

NORTH LODGE PARISH COUNCIL

Minutes of the Meeting of North Lodge Parish Council held at Arizona Chemical, Vigo Lane, Chester-le-Street on Tuesday 18th June 2013.

PRESENT: Chairman: Cllr. Mrs. E. Forrester
Councillors: Mrs. M. Caygill, Mrs. L. LeDune, Mrs. M. May,
Mrs. D. Prest, Mrs. C. Walton, N. Alderson,
C. Noble-Nesbitt, D. Snaith.
County Councillor: Mr. P. May.
Clerk: Mr. D. Murrell.
A resident

The meeting commenced at 6.30pm with the Chairman welcoming everyone. County Councillor P. May was not present at the commencement of the meeting.

Item 1. 13/59 Apologies for Absence

Apologies for Absence were received from resident Dawn Hartley and PCSO L. Hunter. County Councillor P. May had given apologies for his expected late arrival at the meeting.

Item 2. 13/60 Declarations of Interest

No declarations were made.

Item 3. 13/61 Co-option of Councillor

In the absence of the prospective Councillor, this item was deferred.

Item 4. 13/62 Report of the Police

PCSO Lesley Hunter had provided a written report and this was read by the Clerk (Appendix 1, attached).

In the absence of County Councillor P. May, Councillors agreed to take Item 6 next.

Item 6. 13/63 Adoption of Minutes of Meeting

The Minutes of the Annual Meeting of the Parish Council held on Tuesday 21st May 2013, draft copies of which had been previously circulated, were adopted as a true and accurate record of the Meeting and were duly signed by the Chairman.

Item 7. 13/64 Chairman's Report

Regarding outstanding matters -

a) Re Minute 13/53 section b). Re replacement and new seating, the Vice-Chair presented a report on the present seating throughout the Parish. Councillors then discussed the siting of new seats and agreed that a seat should be provided at each of the following locations - North Road bus stop opposite Lombard Drive (northbound), the Lambton Worm bus stop, Merlin Drive play area, on the top of the Baffle Bank, at Camperdown Avenue and at Low Flatts play area. The Chairman kindly agreed to contact the County Council regarding an outstanding request for a quote for the supply and installation of the seats.

b) Re Minute 13/53 section c). Re a stonemason for stone plaques at the bus shelters at Barley Mow and Northlands roundabout, the Chairman kindly agreed to contact Beamish Museum to see if they were able to assist in any way.

c) Re Minute 13/54 section b). Cllr. Mrs. Caygill kindly agreed to see if the fly-tipping at Low Flatts had now been removed.

The Chairman advised that there were no further matters to report.
Councillors thanked the Chairman.

At this point, County Councillor P. May arrived at the meeting.

Item 5. 13/65 Report of the County Councillor

The Chairman welcomed County Councillor P. May to the meeting and invited him to give his report which included the following matters.

- a) Following the County Council elections, County Cllr. May had attended several training meetings.
- b) County Cllr. May now sat on the AAP Board, the Statutory Licensing Committee, the General Licensing Committee, the Environment and Sustainable Communities Scrutiny Committee and the Fire Authority for County Durham and Darlington.
- c) The County Cllr. was arranging to have pavement lowered at the entrance to Ash Meadows and was looking to see if other areas around the Ward might also benefit from pavement lowering.
- d) Regarding the County Council's Northlands roundabout project, a residents' meeting was to be held on Monday 24th June to be attended by the MP.
- e) Picktree Lane was due to be resurfaced in July. The County Cllr. agreed to Cllr. Mrs. Caygill's request to promote to the County Council the use of quieter road surfacing throughout residential areas.

The Chairman thanked County Councillor May for his report.

Item 8. 13/66 Portfolio Holders' Reports

The Chairman invited Cllr. Mrs. Caygill to give her report.

a) Play Areas Cllr. Mrs. Caygill's report included the following matters.

At Merlin Drive, obscene graffiti had been reported to the Police and County Council. Damaged safety surfacing had been reported to the County Council. Following this, the graffiti had been promptly cleaned by the County Council. At Low Flatts, a regular inspection of the field was being made to monitor any rabbit holes.

The Chairman thanked Cllr. Mrs. Caygill for her report and invited Cllr. Mrs. May to give her report which included the following matters.

b) Publicity

- 1) Cllr. Mrs. May advised that Cllr. Noble-Nesbitt had in hand the production of the draft for the Newsletter.
- 2) Cllr. Mrs. May had attended the first meeting of the AAP following the County Council elections.
- 3) Cllr. Mrs. May then reported on a recent AAP Environment Group visit to various environmental and community involvement projects in the County. Councillors then discussed how the successes of these projects could be applied to the pond area at the Drum Industrial Estate. The Chairman, Vice-Chairman and Councillors Mrs. May, Mrs. Caygill and Mr. Snaith expressed an interest in being involved in this project.

The Chairman thanked Cllr. Mrs. May for her report and invited Cllr. Mrs. Walton to give her report.

c) Horticulture Cllr. Mrs. Walton's report included the matters contained in her written report attached (Appendix 2). In addition,

- 1) As an acknowledgement of the long time taken, the County Council had advised that they would carry the costs for the re-installation of the tree guard.
- 2) Cllr. Noble-Nesbitt had provided the locations of knotweed on the Baffle Bank. The County Council had now sprayed the weeds twice, and would spray again shortly.

