

Lanchester Parish Council



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Lead Officer / Clerk to the Council

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21 September 2022

I hereby summon you to attend
the Ordinary Meeting of Lanchester Parish Council
which will be held at Lynwood House, Durham Road, Lanchester,
on **Wednesday 28 September 2022** at 7.00pm.

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 27 July 2022 (attached A)
5. **Police Report**

To consider the Police report (attached B)
PCSO Andrew Tonge will attend the meeting
6. **Durham County Councillors**

To receive an update

7. Correspondence

- I. Smaller Authorities Audit Appointments (SAAA) – 5 year appointing period
To consider the information received
- II. Churches Together
Request to use the Village Green for a Commemoration Service
- III. County Durham Association of Local Councils (CDALC)
To consider the training opportunities
- IV. Beamish Football Club
To consider a request to use the football field for girls under 12 and under 15 football teams
- V. Clerk & Councils Direct – September
To receive the magazine

8. Items raised by Councillors

To consider the following matters:

- I. Response to energy price rise – warm hubs
Reverend Lesley Sutherland will attend the meeting to share information on the approach of the Area Action Partnership
- II. Application of grit to the Lanchester Valley Walk
- III. Disabled parking bay on Front Street – faded road markings
- IV. Disabled access to the village shops
- V. Gate between Ashdown Grove and the bike track

9. Manor Grange Play Area (min 162/22)

To consider the recent launch event
To receive information on the meeting with Hags
To agree payment for the works

10. Allotments – Durham Road (min 168/22)

To receive information on a visit by the Parish Council

11. Car Parking – Hurbeck Cottages

To consider information received from a resident

12. Jubilee Tree

To consider the costs and a funding application for a Jubilee Tree and Plaque
To consider the location for the Jubilee Tree and the tree donated by Olivers

13. Christmas Light Switch On Event

To consider arrangements

14. General Data Protection Regulations (GDPR)

To consider and approve the following policies and procedures (attached C):

- I. Information and Data Protection Policy
- II. Contact Privacy Notice
- III. Consent to hold Contact Information
- IV. Retention and Disposal Policy
- V. Social Media and Electronic Communication Policy
- VI. Data Security Breach Reporting Form

15. Annual Return 2021/22

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:

Hags	Seat	£479.31
Durham County Council	Trade Waste Service	£291.20
Proludic	Play Parts	£162.09
MK Print Solutions	Printing	£50.40
AD Purves Landscaping	Grass Cutting	£2,808.26
AD Purves Landscaping	Village Green path Repairs	£1,224.00
AD Purves Landscaping	Village Green soil etc	£1,396.80
St Johns Ambulance	Beacon Event	£115.20
S Laverick	Salary (July)	£1,449.59
D Maddox	Salary (July)	£555.16
Durham County Council	Pension (July)	£437.90
Hags	Manor Grange Play Area	£76,542.72
S Laverick	Expenses	£100.22
S Laverick	Salary (August)	£1,449.79
D Maddox	Salary (August)	£555.16
Durham County Council	Pension (August)	£437.90
County Durham Ass. Local Coun.	Training	£10.00
MK Print Solutions	Newsletter & Annual Report	£598.00
On-Line Playgrounds	Play Parts	£35.00
S Laverick	Expenses	£90.36

18. Chairperson's Announcements

19. Date of next meeting

To set the date and time for the next meeting