

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

8 May 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 14 May 2019 following the Annual Meeting 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 9 April 2019 (attached A)
- 5. Committees**

To approve the minutes of the following committees:

 - I. Planning Committee Meeting on 9 April 2019 (attached B)

6. Correspondence

- I. Letter of thanks – All Saints Parish Centre
To receive the letter
- II. Letter of thanks – Willow Burn Hospice
To receive the letter
- III. Letter of thanks – Lanchester and Burnhope Parochial Church Council
To receive the letter
- IV. Campaign to Protect Rural England – North East Spring Newsletter
To receive the newsletter
- V. Clerks & Councils Direct – May newsletter
To receive the newsletter
- VI. Velo North Cycle Event
To receive information from Durham County Council regarding the event
- VII. County Durham and Cleveland County Training Partnership
To consider attendance at a Councillor training session
- VIII. VE Day 75
To consider arrangements to commemorate the 75th Anniversary of VE Day
- IX. Lanchester Cricket Club – request to hold a Fun Fair
To consider the request
- X. NHS North Durham Clinical Commissioning Group (CCG) – consultation on services currently provided at Shotley Bridge Community Hospital
To consider a response to the consultation
- XI. Society of Local Council Clerks (SLCC) – annual membership fee
To consider the renewal of the annual membership
- XII. County Durham Association of Local Councils – annual membership fee
To consider the renewal of the annual membership

7. Area Action Partnership (AAP) / Parish Councils Committee (PCC) (min 86/19)

To receive an update

8. Neighbourhood Plan (min 87/19)

To approve the minutes of the working group meeting – 10 April (attached C)
To consider the draft Neighbourhood Plan document (attached D)
To receive an update and consider approval of the document to progress to community consultation.
To consider the draft Lanchester Design Statement (attached E)

9. Street Ceilidh – Durham Brass Festival

To receive information on a proposed event and consider a financial contribution towards the event.

10. Maintenance Report

To consider the report (attached F)

11. Hanging Baskets

To consider the price received for hanging basket provision
To receive information on the structural testing of the lampposts

12. Insurance Premium 2019 / 20

To confirm the renewal of the annual insurance

13. Internal Audit Report 2018 / 19

To consider the report of the Internal Auditor (attached G)

**14. Financial Year 2018 / 19
End of Year Accounts**

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

15. Financial Information

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

16. Accounts for Payment

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

Durham County Council	Trade Waste Service	£277.16
S Laverick	Salary (April)	£1,369.37
D Maddox	Salary (April)	£472.50
Durham County Council	Pension (April)	£422.23
M Young	Internal Audit	£140.00
Total Results Ltd	Website Hosting	£112.00
Olivers Tree Services	Tree Work – Allotments	£108.00
Olivers Tree Services	Tree Work – Village Green	£2,976.00
CCL Office Ltd	Stationery	£196.46
BHIB	Annual Insurance	£694.50
On-line Playgrounds	Play Parts	£28.80
S Laverick	Expenses	£27.33
CCL Office Ltd	Stationery	£115.84
Planning Advice Plus	Neighbourhood Plan	£1,525.20

17. Chairperson's Announcements

18. 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.

19. Date of next meeting

To set the date and time for the next meeting