

# Lanchester Parish Council

## Minutes of the Ordinary Meeting held in the Conference Room in Park House, Lanchester on Tuesday 8 February 2011 at 7.15pm

**Present** Mr O Johnson (Chair)

Mr K Harrison, Mr S Walker, Mr C Burton, Mr B Glass,  
Mr K Leary, Mr D Lindsay, Mr B Gray, Mrs A Cook  
Mrs M Gray, Mr P Jackson, Mr A Nairn, Mr M Clarke,  
Mr A Myers

Mr R Young (observer)

Mr Stephen Reed – Planning Development Manager  
Durham County Council

Mr J Dixon – Allotments Association

Mr R Gibbon – Allotments Association

### Apologies

Apologies for absence were received as follows:

Mr M Wardle - family bereavement

The above apologies were received and accepted

### 27/11 Planning Presentation

The Chair introduced Stephen Reed, Planning Development Manager from Durham County Council. Stephen gave Members an overview of the Planning System and the role of local councils in this process. He explained that the County Council was keen to retain and build on local contact and would be willing to attend future meetings as required to discuss general planning issues or particular applications. In addition following planning decisions the County Council can explain why a planning decision is made.

Stephen explained that only material planning considerations can be used when forming a decision and referred to a document outlining material and non-material planning considerations.

**Resolved** - that this document is circulated to members

Members referred to the Village Design Statement and asked if this is to be retained as supplementary planning guidance by Durham County Council. Stephen is to confirm the position on this.

Stephen confirmed that the County Council are working on a policy for affordable housing and that work to date includes a Strategic Housing

Market Assessment. This is a significant piece of work and recognised as a problem affecting local communities.

Stephen was thanked for attending the meeting.

**28/11        Declarations of Interest**

There were no declarations of interest

**29/11        Public Participation**

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

The Chair introduced Alan Myers and Malcolm Clarke as the two new Lanchester Parish Councillors elected following the by election on 3 February.

**30/11        Allotments – Management Agreement**

Members considered the renewal of the Management Agreement with Lanchester Allotments Association. The Allotments Association were congratulated on the management of the Allotments.

John Dixon the secretary of the Allotments Association asked if the Parish Council would consider a 20 year agreement.

**Resolved that:**

- (i)** references in the agreement to Derwentside District Council be changed to Durham County Council
- (ii)** the agreement reflect a 20 year period
- (iii)** the document be produced and signed

Members asked that the Association provide the Parish Council with a yearly update.

**31/11        Police Report**

Members were informed that the Police were now producing a report to be presented at the monthly PACT meetings on the 4<sup>th</sup> Wednesday of each month. Following the PACT meeting the report will be available for the Parish Council meeting.

Members expressed disappointment at this arrangement.

**32/11 Minutes of the last meeting**

**Resolved that:**

(i) the minutes of the Ordinary Meeting held on 11 January 2011 be confirmed as a correct record and signed by the Chairperson

**33/11 Committees**

**Resolved that:**

(i) the minutes of the Finance, Development & General Purposes Committee Meeting held on 26 January 2011 be confirmed as a correct record and signed by the Chairperson and any recommendations contained therein be approved and accepted

**34/11 Correspondence**

**(i) Lanchester Lions – Carnival 2011**

Members considered the request for use of the Village Green for the carnival

**Resolved** - that permission be granted

**(ii) LINK**

Members considered the latest newsletters and information

**Resolved that:**

(i) MG complete the feedback questionnaire

(ii) the newsletter be received

**(iii) Buckingham Palace Garden Party**

**Resolved** - that MG and PJ be put forward to attend

**(iv) County Durham and Darlington Fire and Rescue Service Integrated Risk Management Plan (IRMP) – consultation**

Members considered the above consultation

**Resolved** - that the information be received

**(v) Great Poppy Party Weekend**

Members considered the above information

**Resolved** - that the information is forwarded to Lanchester Lions for their consideration

**(vi) County Durham and Darlington Community Health Services Change 4 Life**

Members considered the above information

**Resolved** - that the information is forwarded to Lanchester Lions and the Village Voice for their consideration

**35/11 Area Action Partnership (AAP) / Parish Councils Committee (PCC)  
(min 7/11)**

Members were informed that at the PCC meeting on 15 January members were informed of the Community Speed Watch figures, the AAP small grants fund and proposals for youth work.

**36/11 Training – Statement of Intent**

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

**37/11 Financial Regulations**

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

**38/11 Publication Scheme**

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

**39/11 Complaints Procedure**

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

**40/11 Newsletter**

Members considered the quarterly newsletter. It was agreed to include an article on the new Councillors and the result of the election  
**Resolved** - that the newsletter be approved

**41/11 Financial Information**

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

**42/11 Accounts for Payment**

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

Mapmate Ltd	Software	£250.00
S Laverick	Salary (Jan)	£1081.51
D Maddox	Salary (Jan)	£374.79
S Charlton	Salary (Jan)	£1661.25
Durham County Council	Pension (Jan)	£371.75

PNE Development	Training	£58.75
Viking Direct	Stationery	£128.29
Opal	Phone	£20.10
Vodafone	Phone	£25.48
Top Banana	DIAL document	£63.00
Durham County Council	Training	£25.00
That's Bang-On Ltd	Printing	£390.93
Keith Cunningham	Mapmate training	£63.60
S Charlton	Mileage	£107.60
S Laverick	Expenses	£37.57

**43/11 Chairperson's Announcements**

The Chair formally welcomed the two newly elected Parish Councillors, Alan Myers and Malcolm Clarke. It was agreed that a photo of the whole Council and individual photos of the new Members be taken for the website.

The Chair informed Members that the new Parish Council website was now live.

**44/11 Questions from Members – Information only**

SW informed Members of the ongoing problems of students parking their vehicles in St Bedes Court. Communication with the school has led to students being requested not to park there. It is hoped that this will address the problem.

**45/11 Grass Cutting Contract**

**Resolved - that under the powers contained in Section 100A of the Local Government Act 1972 the Press and Public be excluded from the following item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted**

Members discussed and compared the returned tenders.

**Resolved** - that the grass cutting contract be awarded to A D Purves Landscaping being the lowest tender.

**46/11 Date of next meeting**

**Resolved** - that the next Ordinary meeting of the Council be held on Tuesday 8 March 2011 at 7.15pm

Meeting ended at 8.45pm