

Lanchester Parish Council

Minutes of the Ordinary Meeting held in the Conference Room in Park House, Lanchester on Tuesday 13 March 2012 at 7.15pm

Present Mr O Johnson (Chair)

Mr M Clarke, Mr K Harrison, Mr B Glass, Mrs M Gray
Mr K Leary, Mr A Nairn, Mr A Myers, Mr M Wardle, Mrs A Cook
Mr C Burton, Mr S Walker

Mr R Young (observer)

Apologies

Apologies for absence were received as follows:

Mr B Gray - other commitments

The above apologies were received and accepted

49/12 Declarations of Interest

There were no declarations of interest.

50/12 Public Participation

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

51/12 Minutes of the last meeting

Resolved that:

(i) the minutes of the Ordinary Meeting held on 14 February 2012 be confirmed as a correct record and signed by the Chairperson

52/12 Committees

Resolved that:

(i) the minutes of the Planning Committee Meeting held on 28 February 2012 be confirmed as a correct record and signed by the Chairperson and any recommendations contained therein be approved and accepted

53/12 Police Report

The police report gave information regarding incidents / crimes in the area for the period 25/1/12 – 21/02/12 as follows:

Number of community related calls 3

(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 1

1 x dwelling broken into overnight, vehicle keys taken from inside and occupants vehicle stolen from rear at Victoria Terrace

Burglary (other) 1

1 x shed broken into overnight at Edge Lane, Maiden Law.

Anti-Social Behaviour 0

Criminal Damage, thefts of / from Vehicles / gardens 1

1 x unknown youth took 2 x wooded chairs from garden of dwelling during day. One chair recovered.

54/12 Correspondence

- (i) **Campaign to Protect Rural England – Spring newsletter**
Resolved - that the newsletter be received
- (ii) **Letter from Durham County Council – land on Lanchester Valley Walk**
Members considered the letter received
Resolved - that the item be considered at the Farming, Wildlife and Environment meeting
- (iii) **Durham County Council – cemetery – Kitswell Road**
Members considered the information received from Durham County Council
Resolved - that a site meeting is arranged at Kitswell
- (iv) **Durham County Council – Community Buildings Review – post consultation events**
Resolved - that the information be received
- (v) **Kitswell Park – Football Field**
Members considered the football field at Kitswell Park and the works required to the playing surface. A quote for the works of £2844.00 including VAT had been received. Members remain committed to the young people of the Parish.
Resolved that:
(i) this item be placed on the agenda of the next Finance, Development and General Purposes Committee meeting for discussion
(ii) a site visit and the works required be investigated.

**55/12 Area Action Partnership (AAP) / Parish Councils Committee (PCC)
(min 35/12)**

The next PCC meeting will take place on 24 March. The next AAP meeting is to take place on 14 March.

56/12 Flood Warden Scheme

Members considered the update information received from the Community Flood Engagement Officer

Resolved - that the information be received

57/12 Risk Assessment Schedule

Members considered and reviewed the policy.

Resolved - that the policy be approved

58/12 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

59/12 Financial Regulations

Members considered and reviewed the policy.

Resolved - that the policy be approved

60/12 Equal Opportunities Policy

Members considered and reviewed the policy.

Resolved - that the document be approved

61/12 Health & Safety Policy

Members considered and reviewed the policy.

Resolved - that the policy be approved

62/12 Schools – Distribution of newsletters

Bob Glass and Ossie Johnson declared an interest.

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

63/12 Grants / Donations

Members considered the 7 applications for grants and the limited amount of money available to distribute.

Resolved that the following donations are made under the Power of Wellbeing:

- (i) Willow Burn Hospice - £50.00
- (ii) Lanchester Parochial Church Council – Maintenance of the Tower Clock - £120.00
- (iii) Churches Together – sound system for village green activities - £100.00
- (iv) Lanchester Playgroup and Tiny Tots - £100.00

64/12 Launch Events – Wildlife Audit and Heritage Walks Leaflets

Members were given an update on the two upcoming launch event. The Wildlife Audit launch will take place on Saturday 17 March at 11.00am at the Social Club. The Heritage Walks Leaflets launch will take place on Saturday 31 March at 10.00am on the Village Green.

65/12 Financial Information

The Lead Officer presented report L.

Resolved - that the report be received.

66/12 Accounts for Payment

Resolved - that the following accounts be approved for payment:

S Laverick	Salary (Feb)	£1103.56
D Maddox	Salary (Feb)	£374.79
S Charlton	Salary (Feb)	£1674.50
Durham County Council	Pension (Feb)	£357.56
NPower	Electricity	£21.25
NPower	Electricity	£376.04
Durham County Council	Printing	£3222.00
MK Print Solutions	Printing	£5200.00
Vodafone	Phone	£25.99
Talk Talk	Phone	£21.73
Emerson Fencing Ltd	Gate / stile	£400.80
CCL Office Ltd	Stationery	£198.49
Lets Face It	Face Painting	£90.00
Lanchester Agricultural Show	Stall	£30.00
East Durham College	Training	£1296.00
Durham County Council	Christmas Lights	£1215.60
Fiona Green	Professional Fees	£500.00
Derwentside Homes	Lynwood	£800.00
S Laverick	Expenses	£162.89
EP Primary School	Donation	£75.00

RC Primary School	Donation	£75.00
Willow Burn	Donation	£50.00
Lanchester Parochial Church	Donation	£120.00
Churches Together	Donation	£100.00
Lanchester Playgroup & Tiny Tots	Donation	£100.00

67/12 Chairperson's Announcements

The Chair informed Members that Councillor Colin Burton had been awarded the Durham County Chairmans Medal at a ceremony last week. Congratulations were passed to Colin on this fabulous achievement.

68/12 Questions from Members – Information only

Alan Myers informed Members of the damage to Doras Wood and Malton picnic area by horses.

Resolved that:

- (i) PCSO Vanessa Gray is informed and the problem is reported at the PACT meeting
- (ii) a letter is sent to the Woodlands Trust informing them of the problem
- (iii) a letter is sent to Durham County Council reporting the problem with a copy sent to the Neighbourhood Warden

69/12 Date of next meeting

Resolved - that the next Ordinary meeting of the Council be held on Tuesday 10 April 2012 following the Annual Meeting of the Parish at 7.15pm.

Meeting ended at 8.30pm