

# Lanchester Parish Council



Laura Dodd  
Clerk to the Council

Lynwood House  
Durham Road  
Lanchester  
Co Durham  
DH7 0LS

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3<sup>rd</sup> October 2024

I hereby summon you to attend  
the Ordinary Meeting of Lanchester Parish Council  
which will be held at Lynwood House, Durham Road, Lanchester,  
on **Tuesday 8th October 2024** at 7.00pm.

Press and public are welcome to attend.

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 10<sup>th</sup> September 2024 (attached A)
- 5. Police Report**

To receive the Police PACT report for September

- 6. Correspondence**
  - I. Letter from Resident – Christmas Light Switch on Event**  
To consider the information received
- 7. Durham County Councillors**  
To receive an update
- 8. Remembrance Sunday**  
To consider the request to support the event
- 9. Trees – ash dieback on roadside**  
To discuss the situation
- 10. Greencroft Forest Park**  
To receive an update
- 11. Footpath adjoining the A691**  
To discuss the situation
- 12. Garage - Burnside**  
To discuss the situation
- 13. Durham County Council - Lanchester Station Road Unadopted Highway and Recreation Ground River Quality Monitoring**  
To consider the request
- 14. DCC consultation on 2025/26 budget**  
To discuss the consultation
- 15. Doras Wood**  
To consider the situation
- 16. Advertising Boards**  
To discuss the situation
- 17. Kitswell Football Field**  
To consider the request

**18. Community Emergency Plan**  
To update members on the recent training exercise

**19. Annual Return 2023/24**  
To approve and accept the annual return as required by the external auditor (attached B)

**Public Bodies (Admission to Meetings) Act 1960 s. 1(2)**  
**It is likely that the press and public will be excluded from this item due to the confidential nature of the information.**

**20. Clerk contract**  
To consider the contract of employment for the Clerk

**21. Financial Information**  
To consider the report of the Clerk (attached C)

**22. Accounts for Payment**  
Approval/confirmation of payment is requested for payment of accounts as set out below:

McAee	Security Software Subscription	£79.99
Microsoft	Software Subscription	£79.99
MK Print Solutions	Printing Newsletter	£129.00
L Dodd	Expenses	£78.93
L Dodd	Salary (September)	£1495.78
D Maddox	Salary (September)	£697.42
Durham County Council	Pension (September)	£451.62
Proludic	Play Equipment Repairs	£67.63
BT	Phone & Broadband	£174.10
TTI	Ryobi hedge trimmer	£318.37

**23. Chairperson's Announcements**

**24. Date of next meeting**  
To set the date and time for the next meeting