

Lanchester Parish Council

Minutes of the Ordinary Meeting held at Lynwood House on Tuesday
12 April 2016 at 7.15pm

Present Mr O Johnson (Chair)

Mr M Wardle, Mr K Leary, Mr B Gray,
Mr P Jackson, Mr S Walker, Mr B Glass

Mr R Young - County Councillor – observer

Apologies Apologies for absence were received as follows:

Mrs M Gray - family commitments

Mr A Nairn - work commitments

Mrs A Cook - ill

Mr K Harrison - work commitments

Mr Phillip Richardson - work commitments

Mrs J Richardson - work commitments

Mr Peter Richardson - ill

The above apologies were received and accepted

69/16 Declarations of Interest

Councillor Glass declared an interest in item 9

70/16 Public Participation

There were no public present

71/16 Minutes of the last meeting

Resolved that:

- (i) the minutes of the Ordinary Meeting held on 8 March 2016 be confirmed as a correct record and signed by the Chairperson and any recommendations contained therein be approved and accepted

72/16 Police Report

PCSO Lisa Jackson attended the meeting and presented the police report.

Resolved - that the report be received

Lisa informed Members about the changes to the PACT meetings. She will now attend the monthly Burnhope Parish Council meeting and will attend Lanchester Parish Council meetings when shifts allow.

73/16 Correspondence

- (i) **The Clerk Magazine – March 2016**
Resolved - that the magazine be received

- (ii) **Lighting on bridge near Brook View and tree stumps on path from the valley walk to Lee Hill Court**
Members were informed of the response from the County Council. With regard to the lighting on the bridge a response is still awaited
Resolved - that a response is pursued
The county Council have inspected the tree stumps and consider there to be no problem
Resolved - that the information be received

- (iii) **Letter of thanks – The Monday Club**
Resolved - that the letter be received

- (iv) **Society of Local Council Clerks – Regional Roadshow**
Resolved - that the Clerk attends the event

- (v) **Letter – Durham Constabulary**
Members considered the information received on the 'outstanding' grade awarded to Durham Constabulary on its recent inspection.
Resolved - that the letter be received

- (vi) **Letter of thanks – Great North Air Ambulance**
Resolved - that the letter be received

74/16 Area Action Partnership (AAP) / Parish Councils Committee (PCC) (min 56/16)

The AAP are considering their work programme and priorities for 2017/18 and have asked that all councillors complete a form and also pass several forms around colleagues and friends.
Resolved - that the priorities form is e-mailed to all councillors and that the completed forms are returned to the Clerk.

75/16 Neighbourhood Plan (min 57/16)

Resolved - that the minutes of the meeting be approved

Mike Wardle gave an update on progress.

Work continues on the Heritage Audit. Due to the volume of work generated by the audit it has been necessary to increase the input from the North of England Civic Trust

Resolved - that the North of England Civic Trust undertakes a further three days work at a cost of £1200.00

The Conservation Area Appraisal is to be approved by the County Council in the near future.

The second topic based questionnaire was administered during February. 307 returned questionnaires have been received and inputted onto Survey Monkey. A basic analysis has been circulated.

A meeting has taken place with Shaun Hanson the planning consultant who supported the work on the second topic based questionnaire. Shaun is to provide information on further support he is able to offer to progress the Neighbourhood Plan. There is the opportunity to apply for a grant from 'Locality' to fund the work, however the Parish Council may also need to make a financial contribution.

Resolved - that in principle the Parish Council will contribute to the cost of engaging a consultant

76/16 Cricket Club

Members received details from the cricket club on their 2016 Beer Festival which is scheduled to take place at the end of May.

Resolved - that the information be received

The cricket club asked for permission to display temporary advertising banners around the perimeter fence

Resolved - that permission be granted and the cricket club ensure that they comply with any planning regulations

77/16 War memorial

Members were informed that the county councillors were considering a project to include a list of names on the war memorial.

Resolved - that the Parish Council supports the project

78/16 Maintenance Progress Report

Members considered report F

Resolved that:

- (i) the report be received
- (ii) thanks be given to David Maddox for the work undertaken

79/16 Financial Regulations

Members considered and reviewed the policy.

Resolved - that the policy be approved

80/16 Public Filming, Recording or Reporting at Council or Committee Meetings Policy

Members considered the policy.
Resolved - that the policy be adopted

81/16 Standing Orders

Members considered and reviewed the Standing Orders.
Resolved - that the Standing Orders be approved

82/16 Health & Safety Policy

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

83/16 Safeguarding Children and Vulnerable Adults Policy

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

84/16 Equal Opportunities Policy

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

85/16 Public Participation Policy

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

86/16 Training – Statement of Intent

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

87/16 Publication Scheme

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

88/16 Complaints Procedure

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

89/16 Grants Policy

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

90/16 Community Engagement – Statement of Intent

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

91/16 Local Government Pension Scheme Regulations – Employer Discretions

Members considered and reviewed the document.
Resolved - that the document be approved

Councillor B Gray arrived at the meeting.

92/16 Financial Information

The Lead Officer presented report T
Resolved - that the report be received

93/16 Accounts for Payment

Resolved - that the following accounts be approved for payment:

S Laverick	Salary (March)	£1285.34
D Maddox	Salary (March)	£418.73
Durham County Council	Pension (March)	£391.45
HMRC	Tax & NI (Jan – March)	£953.16
MK Print Solutions	Print – Questionnaire	£1218.00
AD Purves Landscaping	Fence & Gate repairs	£1156.80
AD Purves Landscaping	Tree Planting	£180.00
CCL Office Ltd	Stationery	£47.38
Lanchester EP School	Donation	£75.00
Lanchester RC School	Donation	£75.00
Great North Air Ambulance	Donation	£100.00
Lan. All Saints Monday Club	Donation	£200.00
Lan. Parochial Church Council	Donation	£200.00
Lanchester Agricultural Society	Donation	£200.00
Lanchester Brass Band	Donation	£50.00
BT	Phone	£83.34
BT	Broadband	£69.60

94/16 Chairperson's Announcements

Members were reminded of the Planning Meeting on Thursday 14 April

95/16 Questions from Members – Information only

There were no questions from Members.

96/16 Date of next meeting

Resolved - that the next Ordinary meeting of the Council be held on Tuesday 10 May 2016 following the Village Conference and AGM at 7.15pm at Lynwood House

Meeting ended at 8.15 pm