

# Lanchester Parish Council



Sally Laverick  
Lead Officer / Clerk to the Council

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6 March 2019

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 12 March 2019** 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. Minutes of the last meeting**
  - I. To confirm and approve the minutes of the Ordinary Meeting held 12 February 2019 (attached A)
- 5. Committees**

To approve the minutes of the following committees:

  - I. Planning Committee Meeting on 12 February 2019 (attached B)

- 6. The Lanchester Partnership**  
The new Chair of Lanchester Partnership, Michelle Atkinson, will attend the meeting to introduce herself
  
- 7. Police Report**  
To consider the Police report (to be distributed at the meeting)
  
- 8. Correspondence**
  - I. Clerk & Councils Direct – March newsletter  
To receive the newsletter
  - II. Durham County Council – Velo North Event  
To receive information on the event
  - III. Lanchester Cricket Club Beer Festival – May 2019  
To consider the information received from the Cricket Club regarding arrangements for the event
  
- 9. Area Action Partnership (AAP) / Parish Councils Committee (PCC) (min 31/19)**  
To receive an update
  
- 10. Neighbourhood Plan (min 32/19)**  
To approve the minutes of the working group meeting (attached C)  
To receive an update
  
- 11. Northumbrian Water Ltd – Sewer System (min 35/19)**  
To receive an update following the visit to Northumbrian Water Ltd offices to look at the computer modelling system
  
- 12. Loneliness Project – Welcome to Lanchester Guide**  
To receive an update on the project
  
- 13. War Memorial**  
To consider information received on an extra name for inclusion on the War Memorial
  
- 14. Structural Testing of Lighting Columns**  
To consider the price received for the structural testing
  
- 15. Risk Assessment Schedule**  
To review the above policy (attached D)

- 16. Internal Audit Arrangements**  
To review the above arrangements (attached E)
- 17. Review of Policies**  
To consider the process and timescale for review of policies
- 18. Schools – Distribution of newsletters**  
To consider a donation to the schools
- 19. Grants / Donations**  
To consider requests for grants / donations (attached F)
- 20. Financial Information**  
To consider the report of the Lead Officer (attached G)
- 21. Accounts for Payment**  
Approval/confirmation of payment is requested for payment of accounts as set out below:
- |                       |                     |           |
|-----------------------|---------------------|-----------|
| 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    |
- 22. Chairperson’s Announcements**
- 23. 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.
- 24. Date of next meeting**  
To set the date and time for the next meeting