

# Lanchester Parish Council



Sally Laverick  
Lead Officer / Clerk to the Council

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4 December 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 December 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 November 2019 (attached A)
- 5. Committees**

To approve the minutes of the following committees:

  - I. Planning Committee Meeting on 12 November 2019 (attached B)
  - II. Finance, Development and General Purposes Committee Meeting on 27 November 2019 (attached C)

- 6. Pilgrimage Routes – Way of Light (min 228/19)**  
David Pott, Pilgrimage Routes Coordinator for Northern Saints Trails will attend the meeting and provide information on the new Pilgrimage Routes
- 7. Northumbrian Water Ltd – Sewer System (min 244/19)**  
Clair Richardson from Northumbrian Water Ltd will attend the meeting to provide an update on activities in Lanchester and present the results of the investigation surveys, hydraulic modelling and flood mitigation measures
- 8. Police Report**  
To consider the Police report
- 9. Correspondence**
  - I. Letter of thanks – Choral Society - Donation**  
To receive the letter
  - II. Lanchester Partnership and the Plastic Free Lanchester Group**  
To receive the notes from the Annual Review of the Plastic Free Lanchester Group (attached D)  
To consider the request to use the Village Green for the 2020 litter pick
  - III. Tree Planting in the Parish**  
To consider information received from a resident
  - IV. Generations Together – Durham University Student Volunteering and Outreach**  
To receive the information
  - V. Clerk & Councils Direct – November newsletter**  
To receive the newsletter
  - VI. The Clerk Magazine – November edition**  
To receive the magazine
- 10. Area Action Partnership (AAP) / Parish Councils Committee (PCC) (min 245/19)**  
To receive the minutes of the meeting (attached E)  
To receive an update
- 11. Neighbourhood Plan (min 246/19)**  
To receive an update
- 12. Loneliness Project – Welcome to Lanchester Guide (min 247/19)**  
To receive the Welcoming Lanchester publication

- 13. Planning Training**  
To receive feedback on the recent planning training event
- 14. Footpath – Durham Road (min 222/19)**  
To consider the response received from Durham County Council
- 15. Maintenance Work – Park House and Kitswell Park**  
To receive information on a recent site visit  
To consider the price received for maintenance work
- 16. Financial Information**  
To consider the report of the Lead Officer (attached F)
- 17. Accounts for Payment**  
Approval/confirmation of payment is requested for payment of accounts as set out below:
- |                           |                    |           |
|---------------------------|--------------------|-----------|
| S Laverick                | Salary (November)  | £1,369.17 |
| D Maddox                  | Salary (November)  | £472.30   |
| Durham County Council     | Pension (November) | £422.23   |
| CCL Office Ltd            | Stationery         | £187.63   |
| CCL Office Ltd            | Stationery         | £90.64    |
| MK Print Solutions        | Neighbourhood Plan | £1,798.00 |
| Lanchester Brass Band     | Christmas Event    | £90.00    |
| Lanchester Choral Society | Christmas Event    | £90.00    |
| Royal British Legion      | Poppy Wreath       | £50.00    |
- 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