

Lanchester Parish Council



Sally Laverick
Lead Officer / Clerk to the Council

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6 September 2017

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 September 2017 at 7.15pm.

Press and public are welcome to attend.

Lead Officer / Clerk to the Council

A G E N D A

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 11 July 2017 (attached A)
5. **Committees**

To approve the minutes of the following committees:

 - I. Planning Committee Meeting on 18 July 2017 (attached B)
 - II. Finance, Development & General Purposes Committee Meeting on 26 July 2017 (attached C)
6. **Police Report**

To consider the Police report (to be presented at the meeting)

7. Correspondence

- I. Letter of thanks – Lanchester Allotment Association
To receive the correspondence
- II. Letter – Barclays Bank – confirmation of signing arrangements
To receive the information
- III. Letter of thanks – Lanchester Parish Church
To receive the correspondence
- IV. Letter from resident – mirror at road crossing on Cadger Bank
To consider the information received
- V. Letter – Aon Insurance
To consider the information received
- VI. Lanchester Cricket Club Football Team
To consider the request to use the football field for the 2017 / 18 season
- VII. County Durham and Cleveland County Training Partnership – training
To consider the training courses available
- VIII. Isolation and Loneliness – Welcome Guide
To consider the information received
- IX. Durham County Council – Medium Term Financial Planning and 2018/19
Budget Setting
To consider the information received
- X. County Durham Association of Local Councils – AGM
To consider attendance at the AGM
- XI. Campaign to Protect Rural England – North East Newsletter – Summer 2017
To receive the newsletter
- XII. The Clerk Magazine – July 2017
To receive the magazine
- XIII. Clerk & Councils Direct – July Newsletter
To receive the newsletter
- XIV. Clerk & Councils Direct – September Newsletter
To receive the newsletter

8. Area Action Partnership (AAP) / Parish Councils Committee (PCC) (min 155/17)

- To receive the minutes of the PCC Meeting (attached D)
- To consider the Lanchester Action Plan developed following the recent village forum event (attached E)

9. Neighbourhood Plan (min 184/17)

- To approve the notes of the meeting (attached F)
- To receive an update
- To consider the budget requirements for the remaining stages of the plan (attached G)

10. Kitswell Park – Annual Play Inspection

- To consider and receive the inspection report

11. Recent Councillor training sessions

- To receive feedback on the recent Councillor and Chairmanship training sessions attended by Councillors

- 12. Outdoor Adult Fitness Equipment**
To discuss the provision of equipment
- 13. Library Building (min 186/17)**
To consider recent correspondence from Durham County Council
- 14. Northumbria Water Ltd – response to recent planning applications**
To consider the response of NWL to recent planning applications
- 15. Annual Return 2016/17**
To approve and accept the annual return as required by the external auditor (attached H)
- 16. Financial Information**
To consider the report of the Lead Officer (attached I)
- 17. Accounts for Payment**
Approval/confirmation of payment is requested for payment of accounts as set out below:

S Laverick	Salary (July)	£1305.97
D Maddox	Salary (July)	£382.14
Durham County Council	Pension (July)	£405.84
CCL Office Ltd	Stationery	£126.83
S Laverick	Expenses	£306.89
Fenland Leisure Products Ltd	Play parts	£82.77
S Laverick	Salary (August)	£1306.17
D Maddox	Salary (August)	£382.14
Durham County Council	Pension (August)	£405.84
CCL office Ltd	Stationery	£181.27
Durham County Council	Summer holiday activities	£250.00
County Durham Assoc. L C	Training	£108.00
Tyne & Wear Play Ltd	Annual Play Inspection	£250.00
BDO LLP	External Audit	£360.00
S Laverick	Expenses	£84.44

- 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