

Lanchester Parish Council

Minutes of the Ordinary Meeting held at Lynwood House on Wednesday 29 November 2017 at 7.15pm

Present Cllr. O Johnson (Chair)

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

PCSO Lisa Cullen-Jackson

Apologies Apologies for absence were received as follows:

Cllr. M Gray - other commitments
Cllr. A Gray - family commitments

The above apologies were received and accepted

248/17 Declarations of Interest

There were no declarations of interest

249/17 Public Participation

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

250/17 Minutes of the last meeting

Resolved that:

- (i) the minutes of the Ordinary Meeting held on 10 October 2017 be confirmed as a correct record and signed by the Chairperson and any recommendations contained therein be approved and accepted

251/17 Committees

Resolved that:

- (i) the minutes of the Planning Committee Meeting held on 10 October 2017 be confirmed as a correct record and signed by the Chairperson and any recommendations contained therein be approved and accepted

252/17 Police Report

PCSO Lisa Cullen-Jackson attended the meeting and presented the Police Report.

Issues included a neighbour dispute in Bluebell Court and a theft on Front Street. A Farmwatch operation is to take place at the end of November. The removal of logs from the railway line was reported.

Resolved - that the report be received

253/17 Correspondence

(i) Smaller Authorities Audit Appointments Ltd – Notification of external auditor appointment

Members were informed that Mazars LLP had been appointed as external auditors for Town and Parish Councils in County Durham for a five year period commencing 2017 / 18. Members were asked to notify the Clerk if they or a close relation were employed by Mazars as this may create a potential conflict of interest.

Resolved that:

- (i)** The information be received
- (ii)** Members inform the Clerk if they or a close relation are employed by Mazars LLP

(ii) Clerk & Councils Direct – November issue

Resolved - that the publication be received

(iii) Campaign to Protect Rural England – Autumn newsletter

Resolved - that the newsletter be received

(iv) War Memorials Trust

Resolved - that the publication be received

(v) The Clerk Magazine – November issue

Resolved - that the magazine be received

254/17 Area Action Partnership (AAP) / Parish Councils Committee (PCC) (min 230/17)

Resolved - that the minutes of the September meeting of the PCC be received

Members considered the evaluation received from the AAP on the children's summer activities. Members considered future financial support of the programme.

Resolved - that this matter is placed on a future agenda for a full discussion

Members were informed that following information received at the last meeting, a project to recruit a Dementia Friendly Communities Officer to work with communities was progressing. A workshop is to take place on Friday 1 December at Hamsteels Community Centre. Councillor David Friesner is to attend. Other Councillors are welcome to attend.

255/17 Neighbourhood Plan (min 231/17)

Members were informed that a workshop to progress policy development had taken place on Thursday 23 November. Groups are continuing to draft policies. A further meeting is scheduled for 14 December to consider progress on policies. Work is also progressing on drafting the whole Neighbourhood Plan document.

Resolved - that the information be received

256/17 Revised Code of Conduct

Members considered adoption of the revised Code of Conduct which included the addition of 'disrepute'. This Code of Conduct has been agreed by the National and County Association.

Resolved - that the revised Code of Conduct be adopted by Lanchester Parish Council

257/17 General Data Protection Regulations

Councillors Bill and Margaret Gray attended the recent training session at County Hall. It is expected that more information and advice will be forthcoming from the National and County Associations to assist Parish Councils in complying with the regulations.

Resolved - that this matter is placed on a future agenda for a full discussion

258/17 War Memorial Working Group

Consultation has taken place with the community and the Churches on a list of names for inclusion on the War Memorial. A visit has taken place to view examples of memorial work.

A meeting of the working group is to be arranged to which a representative from the memorial company will attend to progress the design of the War Memorial.

Resolved - that the information be received

259/17 WW1 Beacons of Lights – 11 November 2018

A meeting took place in October with representatives from Burnhope Parish Council to progress a joint WW1 Beacons of Light event on 11 November 2018 to commemorate 100 years since the end of WW1.