- 3) Councillors agreed with Cllr. Mrs. Caygill's suggestion to have the millennium yew tree plaque mounted on a spike in the ground.
- 4) Cllr. Mrs. Caygill reported on the planting of the two flower tubs outside the School in Lombard Drive. The planting had been carried out by children from the School which had also provided funds for the purchase of the plants. The children were taking responsibility for the maintenance of the planting. Cllr. Mrs. Caygill, Cllr. Noble-Nesbitt and his wife had been in attendance.
- 5) Cllr. Mrs. Caygill advised that the stumps of the recently-removed trees to the north of Northlands roundabout had now been ground out by the County Council's contractor but there was considerable mess remaining. The Chairman and Clerk will approach the County Council to have the site tidied.

The Chairman thanked Cllr. Mrs. Walton for her report and invited Cllr. Noble-Nesbitt to give his report.

d) Highways and Website Cllr. Noble-Nesbitt's report included the following matters.

- 1) The footpath at the north-west of the grassed area between North Lodge and Picktree Lodge Estates was again covered in leaves. The Clerk will ask the County Council to clean the path.
 - 2) The draft of the Newsletter would need to be checked prior to it being submitted to the printers. The Chairman kindly agreed to do this.
 - 3) There were no problems with the website which was running well.
- The Chairman thanked Cllr. Noble-Nesbitt for his report and invited Cllr. Snaith to give his report.

e) Planning Cllr. Snaith advised that there were no matters to report.

The Chairman thanked Cllr. Snaith.

f) Finance In the absence of a Portfolio Holder, no report was made.

Item 9. 13/67 Correspondence

- 1) From North Lodge Residents' Association
email re Northlands roundabout.
- 2) From Lloyds TSB
Letter re changes to bank account.
- 3) From Litter Free Durham
email expressing thanks for participation.
- 4) From the County Durham Association of Local Councils
email re Local Councils Working Group.
- 5) From Durham County Council
 - a) email re refreshing the membership of the AAP Environment Task Group.
 - b) Notification of the AAP Board meeting held on Monday 3rd June 2013.
 - c) Notification of the AAP Forum event to be held on Monday 24th June 2013.
 - d) Letter re Neighbourhood Budget Application.
 - e) Letter re "It's Your Neighbourhood" grant.
 - f) Letter re a vacancy for a representative on the Pension Fund Committee.
 - g) email re consultation on the Chester-le-Street conservation area.

- 6) Various planning applications, approvals and refusals from Durham County Council, of which the following were within North Lodge Parish:-
- a) Application for erection of replacement walls and roof to existing conservatory, at 5 Mitford Close.
 - b) Section 73 application to vary condition 2 of planning application 2/13/00008/FUL to allow reduction in size of garage and retention of existing canopy, at 5 Vigo Lane.
 - c) Approval for erection of single storey extension to rear and side of dwelling, new detached garage to rear, bay window and canopy to front and new fencing along south west boundary, at 15 Blind Lane.

Item 10. 13/68 Approval of the Accounting Statements

Councillors discussed the Statements for the year ending 31st March 2013, copies of which had been previously circulated, and agreed to approve the Statements (Appendix 3, attached).
(Resolved - to approve the Accounting Statements for the year ended 31st March 2013).

Item 11. 13/69 Review of the Effectiveness of the System of Internal Audit

Councillors discussed the system and agreed that it was robust and effective.

Item 12. 13/70 The Annual Governance Statement

Councillors discussed the Annual Governance Statement for 2012 / 2013, copies of which had been previously circulated, and agreed to approve the Statement.
(Resolved - to approve the Annual Governance Statement for 2012 / 2013).

Item 13. 13/71 An Overall Amount for Donations

Councillors discussed an overall amount for donations during the financial year 2013 / 2014 and agreed an amount of £500.
(Resolved - to set an overall amount of £500 for donations during the financial year 2013 / 2014).

Item 14. 13/72 Requests for Donations

Councillors discussed the outstanding requests for donations and agreed to make a donation of £50 to the Great North Air Ambulance. In recognition of Arizona Chemical providing the Council meeting room free of charge, Councillors also agreed to make a donation of £100 to the Army Benevolent Fund.

Item 15. 13/73 Review of Allowances, Salaries, Wages and Expenses

Councillors discussed these payments and agreed that no changes should be made except for the Clerk's salary which is subject to the national agreement.

Item 16. 13/74 Payment of Accounts

TO	AMOUNT	REASON	VAT
D. Murrell		Salary/Exps. June 2013	
Durham County Pension Fund		Clerk's Pension June 13	
E. Forrester	£150.00	Chair's Quarterly Allowance	
DSJ Property Services	£1300.00	Repairs to Bus Shelters	
HM Revenue & Customs	£216.60	PAYE	
Pot-It-On	£562.94	Horticulture	

(Resolved - the payments be approved as submitted).

Item 17. 13/75 Other Matters for Consideration

The following matter was submitted for consideration.

Cllr. Mrs. LeDune advised that the forecourt of the electricity sub-station at Leander Avenue was overgrown with weeds. The Clerk will report this to the electricity company.

The Chairman closed the meeting at 8.53pm.

North Lodge Parish Council

Accounts for the month as submitted to the Meeting of North Lodge Parish Council held on Tuesday 16th July 2013.

TO	AMOUNT	REASON	VAT
D. Murrell		Salary/Exps. July 2013	
Durham County Pension Fund		Clerk's Pension July 13	
Great North Air Ambulance	£ 50.00	Donation	
JAK Print & Design	£384.00	Printing of Newsletters	£64.00
Pot-It-On		Horticulture	

Balance to 30th June 2013

Balance b/f	£38354.61	Balances at Bank:-	
Deduct Payments - June 2013	<u>£ 2903.12</u>	Current	£ 160.11
	£35451.49	30 Day	<u>£40829.36</u>
Add Grants Received	<u>£ 5400.00</u>	Total	£40989.47
	£40851.49		
		Deduct cheques not yet presented	<u>£ 137.98</u>
Balance c/f	£40851.49		£40851.49