



Sally Laverick
Lead Officer / Clerk to the Council

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8 July 2015

I hereby summon you to attend
the next Ordinary Meeting of Lanchester Parish Council
which will be held at **Lynwood House**, Durham Road, Lanchester on
Tuesday 14 July 2015 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**
 - I. To confirm and approve the minutes of the Ordinary Meeting held 9 June 2015 (attached A)
- 5. Neighbourhood Warden Report and PACT Report**

To receive the Neighbourhood Warden report for May (attached B)
To receive the PACT Report (attached C)

6. Correspondence

- I. County Durham Association of Local Councils
To consider nominations for the County Association
- II. Campaign to Protect Rural England – North East Newsletter
To receive the newsletter
- III. Clerk & Councils Direct – July newsletter
To receive the newsletter

7. Area Action Partnership (AAP) / Parish Councils Committee (PCC) (min 148/15)

To receive an update on recent meetings
To receive the minutes of the last PCC meeting (attached D)
To consider a financial contribution towards the purchase of fly tipping cameras

8. Neighbourhood Plan (min 135/15)

To receive an update
To consider the costs of producing a Landscape Characterisation for the Parish
To consider the current website and the requirements for the Parish Council and for the Neighbourhood Plan

9. Lanchester Miners' Banner Group Meeting (min 114/15)

To receive the minutes of the last meeting (attached E)

10. Kitswell Park Play Area – Annual Inspection Report

To consider the recent annual inspection report

11. Annual Training Plan 2014/15 and 2015/16

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

12. Maintenance Progress Report

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

13. Financial Information

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

14. Accounts for Payment

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

MK Print Solutions	Neighbourhood Plan display	£590.40
Olivers Tree Services Ltd	Tree Work – Kitswell	£492.00

Glazing Films & Blinds	Bus Shelter panel	£142.20
CCL Offices Ltd	Stationery	£235.09
C Wilson	Rent – Hollinside Play Area	£20.00
S Laverick	Salary (June)	£1285.34
D Maddox	Salary (June)	£418.73
Durham County Council	Pension (June)	£391.45
HMRC	Tax & NI (April – June)	£961.65
Lanchester Comm Assoc	Room Hire	£63.00
Durham County Council	Trade Waste Annual Charge	£241.00
BT	Phone	£74.02
BT	Broadband	£66.77
Olivers Tree Services Ltd	Tree Work – Village Green	£2670.00
Tyne & Wear Play Ltd	Kitswell – Annual inspection	£250.00
Proludic	Play parts	£52.76
S Laverick	Expenses	£199.49
CCL Office Ltd	Stationery	£82.26
Neighbourhood Plan-It	Consultancy	£750.00

15. Chairperson’s Announcements

16. 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.

17. Date of next meeting

To set the date and time for the next meeting