A site visit has since taken place in November. The site visit included representatives from Lanchester and Burnhope Parish Councils as well as attendance by the Police. The proposed site is near to the picnic area on the border of Burnhope and Lanchester Parishes.

Further information will be reported to future Parish Council meetings.

Resolved - that the information be received

260/17 Planning

- (i) **Detailed planning application for the erection of 52 dwellings including associated access, infrastructure and open space on land to the south east of Ford Crescent, Lanchester DM/17/01930/FPA**

Members considered attendance at the Durham County Council Planning Committee

Resolved - that Councillor Friesner attend the meeting and speak on behalf of the Parish council

- (ii) **Single storey rear extension, porch to rear, stone pillared porch to front, erection of first floor balcony to the front and second floor balcony to the rear, re-roofing with five dormer windows, erection of new triple detached garage with dormer window and rooflights, amendments to position of windows and doors (resubmission of previously withdrawn application) at Ornsby Hill House, Ornsby Hill, Lanchester DM/17/03529/FPA**

Members were informed that following the resubmission of this application that the original letter of response from the Parish Council had been resubmitted.

Resolved - that this action be ratified

261/17 Northumbria Water Ltd – response to recent planning applications (min 201/17)

Members considered a letter received from Northumbrian Water Ltd in response to a letter sent from the Parish Council outlining concerns of the capacity in the existing piping and sewage system on Ford Road, particularly in light of recent planning applications.

Northumbrian Water Ltd state that they are satisfied that the existing system is able to accommodate proposed developments.

It was agreed that residents should be encouraged to report any incidents of flooding to ensure that Northumbrian Water Ltd maintain up to date records.

It was agreed that as the Parish Council had continuing concerns that a further letter is sent to Northumbrian Water Ltd.

Resolved - that a letter is sent to Northumbrian Water Ltd

262/17 Back Lane – Ornsby Hill (min 231/17)

Members considered the response received from Durham County Council following the request from the Parish Council for clarification on the status/designation of Back Lane. It is intended to arrange a meeting in the New Year to progress this matter.

Resolved - that the information be received

263/17 Budgets 2017/18 and 2018/19

The Clerk presented the report.

Councillor M Walker proposed an amendment to the proposed budget for 2018/19 to increase the income line in the budget by withdrawing funding from reserves so that the total level of unringfenced reserves does not exceed 50% of annual budget.

The amendment fell as there was no seconder.

Resolved - that the proposed budget for 2018/19 be approved

264/17 Financial Information

The Lead Officer presented report G

Resolved - that the report be received

265/17 Accounts for Payment

Resolved - that the following accounts be approved for payment:

S Laverick	Salary (Oct)	£1306.17
D Maddox	Salary (Oct)	£382.14
Durham County Council	Pension (Oct)	£405.84
Information Commissioner	Data Protection Registra.	£35.00

S Laverick	Expenses	£384.67
P Snowdon	Hanging Baskets – Water	£474.00
AD Purves Landscaping	Christmas Tree Fence	£1467.60
Royal British Legion	Poppy Wreath	£50.00
County Durham Assoc. L. C.	Training	£54.00

266/17 Chairperson’s Announcements

The Chair referred to the recent Christmas Light Switch-On Event

Resolved that:

- (i)** A letter of thanks be sent to Canon Spence
- (ii)** Letters of thanks are sent to the volunteers
- (iii)** A bottle of whisky be presented to Canon Spence as a thank you
- (iv)** A letter be sent to the Village Voice thanking the volunteers

The Chair informed Members that a letter has been received from a resident regarding the development at Ornsby Hill House

Resolved - that this matter is placed on a future agenda for discussion

267/17 Questions from Members – Information only

A Councillor referred to the street furniture on Front Street

Resolved - that this matter is placed on a future agenda for discussion

268/17 Date of next meeting

Resolved - that the next Ordinary Meeting of the Council will take place on Tuesday 12 December at 7.15pm at Lynwood House

Meeting ended at 8.45pm