

Lanchester Parish Council

Minutes of the Ordinary Meeting held at Lynwood House on Tuesday 8 May 2018 at 7.30pm

Present Cllr. K Harrison (Chair)

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

Mike Wardle - Chair of the Neighbourhood Plan Working Group

Apologies Apologies for absence were received as follows:

Cllr. M Gray - other commitments
Cllr. T Jones - away

The above apologies were received and accepted

117/18 Declarations of Interest

Councillor A Cook declared an interest in item 13.

118/18 Public Participation

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

119/18 Minutes of the last meeting

Resolved that:

- (i) the minutes of the Ordinary Meeting held on 10 April 2018 be confirmed as a correct record and signed by the Chairperson and any recommendations contained therein be approved and accepted

120/18 Committees

Resolved that:

- (i) the minutes of the Planning Committee Meeting held on 1 May 2018 be confirmed as a correct record and signed by the Chairperson and any recommendations contained therein be approved and accepted

The Chair of the Planning Committee made a statement regarding the planning application process

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

121/18 Police Report

The Police report provided by PCSO Lisa Cullen-Jackson was read out which included the following incidents:

- Current antisocial behaviour trend is Dora's Wood. Six large trees have been vandalised with graffiti. A local male youth has been named and will be formally interviewed for the offence. On a separate incident a group of youths have set a fire near the river. A local female has been identified and dealt with.
- A Farmwatch operation was carried out on the evening of 3 May. Calls have been received from farmers reporting suspicious activity, theft of CCTV cameras and other items.
- Speeding is a priority for the next month. Over the next four weeks the Community Speedwatch and laser gun will be deployed in key areas.
- Loose lambs have been causing some issues on the A691.

A Councillor reported seeing drugs paraphernalia at Malton

Resolved that:

- (i) the matter of drugs items at Malton is reported to the Police
- (ii) the report be received

122/18 Correspondence

(i) **Letter of thanks from resident – crossing point near Kings Head**
Resolved - that the letter be received

(ii) **All Saints Parish Centre – letter of thanks for donation**
Resolved - that the letter be received

(iii) **Great North Air Ambulance – letter of thanks for donation**
Resolved - that the letter be received

(iv) **Society of Local Council Clerks (SLCC) – annual membership fee**
Resolved - that the annual fee of £165.00 be paid by the Parish Council

(v) **County Durham Association of Local Councils – nominations for President and Vice President**
Resolved - that the Parish Council supports Councillor David Bell for Vice President

**123/18 Area Action Partnership (AAP) / Parish Councils Committee (PCC)
(min 79/18)**

The next meeting of the Parish Councils Committee will take place on Saturday 19 May when the Mid Durham Environment Pot project for 2018/19 will be progressed. The project aims to address path encroachment/edging across the Mid Durham area.

The next Area Action Partnership meeting will take place on 9 May.

Resolved - that the information be received

124/18 Neighbourhood Plan (min 80/18)

Resolved - that the minutes of the meeting held on 19 April be approved

It was confirmed that Mike Wardle will remain as Chair of the working group. An update was provided for Members.

Resolved - that the information be received

125/18 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

Councillor A Gray left the meeting at 7.50pm

126/18 Works to Culvert – Woodham Court

Councillors were informed of upcoming works to repair and strengthen the culvert at Woodham Court. Members had previously been informed of these works through a presentation by the County Council last year. Members discussed the proposed works and noted that a number of trees would be removed during the works and that appropriate landscaping works would be undertaken following completion of the work.

Resolved that:

- (i)** The information be received
- (ii)** Clarification is sought on any further flood alleviation works to be undertaken in Lanchester
- (iii)** The County Council be asked to provide feedback following completion of the works
- (iv)** Timescales for the start and length of the works are sought

127/18 Insurance Premium 2018 / 19

Members discussed the insurance document and premium.

Resolved that:

- (i) the insurance premium from BHIB be accepted, the level of cover provided having been accepted as sufficient.
- (ii) A three year long term agreement be approved

128/18 Manor Grange Play Area

Members considered correspondence received from a resident asking for improvements to be made to the play area at Manor Grange. The Area Action Partnership may be able to assist in any project development.

Resolved - that this matter is referred to the Recreation Committee for a full discussion

129/18 Highways Issues

To consider the following matters:

(i) Parking and Waiting Restrictions – Howden Bank, Durham Road and Front Street

Members considered the proposed plans

Resolved that:

- i. the Parish Council supports the scheme
- ii. the County Council are asked to provide increased enforcement when the works are complete to monitor and enforce the scheme

(ii) Parking on Peth Bank

Members received feedback on the recent site meeting with Durham County Council to consider parking on Peth Bank. At the site meeting it was suggested that the existing white advisory lines be changed to double yellow markings.

Resolved - that the County Council are asked to consider providing double yellow lines between the A691 and the Deneside junction

(iii) Traffic – Kitswell Road

Members considered the traffic on Kitswell Road

Resolved - that an Officer from the County Council is invited to attend a future meeting to discuss the concerns of the Parish Council

(iv) Bypass – access, speeding, crossing points, condition of refuges

Members considered various concerns with the bypass

Resolved - that an Officer from the County Council is invited to attend a future meeting to discuss the concerns of the Parish Council

(v) Community Speedwatch

Members received information on the Community Speedwatch initiative in Lanchester which is now run completely by volunteers. If at the Community Speedwatch session 15% or more of the vehicles recorded are speeding then the location receives enforcement action from the Road Policing Unit and the area is looked at by Traffic Management to consider if any improvements can be made to the road layout.

Resolved - that the information be received

(vi) Litter Bins

A Councillor raised concern about the bin provision in Lanchester. Members discussed the issue of litter.

Resolved - that an article is placed in the Village Voice encouraging residents and businesses to be litter friendly

130/18 General Data Protection Regulations

Members were informed about the new General Data Protection Regulations which come into force on 25 May 2018.

It will be necessary to approve a number of policies and undertake an audit of personal information held.

The Clerk has attended a recent training event and gathered a number of policy templates to adapt.

Resolved - that the information be received

131/18 Internal Audit Report 2017 / 18

Members considered the Internal Audit report.

Resolved - that the report be approved

**132/18 Financial Year 2017 / 18
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 approve the financial position for the end of year

133/18 Financial Information

The Lead Officer presented report G.

A bank reconciliation was also distributed for consideration.

Resolved - that the report be received

134/18 Accounts for Payment

Resolved - that the following accounts be approved for payment:

Total Results Ltd	Website hosting	£90.00
S Laverick	Salary (April)	£1314.61
D Maddox	Salary (April)	£406.74
Durham County Council	Pension (April)	£405.84
CCL Office Ltd	Stationery	£159.81
M Young	Internal Audit	£140.00
Interplan Signs Systems	Signs	£132.00
Interplan Signs Systems	Signs	£108.00

135/18 Chairperson's Announcements

There were no announcements

136/18 Questions from Members – Information only

There were no questions from Members

137/18 National Salary Award - 2018 and 2019

Resolved - that under the powers contained in Section 100A of the Local Government Act 1972 the Press and Public be excluded from the following item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted

Members were informed that the National Salary Award has now been agreed for 2018 and 2019.

The Handyperson is currently paid at SCP 10 on the salary scales. The Clerk is currently paid SCP 34 on the salary scales.

Resolved - that the National Salary Award is applied to both posts

138/18 Date of next meeting

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

Meeting ended at 9.30pm