

Lanchester Parish Council

Minutes of the Ordinary Meeting held at Lynwood House on Tuesday
12 March 2019 at 7.15pm

Present Cllr. K Harrison (Chair)

Cllr. J Considine, Cllr. D Friesner, Cllr. D Smith, Cllr. T Jones,
Cllr. P Jackson, Cllr. S Walker, Cllr. I Tute, Cllr. M Gray,
Cllr. O Johnson, Cllr. M Walker

Michelle Atkinson – Chair of Lanchester Partnership

Apologies Apologies for absence were received as follows:

Cllr. K Leary - ill
Cllr. B Gray - work commitments
Cllr. A Cook - ill
Cllr. A Gray - work commitments

The above apologies were received and accepted

52/19 Declarations of Interest

Councillors D Smith, M Walker, P Jackson, D Friesner and M Gray
declared an interest in item 19.

53/19 Public Participation

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

54/19 Minutes of the last meeting

Resolved that:

- (i) the minutes of the Ordinary Meeting held on 12 February 2019 be confirmed as a correct record and signed by the Chairperson and any recommendations contained therein be approved and accepted

55/19 Committees

Resolved that:

- (i) the minutes of the Planning Committee Meeting held on 12 February 2019 be confirmed as a correct record and signed by the Chairperson and any recommendations contained therein be approved and accepted

56/19 The Lanchester Partnership

The Chair welcomed Michelle Atkinson to the meeting. Michelle introduced herself to Members as the Chair of the Lanchester Partnership.

57/19 Police Report

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

- off road motorbikes have been reported on Peth Bank and specifically in the farmers' fields to the rear of Burnhope
- Burglary continues to be a crime trend. A male was disturbed acting suspiciously in a garden at Hurbuck Cottages and a nearby cattle shed broken into. Two unoccupied properties on Howden Bank have been broken into and power tools stolen. Approximately 400 litres of fuel has been stolen from a farm on the outskirts of the Parish.

Resolved - that the information be received

58/19 Correspondence

- (i) Clerk & Councils Direct – March newsletter**
Resolved - that the newsletter be received

- (ii) Durham County Council – Velo North Event**
Members considered the information on the closed road cycling event taking place in September at which 15,000 participants are expected.
Resolved - that the information be received

- (iii) Lanchester Cricket Club Beer Festival – May 2019**
Members received information from the club on the preparations for the beer festival to be held 24 – 26 May 2019. A number of measures are being proposed to address people bringing their own alcohol to the event and underage drinking.
Resolved that:
- (i)** the Parish Council supports the measures to address these issues
 - (ii)** the cricket club are reminded that permission to hold events should be sought from the Parish Council in advance of preparations being made

59/19 Area Action Partnership (AAP) / Parish Councils Committee (PCC) (min 31/19)

The next PCC meeting will take place on 16 March.

The next AAP meeting will take place on 13 March.

Resolved - that the information be received

60/19 Neighbourhood Plan (min 32/19)

Resolved - that the minutes of the meeting held on 5 February be approved

Members were informed that a further meeting of the Neighbourhood Plan Working Group had taken place on 6 March. The minutes of this meeting will be presented at the next Parish Council meeting.

The written feedback on the health check of the draft document had been received from the County Council. The working group discussed the feedback and minor amendments were made to the policies. A revised draft policy 1 had been discussed and agreed by the working group. This revised draft policy is more concise and reflects the settlement boundary.

It is planned to present the final draft document to the Parish Council at their meeting on 14 May. It is planned to undertake the first 6 week consultation during June / July.

Resolved - that the information be received

61/19 Northumbrian Water Ltd – Sewer System (min 35/19)

Councillors D Smith, T Jones and D Friesner attended a recent meeting at the offices of Northumbrian Water Ltd to look at their computer modelling system. This followed the attendance of officers from Northumbrian Water Ltd at a Parish Council meeting where the sewer system in Lanchester and in particular along Ford Road was discussed.

Councillors confirmed that the meeting at Northumbrian Water had proved useful. Residents need to report flooding incidents so Northumbrian Water are aware of the extent of any problems.

Resolved that:

- (i) the information be received
- (ii) an article is placed in the Village Voice to provide information to residents

62/19 Loneliness Project – Welcome to Lanchester Guide

Councillor D Friesner provided an update on this project. A loneliness guide has been development over the last few years by the 'Loneliness and Lanchester' working group of the Patient Participation Group, Lanchester Medical Centre. The guide will be a 40 page, full colour

publication and will include maps, key information and statistics, information on community services and activities and volunteering opportunities.

Resolved - that the Parish Council supports the project

63/19 War Memorial

Members considered information received on an extra name for inclusion on the War Memorial. This means that there are now two additional names for inclusion.

Resolved that

- (i) the names are included on the war memorial
- (ii) a consultation exercise is carried out

64/19 Structural Testing of Lighting Columns

Members were informed that the lighting columns which hold the hanging baskets need to undergo a structural test. This testing is required every 30 months.

Resolved - that the testing is undertaken at a cost of £950.00

65/19 Risk Assessment Schedule

Members considered and reviewed the policy.

Resolved - that the Risk Assessment Schedule be approved

66/19 Internal Audit Arrangements

Members considered and reviewed the policy.

Resolved that:

- (i) the Internal Audit Arrangements be approved
- (ii) Mr Mike Young be approved as the internal auditor

67/19 Review of Policies

Members considered the process and timescale for review of policies

Resolved that:

- (i) The risk Assessment Schedule and Internal Audit Arrangements are reviewed annually
- (ii) The remaining policies and statements are reviewed every two years
- (iii) The policies can be viewed at the Parish Council office at review time

68/19 Schools – Distribution of newsletters

Resolved - that a donation of £100.00 is awarded to the two Primary schools in Lanchester

69/19 Grants / Donations

Members considered the applications received

Resolved that the following donations are made:

- (i) Willow Burn Hospice - £140.00
- (ii) The Lanchester Partnership – Fun Run - £140.00
- (iii) Lanchester & Burnhope Parochial Church Council – Clock Maintenance - £200.00
- (iv) All Saints Parish Centre - £140.00
- (v) 1st Lanchester Guiding - £140.00

70/19 Financial Information

The Lead Officer presented report G.

Resolved - that the report be received

71/19 Accounts for Payment

Resolved - that the following accounts be approved for payment:

D Maddox	Salary (January)	£435.20
S Laverick	Salary (January)	£1,335.21
Durham County Council	Pension (January)	£413.96
CCL Office Ltd	Stationery	£102.67
MK Print Solutions	Newsletter printing	£85.00
Durham County Council	Christmas Lights	£1,427.80
S Laverick	Salary (February)	£1,335.41
D Maddox	Salary (February)	£435.00
Durham County Council	Pension (February)	£413.96
S Laverick	Expenses	£84.91

72/19 Chairperson’s Announcements

There were no announcements

73/19 Questions from Members – Information only

Councillor M Walker asked about the progress on the proposed parking restrictions in the village.

74/19

Date of next meeting

Resolved - that the next Ordinary Meeting of the Council will take place on Tuesday 9 April at Lynwood House following the Annual Village Conference at 7.15pm

Meeting ended at 8.30pm