

# Lanchester Parish Council

## Minutes of the Ordinary Meeting held at Lynwood House on Tuesday 8 November 2022 at 7.00pm

**Present** Cllr. K Harrison (Chair)

Cllr. I Tute, Cllr. E Hepplewhite, Cllr. L Montgomery,  
Cllr. A Gray, Cllr. O Johnson, Cllr. D Smith,  
Cllr. J Considine, Cllr. T Jones, Cllr. D Friesner,  
Cllr. S Walker, Cllr. V Jackson, Cllr. D Toner

County Cllr. D Oliver  
County Cllr. M McGaun

**Apologies** Apologies for absence were received as follows:

Cllr. P Jackson - family commitments  
Cllr. B McDermid - work commitments  
The above apologies were received and accepted

### **220/22 Declarations of Interest**

There were no declarations of interest.

### **221/22 Public Participation**

Members of the public were welcomed to the meeting.

### **222/22 Minutes of the last meeting**

**Resolved that:**

- (i) the minutes of the Ordinary Meeting held on 11 October 2022 be confirmed as a correct record and signed by the Chairperson and any recommendations contained therein be approved and accepted

### **223/22 Police Reports**

The Police reports for September and October were considered.

**Resolved that:**

- (i) the Police reports be received
- (ii) PCSO Andrew Tonge is thanked for the comprehensive reports

**224/22 Correspondence**

**(i) Heritage 100 Walk**

Councillors were informed that 97 of the 100 heritage walks around the County have been planned by the Walk and Talk Trust. The current funding is for the walks in central Durham. It is hoped that the Lanchester walk will be in the second tranche of funding.

**Resolved** - that the information be received

**(ii) Durham County Council – Road Traffic Order – Parking Restrictions**

Councillors considered the amendments to the order around St Bedes School

**Resolved** - that the information be received

**(iii) Clerk & Councils Direct Magazine – November**

**Resolved** - that the magazine be received

**225/22 Durham County Councillors**

County Cllrs. Doug Oliver and Michael McGaun provided an update on the following areas of work:

- Durham Road – ramp to replace steps into estate completed – railing to be installed shortly
- Ornsby Hill – resurfacing work completed
- Boundary Review – latest draft

Councillors discussed the Boundary Review which proposes that the Lanchester Ward will move into the North Durham constituency. The North West Durham constituency will be removed.

**Resolved** - that the information be received

**226/22 Parking and Traffic Problems – Front Street**

A resident attended the meeting to discuss a number of traffic concerns on Front Street opposite EP Primary School near to Victoria Terrace.

His concerns included:

- The parking of vehicles and vans overnight, at weekends and sometimes for a lengthy period on Front Street. Sometimes the vehicles are parked illegally due to weight and direction
- The parking of vehicles on one side of the street means that two way traffic cannot pass. This results in vehicles especially large vans and buses stopping and starting to manoeuvre down the street
- Access to their private driveway being constantly blocked which is an offence

- Regular verbal abuse from motorists
- Water gathers at the side of the road and pedestrians are soaked as vehicles pass by
- Dangerous for children and adults – several near misses
- Considers that the use of the side entrance to the EP Primary School is dangerous

The resident would like to see enforcement to stop parking which blocks private driveways, parking on double yellow lines, parking which blocks Victoria Terrace and illegal parking.

Councillor A Gray entered the meeting at 7.30pm

Councillors discussed these concerns. It was noted that Durham County Council are currently consulting on a Road Traffic Order which will increase parking restrictions in this area. The Parish Council has asked that enforcement will take place once the restrictions are in place.

Councillors felt that there were several issues that needed addressing which are the responsibility of Durham County Council and the Police.

**Resolved that:**

- (i) a letter is sent to Durham County Council requesting enforcement to address the concerns identified
- (ii) a letter is sent to the Police asking for attendance to address the concerns identified

**227/22 Area Action Partnership (AAP) / Parish Councils Committee (PCC)**

**Resolved** - that the minutes from the meeting held in July be received

The next meeting of the PCC will take place on 19 November

**228/22 Warm Hubs – Lanchester (min 209/22)**

Councillor Smith provided the following update.

