

Lanchester Parish Council



Sally Laverick
Lead Officer / Clerk to the Council

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5 October 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 11 October 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 13 September 2016 (attached A)
5. **Committees**

To approve the minutes of the following committees:

 - I. Finance, Development and General Purposes Committee Meeting on 28 September 2016 (attached B)
6. **Police Report**

PCSO Lisa Jackson will attend the meeting to present the Police report

7. **Area Action Partnership (AAP) / Parish Councils Committee (PCC)
(min 202/16)**
To receive an update
8. **Neighbourhood Plan (min 203/16)**
To receive an update
9. **Parking Scheme – St Bedes Catholic School and Sixth Form College
(min 200/16)**
To receive an update
10. **Annual Play Inspections – Hollinside, Hurbuck, Park House and
Manor Grange**
To receive the inspection reports
11. **Christmas Light Switch On Event (min 222/16)**
To consider a risk assessment for the event (attached C)
To agree the costs for Durham County Council to undertake snagging of
the lights, dressing and undressing of the Christmas Tree
12. **Maintenance Progress Report**
To consider the report of the Lead Officer (attached D)
13. **Financial Information**
To consider the report of the Lead Officer (attached E)
14. **Accounts for Payment**
Approval/confirmation of payment is requested for payment of accounts
as set out below:

BDO	External Audit	£360.00
CCL Office Ltd	Stationery	£94.95
BT	Broadband	£69.60
BT	Phone	£84.95
S Laverick	Salary (September)	£1286.72
D Maddox	Salary (September)	£448.63
Durham County Council	Pension (September)	£395.37
HMRC	Tax & NI (July – Sept)	£1110.46
15. **Chairperson’s Announcements**
16. **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.
17. **Date of next meeting**
To set the date and time for the next meeting