



Sally Laverick
Lead Officer / Clerk to the Council

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6 January 2016

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 12 January 2016 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 8 December 2015 (attached A)
5. **North East Combined Authority (min 278/15)**

Mr Simon Henig, Leader of Durham County Council will attend the meeting to provide Members with information on the North East Combined Authority

- 6. Neighbourhood Warden Report and Police Information**
To receive the Neighbourhood Warden report for November (attached B)
To receive information from PCSO Lisa Jackson regarding attendance at future Parish Council meetings

- 7. Correspondence**
 - I. Letter – resident – seats in the bus shelter
To consider the request from a resident
 - II. Letter – resident – footbridge near Brook View
To consider the letter
 - III. Buckingham Palace Garden Party – 24 May 2016
To consider nominations
 - IV. Letter of thanks – Lanchester Partnership
To receive the letter
 - V. Letter of thanks – Royal British Legion
To receive the letter
 - VI. North East Region Parish and Town Council Event
To consider attendance at the event
 - VII. Audit Procurement
To consider the arrangements and options for audit procurement
 - VIII. Letter – Durham County Council Archaeology Section (min 261/15)
To consider the information

- 8. Area Action Partnership (AAP) / Parish Councils Committee (PCC) (min 271/15)**
To receive the minutes of the PCC meeting (attached C)

- 9. Neighbourhood Plan (min 272/15)**
To receive an update

- 10. Parking in Front of the War Memorial (min 244/15)**
To consider the response received from Durham County Council

- 11. Lanchester Community Emergency Plan**
To consider the draft document (attached D)
To discuss the Parish Councils role in the Community Emergency Plan

- 12. Flooding**
To discuss the recent flooding events and the proposed flood alleviation works for the village.

- 13. Maintenance Report**
To consider the report (attached E)

- 14. Website**
To consider the future server provision for the website
- 15. Precept 2016/17 (min 257/15)**
To consider the report of the Lead Officer (Attached F)
- 16. Financial Information**
To consider the report of the Lead Officer (attached G)
- 17. Accounts for Payment**
Approval/confirmation of payment is requested for payment of accounts as set out below:
- | | | |
|---------------------------|----------------------|----------|
| S Laverick | Salary (December) | £1285.34 |
| D Maddox | Salary (December) | £418.73 |
| Durham County Council | Pension (December) | £391.45 |
| HMRC | Tax & NI (Oct – Dec) | £953.16 |
| CCL Office | Stationery | £8.82 |
| CCL Office | Stationery | £74.45 |
| Clive Crumpton | Expenses – website | £50.00 |
| Lanchester Brass Band | Donation | £90.00 |
| Lanchester Choral Society | Donation | £90.00 |
| North England Civic Trust | Heritage Audit | £720.00 |
| S Laverick | Expenses | £307.10 |
- 18. Chairperson’s Announcements**
- 19. 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.
- 20. Date of next meeting**
To set the date and time for the next meeting