

Lanchester Parish Council

Minutes of the Ordinary Meeting held at Lynwood House on Tuesday 4 April 2017 at 7.20pm

Present Mr O Johnson (Chair)

Mr K Harrison, Mr K Leary, Mr M Wardle, Mr B Gray,
Mrs A Cook, Mr S Walker

Mr R Young (County Councillor - Observer)

Apologies Apologies for absence were received as follows:

Mrs M Gray	- other commitments
Mr P Jackson	- other commitments
Mrs J Richardson	- work commitments
Mr Philip Richardson	- work Commitments

The above apologies were received and accepted

70/17 Declarations of Interest

There were no declarations of interest

71/17 Public Participation

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

72/17 Minutes of the last meeting

Resolved that:

- (i)** the minutes of the Ordinary Meeting held on 14 March 2017 be confirmed as a correct record and signed by the Chairperson and any recommendations contained therein be approved and accepted

73/17 Police Report

The Police report provided by PCSO Lisa Jackson was considered. The ongoing works at the EP Primary School are causing traffic and parking congestion. Several incidents of door to door sellers claiming to be selling for either the Probation Service or Work Creations have been reported. These individuals were located and transported out of the area.

Resolved - that the report be received

74/17

Correspondence

(i) County Durham and Cleveland County Training Partnership - training

Members considered the information received on Councillor and Chairmanship training sessions

Resolved - that this training is considered when more details are received following the forthcoming elections

(ii) Durham County Council – Public Space Protection Order arrangements

Members considered the information received regarding the Public Space Protection Order which would make it an offence to allow dogs in designated fenced off play areas. Members discussed the play areas in Lanchester and whether they should be included in the Protection Order

Resolved - that it is requested that the fenced off play areas at Park House, Kitswell Park, Hollinside and Hurbeck are included in the Public Space Protection Order

(iii) The Clerk Magazine – March 2017

Resolved - that the magazine be received

75/17

Area Action Partnership (AAP) / Parish Councils Committee (PCC) (min 58/17)

Members received information on the final report for the Village Action Plans 2013 / 2016 and the proposals for the Village Action Plan for 2017 / 2020. There will be public consultation to gather information from the community for the 2017 / 2020 plan.

The next PCC meeting will take place in July.

Resolved - that the information be received

76/17

Neighbourhood Plan (min 59/17)

Mike Wardle provided members with an update.

The Heritage Audit event took place on Saturday 18 March at 2pm at Lynwood House. Richard Cowen, Chair of CPRE North and John Gall, local resident both spoke at the well-attended event. It is now intended to distribute the Heritage Audit reports in the community.

A meeting of the working group had taken place on 3 April. Topic Papers on 'Green Spaces and the Environment', 'Business & Employment', 'Transport & Travel' and 'Historic Environment' were presented and discussed.

As the County Plan Preferred Options Paper is still not likely to be published in the near future it was agreed that the Lanchester Neighbourhood Plan should proceed accordingly. A target of producing a draft document by the end of the year was considered.

Councillor Wardle was thanked for his ongoing work as Chair of the working group.

Resolved that:

- (i) the information be received
- (ii) the Neighbourhood Plan be progressed

77/17 Financial Regulations

Members considered and reviewed the policy.

Resolved - that the policy be approved

78/17 Public Filming, Recording or Reporting at Council or Committee Meetings Policy

Members considered the policy.

Resolved - that the policy be approved

79/17 Standing Orders

Members considered and reviewed the Standing Orders.

Resolved - that the Standing Orders be approved

80/17 Health & Safety Policy

Members considered and reviewed the policy.

Resolved - that the policy be approved

81/17 Safeguarding Children and Vulnerable Adults Policy

Members considered and reviewed the policy.

Resolved - that the policy be approved

82/17 Equal Opportunities Policy

Members considered and reviewed the policy.

Resolved - that the policy be approved

- 83/17 Public Participation Policy**
- Members considered and reviewed the policy.
Resolved - that the policy be approved
- 84/17 Training – Statement of Intent**
- Members considered and reviewed the policy.
Resolved - that the policy be approved
- 85/17 Publication Scheme**
- Members considered and reviewed the policy.
Resolved - that the document be approved
- 86/17 Complaints Procedure**
- Members considered and reviewed the policy.
Resolved - that the policy be approved
- 87/17 Grants Policy**
- Members considered and reviewed the policy.
Resolved - that the policy be approved
- 88/17 Community Engagement – Statement of Intent**
- Members considered and reviewed the policy.
Resolved - that the policy be approved
- 89/17 Local Government Pension Scheme Regulations – Employer Discretions**
- Members considered and reviewed the document.
Resolved - that the document be approved
- 90/17 Financial Information**
- The Lead Officer presented report O
Resolved - that the report be received
- Members discussed the printing of the Heritage Audit documents
Resolved - that a letter of thanks is sent to Michael Knowles for his work on the document

91/17 Accounts for Payment

Resolved - that the following accounts be approved for payment:

S Laverick	Salary (March)	£1286.72
D Maddox	Salary (March)	£448.83
Durham County Council	Pension (March)	£395.37
HMRC	Tax & NI (Jan – March)	£1110.26
CDALC	Training	£27.00
Hanley & Swinbank	Refreshments	£110.00
Durham County Council	Footpath Repairs	£492.16
Durham County Council	Christmas Lights	£1304.41
Durham County Council	Summer Holiday Activities	£250.00
BT	Phone	£71.86
BT	Broadband	£84.00
Planning Advice Plus	Neighbourhood Plan	£1050.40
S Laverick	Expenses	£108.47
MK Print Solutions	Printing	£3336.00
EP Primary School	Newsletter distribution	£100.00
RC Primary School	Newsletter distribution	£100.00
Citizens Advice County Durham	Donation	£100.00
Great North Air Ambulance	Donation	£200.00
All Saints Parish Centre	Donation	£200.00
Lanchester Parochial Church Co.	Donation	£200.00
CDALC	Training	£27.00
CCL Office Ltd	Stationery	£241.09

92/17 Chairperson's Announcements

The Chair expressed concern of the number of unauthorised banners which have appeared on the fence around the Christmas Tree.

The Chair informed Members that the bollards had now been erected in front of the war memorial to prevent inappropriate parking.

The Chair informed members that maintenance work was required to the footpath along the Village Green

Resolved - that this maintenance work is undertaken

93/17 Questions from Members – Information only

There were no questions from members

94/17 Date of next meeting

Resolved - that the Annual Meeting followed by the Ordinary Meeting of the Council will take place on Tuesday 16 May at 7.15pm at Lynwood House

Meeting ended at 8.00pm