

Lanchester Parish Council

Minutes of the Ordinary Meeting held at Lynwood House on Tuesday 12 September 2017 at 7.15pm

Present Cllr. O Johnson (Chair)

Cllr. P Jackson, Cllr. J Considine, Cllr. K Harrison,
Cllr. S Walker, Cllr. D Friesner, Cllr. M Gray, Cllr. I Tute,
Cllr. T Jones, Cllr. K Leary, Cllr. A Gray

Apologies Apologies for absence were received as follows:

Cllr. A Cook - ill
Cllr. B Gray - other commitments
Cllr. D Smith - work commitments
Cllr. M Walker - work commitments
The above apologies were received and accepted

189/17 Declarations of Interest

There were no declarations of interest

190/17 Public Participation

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

191/17 Minutes of the last meeting

Resolved that:

- (i) the minutes of the Ordinary Meeting held on 11 July 2017 be confirmed as a correct record and signed by the Chairperson and any recommendations contained therein be approved and accepted

192/17 Committees

Resolved that:

- (i) the minutes of the Planning Committee Meeting held on 18 July 2017 be confirmed as a correct record and signed by the Chairperson and any recommendations contained therein be approved and accepted

- (ii) the minutes of the Finance, Development & General Purposes Committee Meeting held on 26 July 2017 be confirmed as a correct record and signed by the Chairperson and any recommendations contained therein be approved and accepted

193/17 Police Report

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

The Community Speedwatch equipment has been deployed at Ford Road, Durham Road and Maiden Law and the laser gun has been deployed at Peth Bank and Newbiggen Lane to address speeding vehicles. Attention is to continue with enforcement action being taken where necessary.

Incidents of bogus officials have been recorded at St Bedes Court and Foxhills Crescent.

Information has been received of youths congregating at The Green School and Kitswell Park to consume alcohol. Patrols are ongoing to stop and identify those involved and seize alcohol where necessary.

Resolved - that the report be received

194/17 Correspondence

- (i) **Letter of thanks – Lanchester Allotment Association**
Resolved - that the correspondence be received
- (ii) **Letter – Barclays Bank – confirmation of signing arrangements**
Resolved - that the correspondence be received
- (iii) **Letter of thanks – Lanchester Parish Church**
Resolved - that the correspondence be received
- (iv) **Letter from resident – mirror at road crossing on Cadger Bank**
Members considered the information received which reported the poor condition of the mirror
Resolved that:
 - (i) A letter is sent to Durham County Council asking that they look into the matter
 - (ii) The resident is informed of the action taken
- (v) **Letter – Aon Insurance**
Members were informed that Aon would no longer be providing insurance cover for Parish Councils. The current cover will remain in place until renewal date
Resolved - that the information be received

- (vi) **Lanchester Cricket Club Football Team**
 Members considered the request from Lanchester Cricket Club Football Team to use the football field for the 2017 / 18 season
Resolved that:
 (i) Permission is granted subject to the usual conditions
 (ii) Congratulations are passed to the club following their successful season last year
- (vii) **County Durham and Cleveland County Training Partnership – training courses**
 Consideration was given to a number of training courses available
Resolved that:
 (i) The Clerk attends the ‘Employing People’ and ‘Performance Management’ training
 (ii) Information on the Standards training session is circulated to Members for consideration
- (viii) **Isolation and Loneliness – Welcome Guide**
 Members were informed of the information received and of the meeting on the 3rd October to progress the project.
Resolved - that the information be received and information on the Parish Council be forwarded to the group
- (ix) **Durham County Council – Medium Term Financial Planning and 2018/19 Budget Setting**
 Members were informed that information had been received from the County Council giving details of projected tax base and Local Council Tax Reduction Scheme Grant for 2018/19.
Resolved - that the information be received
- (x) **County Durham Association of Local Councils – AGM**
 Members were informed that the AGM would take place on 21 October
Resolved - that the information be received
- (xi) **Campaign to Protect Rural England – North East Newsletter – Summer 2017**
Resolved - that the newsletter be received
- (xii) **The Clerk Magazine – July 2017**
Resolved - that the magazine be received
- (xiii) **Clerk & Councils Direct – July Newsletter**
Resolved - that the newsletter be received
- (xiv) **Clerk & Councils Direct – September Newsletter**
Resolved - that the newsletter be received

**195/17 Area Action Partnership (AAP) / Parish Councils Committee (PCC)
(min 155/17)**

Resolved - that the minutes of the PCC meeting be received

The next PCC meeting will take place on Saturday 16 September at 10am at the offices of Brandon & Byshottles Parish Council

Members discussed the Village Action Plan which had been developed from the recent Village Forum event.

Resolved - that the plan be received

196/17 Neighbourhood Plan (min 184/17)

Resolved - that the notes of the meeting be approved

Work has continued through the summer on policy development, mapping requirements and amendments to the Village Design Statement.

Members considered a budget to accommodate the remaining stages of the plan. It was agreed to reduce the amount in mapping and increase the amount in contingencies.

Resolved - that the budget is approved

197/17 Kitswell Park Play Area – Annual Inspection Report

Recommended - that the report be received and identified works be addressed

198/17 Recent Councillor training sessions

Councillors who had attended the recent Councillor and Chairmanship training sessions provided feedback on the training. Councillors reported that the training had proved useful with a good opportunity to meet other Councillors and Clerks.

Resolved - that the information be received

199/17 Outdoor Adult Fitness Equipment

Members discussed a possible project to install outdoor adult fitness equipment.

Resolved that:

- (i)** a working group be set up to consider cost, location, need and funding.
- (ii)** Information to be fed back to a future meeting.

200/17 Library Building (min 186/17)

Members were informed of recent correspondence from the County Council stating that they would be unable to attend a Parish Council meeting.

Resolved - that the information be received

201/17 Northumbria Water Ltd – response to recent planning applications

Members considered the response of NWL to recent planning applications.

Resolved - that a letter is sent to NWL asking for clarification on the capacity of the sewage system

202/17 Annual Return 2016 / 17

The Lead Officer went through the papers returned from external audit. External audit confirmed that no matters had come to their attention which gave cause for concern.

Resolved - that the Annual Return be approved and accepted

203/17 Financial Information

The Lead Officer presented report I

Resolved - that the report be received

204/17 Accounts for Payment

Resolved - that the following accounts be approved for payment:

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

205/17 Chairperson's Announcements

The Chair confirmed that Burnhope Parish Council and Lanchester Parish Council are considering a joint project to provide a beacon in 2018 as part of the 100 year commemoration of the ending of World War 1.

206/17 Questions from Members – Information only

Councillor P Jackson raised concern about crossing of the roads in the village which can be problematic for many members of the community
Resolved - that a letter is sent to the County Council asking them to consider options to address the matter

207/17 Date of next meeting

Resolved - that the next Ordinary Meeting of the Council will take place on Tuesday 10 October at 7.15pm at Lynwood House

Meeting ended at 8.40pm