

Lanchester Parish Council

Minutes of the Ordinary Meeting held at Lynwood House on Tuesday
10 November 2015 at 7.15pm

Present Mr O Johnson (Chair)

Mr K Harrison, Mr B Gray, Mr S Walker,
Mr M Wardle, Mr P Jackson, Mr A Nairn, Mr K Leary

Mr R Young - County Councillor – observer

Apologies Apologies for absence were received as follows:

Mr C Burton - sick

Mrs A Cook - away

Mrs M Gray - family commitments

The above apologies were received and accepted

234/15 **Declarations of Interest**

Paul Jackson declared an interest in 10 (i)

235/15 **Public Participation**

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

236/15 **Minutes of the last meeting**

Resolved that:

- (i) the minutes of the Ordinary Meeting held on 13 October 2015 be confirmed as a correct record and signed by the Chairperson and any recommendations contained therein be approved and accepted

237/15 **Neighbourhood Warden Report**

Resolved - that the Neighbourhood Warden report for September be received

238/15 Correspondence

- (i) Letter – Swinburne, Snowball & Jackson**
Members were informed of a letter received advising of the forthcoming retirement of the solicitor dealing with the Parish Council business. Future legal advice would be provided by another solicitor in the same company.
Resolved - that a letter of thanks and best wishes is sent
- (ii) Durham County Council – National Tree Week Campaign**
Members considered the information received
Resolved - that an application for a tree grant is made to plant trees at Kitswell Park bike track
- (iii) Clerk & Councils Direct – November Issue**
Resolved - that the publication be received
- (iv) Farming Matters – Issue 2**
Resolved - that the publication be received
- (v) Campaign to Protect Rural England – Autumn Newsletter**
Resolved - that the publication be received
- (vi) Durham County Council – MOT tests and winter vehicle checks**
Resolved - that the information is displayed in the notice board

239/15 Area Action Partnership (AAP) / Parish Councils Committee (PCC) (min 223/15)

Resolved - that the minutes of the PCC meeting are received

Members discussed the information received on attendances at the summer activities and raised concerns about the sports sessions and the drastic drop off in attendance.

Resolved that:

- (i)** Information is sought on the content of the sports sessions
- (ii)** A contribution towards future similar schemes is considered once the information has been received and considered

240/15 Neighbourhood Plan (min 224/15)

Resolved - that the minutes of the recent meeting are approved

Mike Wardle gave an update on progress.

The conservation area appraisal led by the County Council has progressed. Four practical site surveys have taken place supported by volunteers. A further session to consider all the information gathered will take place on 12 November, following which the County Council will write the document. The community will be consulted on the draft document in the New Year.

The North of England Civic Trust will support the working group to produce a Heritage Audit of the Parish. Work will commence shortly with the bulk of the work being undertaken early in 2016.

The second topic based questionnaire is almost finalised. It is intended to distribute the questionnaire at the end of January. It is intended to use Survey Monkey to allow on-line completion and analysis of the questionnaire.

Resolved - that £2000.00 is approved for the production, distribution and analysis of the questionnaire

241/15 Parish Council Office – lease agreement

Members considered the draft tenancy agreement received from Derwentside Homes. Members discussed whether a tenancy agreement or longer lease agreement would be most appropriate.

Resolved that:

- (i)** A 10 year lease is pursued with a break clause
- (ii)** Contact is made with our solicitors regarding the lease
- (iii)** The proposed rent amount is discussed further with Derwentside Homes
- (iv)** Information on what the service charge represents is sought

242/15 Trees – Kitswell Park

Members considered the following:

(i) A request for pruning of a tree at a residents expense

Resolved - that permission is given for Olivers Tree Services to undertake the work at the residents expense

(ii) Information received from Lanchester Cricket Club regarding tree planting

Members considered information received from the cricket club which outlined a grant application to secure funds to plant trees near the cricket field. In addition the club gave details of proposed installation of seats.

Resolved that:

- (i)** permission is given to plant trees around the edge of the field
- (ii)** trees and seats must not be located between the football and cricket field
- (iii)** trees or seats must not create a problem for the grass cutter

243/15 Cash Point Machine – Front Street

This item was deferred to a future meeting

244/15 Concerns from Residents

Members considered the following:

(i) Traffic concerns in the Hollinside area.

Members considered correspondence and a petition received from residents around Hollinside concerned about the speed of traffic.

Resolved - that these concerns are passed to the Police and Durham County Highways along with a letter of support from the Parish Council

(ii) Parking in front of the War Memorial

Members discussed the regular parking in front of the war memorial. A member of the public attended the meeting and spoke about the problem. Members discussed options to prevent unsuitable parking. The County Councillors were supportive of attempts to address this problem.

Resolved - that a letter is sent to the County Council asking that they install bollards in this area

(iii) Pedestrian Crossing on Durham Road by the Village Green which becomes waterlogged during heavy rain

Resolved - that this problem is reported to the County Council

(iv) Condition of the previously planted area in front of the cemetery on Kitswell Road

Members discussed the previously planted area in front of the cemetery which is now overgrown with weeds

Resolved - that a letter is sent to the County Council requesting that they tidy up this area

245/15 Newsletter

Members considered the quarterly newsletter

Recommended - that the newsletter be approved for distribution

246/15 Financial Information

The Lead Officer presented report G

Resolved - that the report be received

247/15 Accounts for Payment

Resolved - that the following accounts be approved for payment:

Planning Advice Plus	Neighbourhood Plan	£2598.10
Information Commissioner	Data Protection Registration	£35.00
S Laverick	Expenses	£463.07
S Laverick	Salary (October)	£1285.54
D Maddox	Salary (October)	£418.73
Durham County Council	Pension (October)	£391.45

248/15 Chairperson's Announcements

There were no announcements

249/15 Questions from Members – Information only

Mike Wardle informed Members of a meeting he had recently attended regarding the proposed North East Combined Authority

Resolved that:

- (i) This item is placed on the agenda of the next meeting
- (ii) A letter is sent to Simon Henig asking if he would be able to attend a meeting in the New Year to which the public would be invited

250/15 Date of next meeting

Resolved - that the next Ordinary meeting of the Council be held on Tuesday 8 December 2015 at 7.15pm at Lynwood House

Meeting ended at 8.30 pm