Member presented his report of the seminar. (attached)

Members discussed the content of the report and the range of issues identified.

**Resolved that:**

- (i) the matter be discussed at a future meeting of the Council following local elections in May
- (ii) enquiries are made with Durham County Council regarding existing sandbags

**58/13            Tree Planting – Village Green – Lanchester Partnership**

Members were informed that Lanchester Partnership had planted a number of small trees along the new path on the Village Green including a 'Jubilee Oak'

**Resolved** - that a letter of thanks is sent to the Partnership

**59/13            Risk Assessment Schedule**

Members considered and reviewed the policy.

**Resolved** - that the policy be approved

**60/13            Internal Audit Arrangements**

Members considered and reviewed the policy.

**Resolved that:**

- (i) the policy be approved
- (ii) Mr Mike Young be approved as the internal auditor

**61/13            Financial Regulations**

Members considered and reviewed the policy.

**Resolved** - that the policy be approved

**62/13 Equal Opportunities Policy**

Members considered and reviewed the policy.  
**Resolved** - that the policy be approved

**63/13 Health & Safety Policy**

Members considered and reviewed the policy.  
**Resolved** - that the policy be approved

**64/13 Schools – Distribution of newsletters**

**Resolved** – that a donation of £75.00 is awarded to each of the Primary schools in Lanchester

**65/13 Grants / Donations**

Members considered the 3 applications for grants received

**Resolved that the following donations are made:**

- (i) Great North Air Ambulance - £110.00
- (ii) Lanchester Parochial Church Council – Maintenance of the Tower Clock - £200.00
- (iii) Butterwick Children’s Hospice - £110.00

**66/13 Financial Information**

The Lead Officer presented report M.  
**Resolved** - that the report be received.

**67/13 Accounts for Payment**

**Resolved** - that the following accounts be approved for payment:

Action Market Towns	Training	£85.00
S Laverick	Salary (Feb)	£1115.75
D Maddox	Salary (Feb)	£374.79
Durham County Council	Pension (Feb)	£357.56
Talk Talk	Phone	£21.98
Durham County Council	Christmas Lights	£1239.60
Durham County Council	Replacement Xmas Lights	£3309.43
Olivers Tree Services	Tree Work – Village Green	£492.00
A D Purves Landscaping	Tree/Hedge work – Kitswell	£331.20
S Laverick	Expenses	£131.91
Lanchester EP Primary School	Donation	£75.00
Lanchester RC Primary School	Donation	£75.00

Lanchester Parochial Church Council	Donation	£200.00
Great North Air Ambulance	Donation	£110.00
Butterwick Childrens Hospice	Donation	£110.00

**68/13 Chairperson's Announcements**

There were no Chairpersons announcements

**69/13 Questions from Members – Information only**

There were no questions from Members

**70/13 Date of next meeting**

**Resolved** - that the next Ordinary meeting of the Council be held on Tuesday 9 April 2013 following the Annual Meeting of the Parish which will commence at 7.15pm.

Meeting ended at 9.00pm