

Lanchester Parish Council

Minutes of the Ordinary Meeting held at Lynwood House on Tuesday 16 May 2017 at 7.55pm

Present Cllr. O Johnson (Chair)

Cllr. A Cook, Cllr. P Jackson, Cllr. J Considine,
Cllr. K Harrison, Cllr. B Gray, Cllr. S Walker, Cllr. D Friesner,
Cllr. K Leary, Cllr. A Gray, Cllr. D Smith, Cllr. M Walker

Apologies Apologies for absence were received as follows:

Cllr. M Gray - other commitments
Cllr. I Tute - family commitments
Cllr. T Jones - work commitments

The above apologies were received and accepted

106/17 Declarations of Interest

Councillor Paul Jackson declared an interest in item 7 (ix)

107/17 Public Participation

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

108/17 Minutes of the last meeting

Resolved that:

- (i) the minutes of the Ordinary Meeting held on 4 April 2017 be confirmed as a correct record and signed by the Chairperson and any recommendations contained therein be approved and accepted

109/17 Committees

Resolved that:

- (i) the minutes of the Planning Committee Meeting held on 4 April 2017 be confirmed as a correct record and signed by the Chairperson and any recommendations contained therein be approved and accepted

Clarification was sought on the action taken following the refusal of a retrospective planning application

Resolved - that information is sought from Durham County Council on the current position

110/17 Police Report

The Police report provided by PCSO Lisa Jackson was read out.

Local youths are frequenting again under the bridge to the rear of the Kings Head Pub. Patrols have been increased by local officers and Neighbourhood Wardens. Evidence has been found to support suspicions that drug activity is attracting individuals to the area. Work is currently underway to revise the fenced area to prevent access.

There was no increase in anti-social behaviour over the Easter holidays.

On 22 April a Police pursuit took place. The vehicle was stopped within Lanchester and the occupants were arrested.

Resolved - that the report be received

Members discussed the building works at the EP Primary School which is causing ongoing problems with traffic congestion and inappropriate parking.

Resolved that:

- (i) the Police are asked for an update on the situation
- (ii) PCSO Lisa Jackson is invited to the next meeting to update Members

111/17 Correspondence

(i) Letter – resident – repair of street signs

Members considered the information received and confirmed that the maintenance of street signs is a County Council responsibility.

Resolved that:

- (i) The matter is passed to the County Council for their consideration
- (ii) The resident is informed accordingly

(ii) Letter – Parish Church – use of Park House Play Area

Members considered the request from the Parish Church to use Park House Play Area for a family picnic in July.

Resolved - that permission is given to use the park

(iii) National Association of Local Councils (NALC) and County Durham Association of Local Councils (CDALC) – annual subscription

Members considered renewal of the annual membership

Resolved - that membership is renewed at a cost of £556.77

(iv) Society of Local Council Clerks (SLCC) – annual membership fee

Members considered the renewal of the annual membership

Resolved - that the Parish Council pay for the annual membership at a cost of £157.00

- (v) **County Durham and Cleveland County Training Partnership – training - Councillors and Chairmanship**
Members received information on upcoming training opportunities for Councillors and on Chairmanship.
Resolved - that this is considered further once dates have been confirmed
- (vi) **Society of Local Council Clerks – Regional Training Seminar**
Members considered attendance at the seminar
Resolved - that the Clerk attends the seminar at a cost of £69.00
- (vii) **Letter of thanks – for the Heritage Audit Report**
Resolved - that the letter be received
- (viii) **Letter of thanks – Donation – Citizens Advice County Durham**
Resolved - that the letter be received
- (ix) **Letter of thanks – Donation – All Saints Catholic Primary School**
Resolved - that the letter be received
- (x) **Letter of thanks – Donation – All Saints Parish Centre**
Resolved - that the letter be received
- (xi) **Letter of thanks – Donation – Great North Air Ambulance**
Resolved - that the letter be received
- (xii) **Letter of thanks – Donation – Lanchester and Burnhope Parochial Church Council**
Resolved - that the letter be received
- (xiii) **Clerk & Councils Direct – May edition**
Resolved - that the magazine be received
- (xiv) **The Clerk Magazine – May edition**
Resolved - that the magazine be received
- (xv) **War Memorials Trust – May Bulletin**
Resolved - that the magazine be received

112/17 Councillor Induction Sessions

Members considered arrangements for an Induction Session for new and continuing Councillors. It was agreed that an informal question and answer session would be useful, to take place at 6.30pm.