A Lanchester meeting had taken place on 21 October. The warm hubs project is being developed with the three Churches, Library and Community Centre involved. The project will provide a warm place in Lanchester on week days which will be free and open to everyone. A grant to cover costs is being progressed under the umbrella of Lanchester Partnership. A schedule will soon be finalised and promoted.

**Resolved** - that the information be received

**229/22 Christmas Light Switch On Event (min 212/22)**

Councillors were informed that all elements of the event were progressing.

Councillors discussed the timing of the lights for this year.

**Resolved that:**

- (i) the information be received
- (ii) the event be progressed
- (iii) the lights be lit between 3.15pm and 11.00pm at night and between 7.30am and 8.30am in the morning and switched off on 6 January

**230/22 Pace Egg Hill**

Councillors discussed Pace Egg Hill which is well used by the community for walking, sledging and Easter egg bowling. Recent activity has resulted in ploughing of part of the field by the new owner.

It was agreed that a letter be sent to the new owner informing him of the significance of Pace Egg Hill and the community use of the field over many decades.

**Resolved** - that a letter is sent

**231/22 Kitswell Park – small play area**

Councillors were informed that repairs were required to two pieces of equipment in the small play area at Kitswell Park. The costs were quite substantial.

It was agreed that a wider discussion was needed which would consider options

**Resolved** - that this matter is discussed at a future meeting

**232/22 War Memorial**

Councillors discussed the names on the War Memorial some of which were fading. The company who undertook the work on the War Memorial have been asked to provide a price to repaint the letters.

**Resolved** - that this matter is discussed further once a price has been obtained

**233/22 Garage – Park House**

Councillors were informed that the garage at Park House had been broken into in early November. The strimmer had been the only item taken. The Police have been informed.

The handyperson had secured the garage.

In order to make the garage more secure it is proposed to cover the opening with a sheet of steel

**Resolved that:**

- (i) the information be received
- (ii) the security works are undertaken at a cost of £900.00

**234/22 Poppy Wreath**

Councillors considered a donation to the Royal British Legion  
**Resolved** - that a donation of £100.00 is made

**235/22 Newsletter**

Councillors considered the newsletter

**Resolved** - that the newsletter be approved for distribution

**236/22 Financial Information**

The Lead Officer presented report D.

**Resolved** - that the report be approved

**237/22 Accounts for Payment**

**Resolved** - that the following accounts be approved for payment:

Andersons Wholesale	Christmas Event	£241.48
S Laverick	Salary (October)	£1,449.59
D Maddox	Salary (October)	£555.16
Durham County Council	Pension (October)	£437.90
P Snowdon	Hanging Baskets	£264.00
Marmax Products	Seat	£536.00
Information Commissioner	Data Protection Fee	£40.00
Thostleness Farm	Hollinside Play Area – rent	£20.00

Councillor D Smith left the meeting at 8.40pm

**Public Bodies (Admission to Meetings) Act 1960 s. 1(2)**  
**Resolved – that the press and public be excluded from the next item due to the confidential nature of the information**

**238/22 Recruitment of Clerk**

Councillors considered the recruitment pack consisting of job advert, job description, job specification and application form which had been prepared by the working group. In addition the timescale and costs associated with recruitment were presented.

Councillors discussed the hours and grade of the job which were considered appropriate.

Councillors were advised to direct any enquiries to the information on the website.

**Resolved that:**

- (i)** the application pack be approved
- (ii)** the timescale and cost of recruitment be approved
- (iii)** the circulation of the job advert be approved
- (iv)** the working group undertake the shortlisting and interviews

**239/22 Chairperson's Announcements**

There were no Chairpersons announcements

**240/22 Date of next meeting**

**Resolved that:**

- (i)** the next meeting of the Council will be the Finance, Development and General Purposes Committee Meeting on Wednesday 30 November
- (ii)** the next Ordinary meeting of the Council to be confirmed

Meeting ended at 9.00pm