

# Lanchester Parish Council



Sally Laverick  
Lead Officer / Clerk to the Council

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4 September 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 10 September 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 9 July 2019 (attached A)
- 5. Committees**

To approve the minutes of the following committees:

  - I. Finance, Development & General Purposes Committee Meeting on 31 July 2019 (attached B)
  - II. Recreation Committee Meeting on 31 July 2019 (attached C)

- 6. Police Report**  
To consider the Police report (to be distributed at the meeting)
  
- 7. Correspondence**
  - I. Lanchester Allotments Association – minutes of committee meeting  
To receive the minutes
  - II. Environment Agency – Water Resources Abstraction Licences for previously exempt activities  
To receive the information
  - III. Durham County Council – Long Term Empty Property Council Tax Premium consultation  
To consider the consultation
  - IV. Letter – Crocus Project (min 154/19)  
To receive the letter
  - V. Campaign to Protect Rural England – Summer newsletter  
To receive the newsletter
  - VI. The Clerk Magazine – July edition  
To receive the magazine
  
- 8. Area Action Partnership (AAP) / Parish Councils Committee (PCC) (min 151/19)**  
To receive an update
  
- 9. Neighbourhood Plan (min 152/19)**  
To receive an update
  
- 10. Councillor Vacancy**  
To receive information on the vacancy  
To receive information on the process undertaken  
To consider co-option to the Parish Council
  
- 11. Proposed Traffic Regulation Order (min 155/19)**  
To consider the proposals
  
- 12. Memorial Plaques on seats**  
To consider the current practice and confirm future arrangements
  
- 13. Northumbrian Water Ltd – Sewer System (min 132/19)**  
To consider information received from Northumbrian Water Ltd  
To consider information received from a resident
  
- 14. Manor Grange Play Area (min 180/19)**  
To discuss and agree the consultation to inform residents of the proposals and to ascertain demand for the facility.

**15. Annual Return 2018/19**

To approve and accept the annual return as required by the external auditor (attached D)

**16. Financial Information**

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

**17. Accounts for Payment**

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

S Laverick	Salary (July)	£1,369.17
D Maddox	Salary (July)	£472.50
Durham County Council	Pension (July)	£422.23
P Snowdon	Hanging Baskets	£248.00
MK Print Solutions	Neighbourhood Plan	£2,532.60
MK Print Solutions	Newsletters	£85.00
Croft View Halls	Crocus Project	£100.00
S Laverick	Salary (August)	£1,369.17
D Maddox	Salary (August)	£472.30
Lanchester Community Assoc.	Room Hire	£117.00
North East Ambulance Service	Defibrillator	£1,797.60
MK Print Solutions	Annual Report	£85.00
Mazars	Audit Fee	£360.00
Durham County Council	Pension (August)	£422.23
On-Line Playgrounds	Play parts	£102.00
CCL Office Ltd	Stationery	£172.55
Durham County Council	Brass Festival	£500.00

**18. Chairperson's Announcements**

**19. 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.

**20. Date of next meeting**

To set the date and time for the next meeting