Resolved - that an induction session is organised

**113/17 Area Action Partnership (AAP) / Parish Councils Committee (PCC)
(min 75/17)**

Members were informed of the arranged sports and environmental activities for children which would take place on a Monday morning and Thursday morning in the first five weeks of the summer holidays. These activities are arranged through the AAP and this is the second year of a two year programme.

Resolved - that a contribution of £250.00 towards the activities for 2017 be agreed

The AAP is organising forum events across the area during June and July to gather information from communities to formulate Village Action Plans. A session has been arranged in Lanchester to take place at Lynwood House on Tuesday 11 July between 4.30pm – 6.30pm.

Resolved that:

- (i) The AAP is asked to consider putting an article in the Village Voice to promote the forum
- (ii) The AAP is sent the community information which was gathered through the Neighbourhood Plan questionnaire

Members were provided with an update on the joint purchase of CCTV fly tipping cameras. The cameras have been deployed at eleven sites across the AAP area, four within Lanchester. Three separate incidents are currently being investigated.

Resolved that:

- (i) the information be received
- (ii) members report any known fly tipping hot spots to the Clerk

114/17 Neighbourhood Plan (min 76/17)

Resolved - that the minutes of the meeting be approved

Members were informed that work continues on progressing the Neighbourhood Plan. The Heritage Audit documents are now distributed in the community and work continues to develop policies for the plan

Resolved - that the information be received

115/17 Hanging Baskets

Members considered the price received for the provision of hanging baskets and watering. Members were informed that confirmation had been received from the County Council that arrangements were in place regarding hanging the baskets on the lighting columns.

Resolved - that the hanging baskets are provided at a cost of £279.00 plus the cost of watering

116/17 Maintenance Report

Members considered report D
Resolved - that the report be received

117/17 Insurance Premium 2017 / 18

Members discussed the insurance document and premium.
Resolved - that the insurance premium of £743.50 from AON be accepted, the level of cover provided having been accepted as sufficient.

118/17 Internal Audit Report 2016 / 17

Members considered the Internal Audit report.
Resolved - that the report be received

**119/17 Financial Year 2016 / 17
End of Year Accounts**

The Lead Officer presented the report

Resolved that:

- (i) the Council approve the Annual Return – Annual Governance Statement
- (ii) the Council approve the Annual Return – Accounting Statement
- (iii) the Council accept the financial position for the end of year

120/17 Financial Information

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

Members discussed the risks to the computer from the internet
Resolved - that CDALC are asked for any current guidance

121/17 Accounts for Payment

Resolved - that the following accounts be approved for payment:

Npower	Electricity	£82.57
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Olivers Tree Services	Tree work	£1086.00
Olivers Tree Services	Tree work	£126.00
J L Mason	Mole control	£120.00
Durham County Council	Trade Waste - Annual Fee	£261.00
M Young	Internal Audit	£135.00
S Laverick	Salary (April)	£1306.17
D Maddox	Salary (April)	£382.14
Durham County Council	Pensions (April)	£405.84

Fenland Leisure Products Ltd	Play equipment	£73.77
Planning Advice Plus	Neighbourhood Plan	£525.20
S Laverick	Expenses	£34.93
Aon	Annual Insurance	£743.50

122/17 Chairperson's Announcements

The Chair informed Members that any items for future agendas should be forwarded to the Clerk.

A Member raised the issue of the Teaching Assistants and asked if a member of Durham County Council could attend a future meeting to provide an update. This was not considered to be an appropriate agenda item.

123/17 Questions from Members – Information only

There were no questions from members

124/17 Date of next meeting

Resolved - that the next Ordinary Meeting of the Council will take place on Tuesday 13 June at 7.15pm at Lynwood House

Meeting ended at 9.30pm