

Lanchester Parish Council

Minutes of the Ordinary Meeting held via 'Zoom' on Tuesday 9 February 2021 at 6.30pm

Present Cllr. K Harrison (Chair)

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

Apologies Apologies for absence were received as follows:

Cllr. K Leary - ill
Cllr. L Montgomery - other commitments

The above apologies were received and approved

13/21 Declarations of Interest

Councillor P Jackson declared an interest in agenda item 5 (iii)

14/21 Public Participation

A member of the public was welcomed to the meeting.

15/21 Minutes of the last meeting

Resolved that:

- (i) the minutes of the Ordinary Meeting held on 12 January 2021 be confirmed as a correct record and signed by the Chairperson and any recommendations contained therein be approved and accepted

16/21 Correspondence

(i) Clerk & Councils Direct Magazine – January Magazine

Resolved - that the magazine be received

(ii) County Durham Association of Local Councils - training

Councillors considered attendance on the courses

Resolved - that the Clerk is booked on the 'Year end Accounts and Audit' training course and that the Clerk and Councillor A Gray are booked on the 'Using Social Media to Promote your Council' training course

- (iii) **Letter – Willow Burn Hospice**
Councillors considered the letter received seeking support to have the route into the hospice gritted in adverse weather.
Resolved - that a letter is sent to the County Council requesting that the County Council undertake gritting of the access route to the hospice in adverse weather

17/21 Planning

- (i) The following planning applications had been approved by Durham County Council:
- Replacement of aluminium shop fronts from units 4 – 20 with new powder coated aluminium shop fronts at Front Street, Lanchester
 - Change of use from hairdressing salon to dog grooming parlour at Front Street, Lanchester
 - Tree work at Oakwood, Lanchester
- (ii) **Outline application for residential development of up to 46 dwellings with new access from Cadger Bank and associated works (all matters reserved) on land to the West of Briardene, Cadger Bank, Lanchester DM/20/03045/OUT**

Councillor Friesner provided Members with a background history to the planning application site, including previous planning application refusals and appeal decisions.

Members discussed the application at some length.

It was agreed that the previous reasons for planning refusal and appeal dismissal including the impact on the significance and setting of the Scheduled Ancient Monument (SAM) and civilian settlement remained valid.

Members were informed that the County Durham Plan was now adopted and that the Lanchester Neighbourhood Plan carried significant weight as it awaited referendum. There are a number of policies in these documents which can be used to object to this application including the 'Boundary and Setting of Lanchester Village' policy in the Neighbourhood Plan.

Resolved that:

- (i) A letter is sent to the County Council strongly objecting to this planning application
- (ii) It is requested that the planning application be determined by the County Council Planning Committee

18/21

Kings Head - Market

Members discussed the craft and food market which had taken place on the Kings Head car park in December. It was noted that it is intended to make this a monthly event.

Concerns were raised around the parking arrangements and the holding of a market with current Covid restrictions.

It was noted that the event had created significant parking problems throughout the village.

Resolved that:

- (i)** the organisers of the event are asked to consider the parking arrangements for future markets
- (ii)** guidance on the holding of community events and parking arrangements are sought from the County Council and the Police

19/21

Salt Bins

Councillors considered the current salt bin provision and recent requests for salt bins from the community. Durham County Council currently provide, maintain and refill the salt bins in the Parish. They have a strict criteria for assessing if a location is appropriate for a bin to be located.

The County Council had undertaken a number of assessments for salt bin locations some time ago at the request of the Parish Council, however none of the sites had met the criteria for the County Council to locate a salt bin.

The County Council have introduced a scheme with a different qualifying criteria whereby the Parish Council could pay for a salt bin and pay the County Council to refill the bin. The Parish Council agreed that the salt bin provision was a County Council responsibility and had concerns that there could be a large number of requests for additional bins.

