

# Lanchester Parish Council

**Minutes of the Finance, Development and General Purposes Committee  
held at Lynwood House on Wednesday 30 September 2015 at 7.15 pm**

**Present** Mr O Johnson (Chair)

Mrs M Gray, Mr K Leary, Mr S Walker,  
Mr A Nairn, Mr P Jackson

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

Mr M Wardle - away  
Mr B Gray - family commitments  
Mr C Burton - ill  
The above apologies were received and accepted

## **204/15 Declaration of Interest**

There were no declarations of interest

## **205/15 Public Participation**

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

## **206/15 Budget Position**

The Lead Officer presented the finance report.  
**Recommended** - that the report be received

## **207/15 Neighbourhood Plan (min 195/15)**

Members were informed that work continues with the  
Neighbourhood Plan.

Work on the Conservation Area Appraisal has commenced and  
is being co-ordinated by the County Council. Four sessions  
have been organised in October to survey the conservation  
area. Volunteers are welcome to take part.

The North of England Civic Trust have been appointed to assist  
the community in producing a Heritage Audit for the Parish.  
Work on this is likely to commence in November.

The third and final workshop has been delivered by Neighbourhood Plan-It. A draft topic based questionnaire has been prepared and discussed.

Work continues on gathering evidence and profile information.

**Recommended** - that the update is received

**208/15 Garage Door Replacement**

The replacement of the broken garage door was discussed. It was agreed that the opening should be partly walled with a door at one side.

**Recommended that:**

- (i) the Handyperson undertakes this work
- (ii) the handyperson is reimbursed for a recently purchased drill set

**209/15 Local Council Award Scheme**

Members were informed that the new Local Council Award Scheme was now in operation which replaces 'Quality Status'. As a current holder of Quality Status, Lanchester Parish Council had been offered and had taken up a free Foundation year in the new scheme which will expire shortly.

The Parish Council has registered in the scheme at a cost of £50.00, a further small fee will be due on submission

**Recommended that:**

- (i) the costs of the scheme are approved
- (ii) a submission is made for 'Foundation' stage when all the criteria has been met

**210/15 Website**

Work continues on developing a new website which will be fit for purpose. The new website is currently being populated. The website will need to be proofed and checked before it goes live.

**Recommended** - that the information is received

**211/15 Christmas Lights**

The arrangements for the Christmas Light Switch On event were discussed and agreed. The event would take place between 5.30 pm – 6.15 pm on Saturday 28 November and include music by Lanchester Brass Band and Lanchester Choral & Operatic

Society. Refreshments would be provided for adults and children along with a small gift for the children. The switch on will take place at 6.00pm and will involve local school children

**Recommended that:**

- (i) Expenditure of £550.00 be agreed for the event
- (ii) An additional hot flask is purchased
- (iii) Mike Gladstone, Chair of Lanchester Partnership is invited to switch on the lights
- (iv) The risk assessment is approved

**212/15 Lanchester Parish Church Christmas Tree Festival**

Members were informed that correspondence had been received from Lanchester and Burnhope PCC regarding a Christmas Tree Festival between 17 - 20 December.

**Recommended that:**

- (i) The Parish Council take part in the festival and sponsor and decorate a tree
- (ii) A contribution of £30.00 is approved

**213/15 Lanchester Community Emergency Plan**

Members were informed that work continues on producing a Community Emergency Plan for Lanchester. Meetings with local businesses had taken place in August.

Work continues on populating the telephone contacts tree, following which the plan will be tested and launched.

**Recommended –** that the information be received

**214/15 Planning Application**

Members considered the following planning application:

Removal of condition 4 of planning permission 1/2011/0035 to permit the use of the residential annex as a dwelling (use Class C3) at Woodlea Manor, Lanchester DM/15/02672/VOC

When permission was given in 2011 for the residential annex the Parish Council wrote to Durham County Council and stated:

*‘If approval was to be given to the development that a condition on the approval be made to state that it can only be used as an annex to the main dwelling and not as a separate residential dwelling’*

Members ask that this condition remain.

**Recommended** – that the parish Council object to the removal of condition 4.

**215/15      Date of next meeting**

**Recommended** - that the next Finance, Development & General Purposes Committee meeting be held on Wednesday 25 November at 7.15pm at Lynwood House

**Business concluded at 8.15pm**