

# Lanchester Parish Council



Sally Laverick  
Lead Officer / Clerk to the Council

12 Colepike Road  
Lanchester  
Durham  
DH7 OHJ

Tel:- Office - (01207) 520146  
Home - (01207) 529415

4 April 2018

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 10 April 2018** following the Village Conference at 7.15pm.

Press and public are welcome to attend.

Lead Officer / Clerk to the Council

## **AGENDA**

- 1. Apologies for Absence**
- 2. Declarations of Interest**
- 3. Public Participation**
- 4. Northumbrian Water Ltd – Sewer system**  
Officers from Northumbrian Water Ltd will attend the meeting to discuss the sewer system in Lanchester
- 5. Minutes of the last meeting**
  - I. To confirm and approve the minutes of the Ordinary Meeting held 13 March 2018 (attached A)

## **6. Committees**

To approve the minutes of the following committees:

- I. Planning Committee Meeting on 8 March 2018 (attached B)
- II. Finance, Development & General Purposes Committee Meeting on 28 March 2018 (attached C)

## **7. Police Report**

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

## **8. Correspondence**

- I. All Saints Catholic Primary School – Letter of thanks  
To receive the letter
- II. Lanchester and Burnhope Parochial Church Council – letter of thanks  
To receive the letter
- III. The Clerk Magazine – March 2018  
To receive the magazine

## **9. Area Action Partnership (AAP) / Parish Councils Committee (PCC) (min 51/18)**

To receive an update

To receive more information on the summer holiday activities and consider the financial contribution requested

To receive information on the Environmental Improvement Pot and consider areas in Lanchester to address footpath encroachment/edging

## **10. Neighbourhood Plan (min 52/18)**

To receive an update

## **11. Maintenance Report**

To consider the report (attached D)

## **12. Plaque – Lady Diana Tree**

To consider a replacement plaque and wording

## **13. Northern Powergrid Agreement for the Connection of Unmetered Customer Installations**

To confirm the signing of the agreement

## **14. Financial Regulations**

To review the above regulations (attached E)

- 15. Public Filming, Recording or Reporting at Council or Committee Meetings Policy**  
To review the above policy (attached F)
- 16. Standing Orders**  
To review the Standing Orders (attached G)
- 17. Health & Safety Policy**  
To review the above policy (attached H)
- 18. Safeguarding Children and Vulnerable Adults Policy**  
To review the above policy (attached I)
- 19. Equal Opportunities Policy**  
To review the above policy (attached J)
- 20. Public Participation Policy**  
To review the above policy (attached K)
- 21. Training – Statement of Intent**  
To review the above policy (attached L)
- 22. Publication Scheme**  
To review the above policy (attached M)
- 23. Complaints Procedure**  
To review the above procedure (attached N)
- 24. Grants Policy**  
To review the above policy (attached O)
- 25. Community Engagement – Statement of Intent**  
To review the above statement (attached P)
- 26. Local Government Pension Scheme Regulations – Employer Discretions**  
To review the document (attached Q)
- 27. Diversity Statement**  
To review the statement (attached R)

**28. Planning**

To consider a response to the following planning application:

Single storey side extension at 2 Ridgeway, Lanchester DM/18/00806/FPA

**29. Financial Information**

To consider the report of the Lead Officer (attached S)

**30. Accounts for Payment**

Approval/confirmation of payment is requested for payment of accounts as set out below:

S Laverick	Salary (March)	£1305.97
D Maddox	Salary (March)	£382.14
Durham County Council	Pension (March)	£405.84
HMRC	Tax & NI (Jan – March)	£1334.81
EP Primary School	Newsletter distribution	£100.00
RC Primary School	Newsletter distribution	£100.00
The Lanchester Partnership	Donation	£200.00
Lanchester Parochial Church Co.	Donation	£200.00
All Saints Parish Centre	Donation	£200.00
1 <sup>st</sup> Lanchester Guiding	Donation	£200.00
Great North Air Ambulance	Donation	£200.00
CCL Office Ltd	Stationery	£76.09
Planning Advice Plus	Neighbourhood Plan	£1024.35
CCL Office Ltd	Stationery	£180.42
Durham County Council	Christmas Light work	£1327.16
BT	Telephone	£96.31
S Laverick	Expenses	£70.52
BT	Broadband	£87.96

**31. Chairperson's Announcements**

**32. 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.

**33. Date of next meeting**

To set the date and time for the next meeting