It was agreed that a meeting should be arranged with the County Council to review the current locations, size and condition of bins and to discuss whether any of the areas of the Parish could be considered to have special circumstances to warrant a bin location.

Resolved - that a meeting is arranged with the County Council

Councillors discussed the footpath at the bottom of the entrance to the Catholic Church and School which is frequently covered in ice. Members were informed that work is ongoing with the County Council to address the matter.

20/21 Christmas Lights

Councillors discussed the extension of the Christmas Lights to the end of January which had been well received by the community. It was noted that the Christmas Lights are currently on one switch and cannot be operated separately.

Resolved - that the information be received

21/21 Manor Grange Play Area (min 6/21)

Members were provided with an update on the project.

The draft lease has been received from Durham County Council which had been circulated with the meeting agenda. Information has been received from our solicitors quoting £500 to act on our behalf in connection with the lease. The lease will need to be signed in front of a witness and registered with Land Registry. It was agreed to engage our solicitors with the process.

Once the lease is signed the County Council will arrange for the contract to go out to tender on our behalf. It is hoped that this will take place at the beginning of March with the play area being installed during the summer. The tender would go out to 5 companies and would specify the types of equipment, required works and the price.

The design brief document prepared by the County Council was discussed. It was agreed to ask for the maximum height of the play equipment to be reduced from 4m and to clarify the ramp and accessible position of the toddler unit.

Resolved that:

- (i)** the information be received
- (ii)** solicitors are engaged to act on behalf of the Parish Council to secure the lease
- (iii)** the Clerk is authorised to sign the lease
- (iv)** the design brief is approved subject to the above clarifications

22/21 Neighbourhood Plan (min 67/20)

Members received an update on the Lanchester Neighbourhood Plan.

It is hoped that the Neighbourhood Plan will go to referendum at the same time as the planned local elections on 6 May 2021.

The recommendations from the examiner are currently being applied to the final document with the print company. Several additional reports have been drafted to accompany the full document. In addition meetings are being held with the County Council to amend the maps and produce additional maps as necessary.

The final document and appendices will need to be ready for 24 March.

In preparation for the referendum the documents will need to be available on-line and in print. In addition it is proposed that a flyer is distributed to the community to inform them about the Neighbourhood Plan and the referendum.

Resolved that:

- (i) the information be received
- (ii) that a flyer about the Neighbourhood Plan is distributed to the community

23/21 Kitswell Park – Play Area Inspection

Councillors were informed that the Annual Inspection for Kitswell Park Play Area had been completed. No major or high risk problems were raised, however a number of maintenance issues need to be undertaken.

Resolved - that the report be received and identified works be addressed

24/21 Tree Surveys

Members considered the tree surveys undertaken on the Village Green, at Kitswell Park and at the allotments site behind Durham Road.

Resolved - that the identified works are undertaken at a cost of £3,750.00

Councillors discussed the trees in front of the fish and chip shop on Front Street and on the corner of the Community Centre. It was agreed to ask the County Council to inspect the trees.

25/21 Risk Assessment Schedule

Members considered and reviewed the policy.

Resolved - that the Risk Assessment Schedule be approved

26/21 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

27/21 Review of Remaining Policies

Members were informed that the current policies of the Parish Council were on the website.

Resolved - that Councillors review the documents ready for discussion and approval at the next meeting

28/21 Financial Information

The Lead Officer presented report F.

Resolved - that the report be approved

29/21 Accounts for Payment

Resolved - that the following accounts be approved for payment:

S Laverick	Salary (Jan)	£1,407.68
D Maddox	Salary (Jan)	£491.49
Durham County Council	Pension (Jan)	£430.37
S Laverick	Expenses	£160.39

30/21 Chairperson's Announcements

There were no announcements

31/21 Date of next meeting

Resolved - that the next Ordinary Meeting of the Council will take place via 'Zoom' on Tuesday 9 March 2021 at 6.30pm

Meeting ended at 8.20pm