

Lanchester Parish Council

Minutes of the Ordinary Meeting held via 'Zoom' on Tuesday 9 March 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. L Montgomery

Apologies Apologies for absence were received as follows:

Cllr. K Leary - ill
Cllr. B Gray - family commitments
Cllr. M Gray - ill
The above apologies were received and approved

32/21 Declarations of Interest

Councillor D Smith declared an interest in item 14.

33/21 Public Participation

A member of the public was welcomed to the meeting.

34/21 Minutes of the last meeting

Resolved that:

- (i) the minutes of the Ordinary Meeting held on 9 February 2021 be confirmed as a correct record and signed by the Chairperson and any recommendations contained therein be approved and accepted

35/21 Correspondence

(i) Lanchester Cricket Club

Councillors considered information received from the Cricket Club to demolish the existing scoreboard and replace with new. Councillors supported actions to improve the facilities. A planning application has been submitted for permission for the works.

Resolved - that a letter of support is sent in relation to the planning application

In addition the cricket Club have identified that their general purpose bin is being filled with dog waste bags from dog walkers using Kitswell Park.

Resolved that:

- (i) The County Council are asked to consider locating a dog waste bin at Kitswell Park
- (ii) The Neighbourhood Wardens are asked to patrol the area and provide appropriate signage to discourage dog fouling

(ii) Use of Football Pitch – Kitswell Park

Councillors considered a request received from Beamish Girls Football Club to use the football pitch for two girls teams for their home matches for the 2021/22 season. The club had used the football pitch for two girls teams last season although usage had been restricted by the pandemic.

Resolved - that permission is given to use the pitch subject to the usual conditions

(iii) Letter – Durham County Council – Gritting - Willow Burn Hospice

Councillors considered the letter received from the County Council regarding gritting of the hospice in adverse weather.

Resolved that:

- (i) the letter be received
- (ii) a copy of the letter is forwarded to Willow Burn Hospice

36/21 Local Elections

Councillors were reminded of the procedure for requesting a nomination pack for the upcoming local council elections on 6 May. In addition Councillors were informed of how to receive further information via the County Council. The clerk had forwarded several e-mails to Councillors regarding the elections, timescales and campaigning. In addition Councillors were reminded of several information sessions that the County Council were running to assist Councillors with the process.

Resolved - that the information be received

37/21 Remote Parish Council Meetings

Councillors were informed that the regulations which allowed Parish Councils to meet remotely would end on 7 May 2021. Following this date Parish Council may need to meet in a physical place again. Further advice was awaited from the County and National Associations and the Government on the continuance of remote meetings.

Resolved - that the information be received

38/21 Salt Bins – Lanchester (min 19/21)

Following the last Parish Council meeting, a remote meeting had been arranged with an officer from the County Council to discuss the salt bin provision in Lanchester.

The meeting had been positive and the following matters were discussed:

- Either end of Front Street and the back streets – provision to be assessed
- Alderside Crescent / Mount Park Drive – additional bins requested
- Cadger Bank – is the bin in the best location
- Manor Grange – additional bin requested
- Condition and size of some of the current bins
- Woodlands Hall hamlet – to be assessed for a bin
- Willow Burn Hospice – provision to be assessed

Resolved - that the information be received

Councillors were informed that a meeting had taken place with the County Council regarding the water / ice on Kitswell Road. The County Council are to undertake investigative works to check the field drains for damage. It is hoped this work will take place during the Easter period.

Resolved - that the information be received

39/21 Kings Head – Market (min 18/21)

Following the last Council meeting the following actions had been taken:

- correspondence had taken place with the event organisers to discuss the parking problems in the village
- guidance on the holding of community events and parking arrangements had been sought from the County Council
- the Police were asked to attend the next market

Members discussed the food market which had taken place on the Kings Head car park at the end of February.

There were still some concerns around the parking arrangements, the holding of a market with current Covid restrictions and potential litter problems.

Resolved – that the event organisers are asked to provide feedback following a market to include attendance figures, areas of concerns and areas identified for improvement

40/21 Manor Grange Play Area (min 21/21)

Members were provided with an update on the project.

