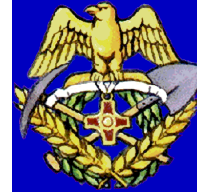


# Lanchester Parish Council



Laura Dodd  
Clerk to the Council

Lynwood House  
Durham Road  
Lanchester  
Co Durham  
DH7 0LS

Tel Office – 01207 520146

4<sup>th</sup> September 2025

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 9th September 2025** at 7.00pm.

Press and public are welcome to attend.

Yours sincerely

Laura Dodd  
Clerk to the Council

## **A G E N D A**

- 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 8th July 2025 (attached A)

- 5. Police Report**  
To consider the Police PACT report for July & August
- 6. Haystax Holiday Park**  
To receive information from the planning consultant for the following planning application:
  - Developing 33 pitches and access road for holiday units  
DM/25/00531/FPA
- 7. Correspondence**
  - (i) AAP**  
Farwell letter
- 8. Durham County Councillor**  
To receive an update
- 9. Solar Planet Project**  
To receive an update on the project
- 10. Beacon Event - VJ Day 80**  
To consider the recent event
- 11. Lanchester Cricket Club**  
To ratify the request for permission to carry out works at the Cricket Club
- 12. Tree Surveys**  
To consider the quotes for tree works
- 13. Planning policy**  
To consider the proposal of a non-immediate Article 4 Direction that would remove permitted development rights that currently allow the conversion of dwelling houses (Use Class C3) into small Houses in Multiple Occupation for between 3 and 6 residents (HMOs – Use Class C4) without the need for planning permission.
- 14. Lanchester Food Week**  
To consider the request
- 15. Doras Wood**  
To consider the situation

**16. Friends of Longovicium**

To consider the request

**17. Greencroft Forest Park**

To receive any update on the project

**18. National Pay Award**

2025/26 Pay Agreement – To receive an update and agree the pay award

**19. Financial Information**

To consider the report of the Clerk (attached B)

**20. Accounts for Payment**

Approval/confirmation of payment is requested for payment of accounts as set out below:

D Maddox	Salary (July)	£685.64
L Dodd	Salary (July)	£1608.83
Durham County Council	Pension (July)	£494.02
Post Office	Post	£3.48
Post Office	Post	£3.15
Post Office	Post	£1.70
Microsoft	Subscription	£104.99
Post Office	Post	£8.94
McAfee	Subscription	£103.99
Post Office	Post	£1.74
OASES	Summer Activities	£1660.00
MK Print Solutions	Newsletter	£85.00
AD Purves	Grass Cutting	£3565.45
David Maddox	Salary (August)	£718.04
Laura Dodd	Salary (August)	£1608.83
Durham County Council	Pension (August)	£494.02
Tribune	Stationery	£133.68

**21. Chairperson's Announcements**

**22. Date of next meeting**

To set the date and time for the next meeting