Our solicitors have received the information from the County Council. A meeting with the solicitors has taken place and the contents of the lease discussed and amendments agreed.

It is expected that the lease will be signed shortly.

In addition a form has been signed regarding the Landlord Act, a requirement from the County Council. This has been witnessed by an independent solicitor.

Once the lease is signed the County Council will arrange for the contract to go out to tender on our behalf.

Resolved - that the information be received and approved

41/21 Neighbourhood Plan (min 22/21)

Members received an update on the Lanchester Neighbourhood Plan.

The Neighbourhood Plan will go to referendum at the same time as the planned local elections on 6 May 2021.

Final amendments including mapping have been agreed with the County Council and the print company are producing final documents.

The final document and appendices will need to be on the website for 19 March which is earlier than previously thought.

In addition some work will need to be undertaken to make the on-line documents compliant with recent website accessibility regulations. The company that undertook the work on the Parish Council website last year are able to undertake this work.

Resolved that:

- (i) the information be received
- (ii) the referendum draft of the Lanchester Neighbourhood Plan is approved
- (iii) expenditure is approved to undertake the work to make the on-line documents compliant with regulations

42/21 Lanchester Community Emergency Plan

Councillors were informed that the Community Emergency Plan has been reviewed and updated and all contact details within the plan have been confirmed. This has been achieved following several Zoom meetings with the co-ordinators.

Councillors received a redacted version of the plan with their agendas.

The Chair of the Lanchester Partnership has agreed to become a Plan Co-ordinator following a meeting to present the plan and discuss how it works.

The document will now be distributed to Co-ordinators along with laminated action cards. The Civil Contingencies Unit will receive a

complete plan and also a redacted plan to distribute to relevant authorities. A redacted version of the plan will be distributed to buildings identified as 'Places of Safety'

Volunteers will receive an updated guidance document outlining broad do's and don't's.

A trial exercise will take place with the co-ordinators at the end of March.

Resolved that:

- (i) the information be received
- (ii) the Lanchester Community Emergency Plan be approved

43/21 Review of Policies (min 27/21)

The following policies were considered:

- Financial Regulations
- Public Filming, Recording and Reporting at Meetings
- Standing Orders
- Health & Safety Policy
- Safeguarding Children & Vulnerable Adults Policy
- Equal Opportunities Policy
- Public Participation Policy
- Training – Statement of Intent
- Publication Scheme
- Complaints Procedure
- Grants Policy
- Community Engagement – Statement of Intent
- Local Gov't Pension scheme Regulations
- Diversity Statement
- Code of Conduct
- Single Use Plastics – Resolution

Resolved - that the policies be approved

44/21 Grants / Donations

Councillors considered the grant/donation applications received.

Resolved - that the following donations be approved:

- (i) Great North Air Ambulance - £150.00
- (ii) Lanchester PCC – Church Clock - £300.00
- (iii) All Saints Parish Centre - £300.00

45/21 Financial Information

The Lead Officer presented report D.
Resolved - that the report be approved

46/21 Accounts for Payment

Resolved - that the following accounts be approved for payment:

S Laverick	Salary (Feb)	£1,407.48
D Maddox	Salary (Feb)	£491.49
Durham County Council	Pension (Feb)	£430.37
Kompan	Play Parts	£405.12
CCL Office Ltd	Stationery	£319.34
P Snowdon	Hanging Baskets (water)	£408.00
Tyne & Wear Play Ltd	Kitswell – Annual Inspect.	£250.00

47/21 Chairperson’s Announcements

The Chair informed Councillors that ‘Oases’ the organisation who have previously provided childrens activities at Park House Play Area have asked if subject to Covid restriction they could provide some activities for children during the Easter holidays

Resolved - that permission is granted subject to the appropriate arrangements being in place

Councillors asked for two agenda items to be added to the next meeting regarding planning and car emissions from stationary vehicles.

48/21 Date of next meeting

Resolved - that the next Ordinary Meeting of the Council will take place via ‘Zoom’ on Tuesday 13 April 2021 at 6.30pm

Meeting ended at 8.00pm