

## NORTH LODGE PARISH COUNCIL

Minutes of the Meeting of North Lodge Parish Council held at Park View School, Lombard Drive, Chester-le-Street on Tuesday 19<sup>th</sup> June 2018.

PRESENT: Chairman: Councillor Elsie Forrester.  
Councillors: Margaret Caygill, Maureen May, Patrick Driscoll,  
Dennis Hall, Colin Noble-Nesbitt, John Waugh.

County Councillor: Craig Martin.

Clerk: David Murrell.

The Chairman commenced the meeting by welcoming everyone.

### **Item 1. 18/60 Apologies for Absence**

Apologies for Absence were received from Councillors Jackie Gregory and David Snaith.

### **Item 2. 18/61 Declarations of Interest**

Cllr Margaret Caygill declared an interest as a Governor of Park View School. Cllr Maureen May declared an interest as a member of North Lodge Property Owners' Association.

### **Item 3. 18/62 Report of the County Councillor**

The Chairman invited County Councillor Craig Martin to give his report which included the matters contained in his written report below -

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#### **Vigo Lane Road Improvements Petition**

I received a phenomenal response from my petition demanding the Council put in a crossing by Picktree Lodge and improve Vigo Lane's road. Getting 56 signatures, which is quite a large number when you compare it to other petition responses and the size of the population you're asking. The Council have refused to put a crossing in place, stating there is no need for it with the number of pedestrians in the area. I very much dislike this response considering there will be islands put in place outside the new developments. There will be improvements to the road network. With right turn areas and lay-bys for bus stops. Along with an extended right turn area to access Penshaw View (I was hoping for something more substantial at this junction). To ensure that waiting cars don't block the flow of traffic. A final decision on the highway improvements is yet to be made. I will be continuing to apply pressure on this matter.

#### **20 mph consultation**

I've put letter asking residents if they want a 20 mph. In areas where residents have indicated there is want for it. The locations are

- Lombard Drive, Hampton Court, Leander Avenue, Merlin Drive, Sinclair Drive, Napier Close, Caxton Way, Mitford Close
- Picktree Lodge
- Broadway, Tudor Road, Atkinson Road, Hadrian Avenue, Appledore Gardens
- The purpose of the letters is to find out what the actual mood of residents is. Rather than the couple of individuals who have contacted me requesting it. I'll be waiting to ensure all responses are back before acting on anything.
- Kind regards,

### **Cllr Craig Martin**

North Lodge and Chester-le-Street

[craig.martin@durham.gov.uk](mailto:craig.martin@durham.gov.uk)

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In addition, 1) The County Cllr will discuss with the Parish Council the responses to his 20mph consultation. 2) The County Cllr was still seeking responses re the damaged metal cover in Blind Lane and re the copse of trees alongside the A693. 3) The County Cllr provided an update re the occupancy of the land at the Drum pond. 4) Re usage of the services of the Neighbourhood Wardens, the County Cllr advised that it was necessary for residents to report incidents by the "Do it online" facility so that evidence could be built up. 5) The County Cllr confirmed that the repair of the grassed area at Merlin Drive was on the County Council's work list. 6) Councillors agreed with Cllr Hall that it was bad practice by the County Council to prevent residents from initiating contact with individual officers.

The Chairman thanked the County Councillor for his report.

#### **Item 4. 18/63 Adoption of Minutes of Meeting**

The Minutes of the Annual Meeting of the Parish Council held on Tuesday 15<sup>th</sup> May 2018, 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 5. 18/64 Chairman's Report**

Regarding outstanding matters -

- a) Re Minute 18/51 section 2). Re the FixMyStreet website, Cllr Noble-Nesbitt advised that he was now considering an alternative approach to asking a question at a County Council meeting.
- b) Re Minute 18/51 section 5). Re a Christmas tree at Northlands roundabout, the County Cllr advised that there was a choice of size. Councillors agreed that a large tree would be preferable.
- c) Re Minute 18/53. The Chairman confirmed that the damaged noticeboard at Leander Avenue had now been removed and disposed of.
- d) Re Minute 18/54 section d2). Cllr May advised that the plants from the flower beds had been removed and taken away by the County Council and had not been given to the Parish Council.

The Chairman's report included the matters contained in her written report below -

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## NORTH LODGE PARISH COUNCIL. MEETING 17.6.201

### Chairmans Report.

#### 1.AAP Information

Chairman 2018/2019.Mr Jake Rawlings.(Public Representative ).With immediate effect.

1.Future Priorities of the AAP.Support the town and surrounding villages. Main problems are poverty,obesity,alcohol,dugs,chid poverty,mental health,More help to be given to everyone who is applying for Universal Credit.

2.Police Working hard on neighbourhood policing in areas classed as deprived.Again the problems are usually caused by alcohol and drugs.Police were asked if they had had any reports of gas and aerosol cans been found in the area as comments had been made to AAP board member.Police had no reports but they will investgate.

3.Fire and Rescue Servicies.Busy month.Fires reported were 2 Refuse tipping, 5 Grass 3 Gorse,5 Road side bushes. 1 Wheelie Bin. 2 Doors at a derelict building. 1 Rubbish left on a Golf Course.

4.Flood Prevention Scheme Update. Public Consultations,designs and all ground investigations are completed,Bids for funding are in progress Hope to start work on the project November 2018 and complete March 2020.

5.ICC Cricket World Cup 2019 DCC Emirates Riverside Ground.Chester le Street. Games to be played here are :- Friday 28<sup>th</sup> June 2019 Sri Lanka vs South Africa. Monday 1<sup>st</sup> July 2019 Sri Lanka vs West Indies. Wednesday 3<sup>rd</sup> July 2019 England vs New Zealand.The World Cup Final will be played at Lords July 23<sup>rd</sup> 2019. The players will be staying at the following hotels whilst in this area.Crown Plaza Newcastle.Hilton Gateshead.Ramside Hall Durham. Chester le Street must be well prepared for this major event, More information asap.

#### 2.ENVIRONMENTAL INFORMATION.

1.Durham Woodland Revival This is to restore County Durham Woods for people,timber,and all types of wild life.4 Year plan hoping to start summer 2019 if and when funding is available( £1 million will be needed), In Bloom 2018 first judging as take place.Reported best judging ever in areas, Excellent report for the Camperdown Park possibility of an award

2.Request for funding from Cornerstones Centre for the Community.The funding to be used to rejuvenate the garden area at the front of the building. To purchase top soil,compost,shrubs,plants,planters,and bark. All work to be carried out by volunteers old and young ( 6 different uniformed organisations use the premises ages 5-18) £500 is requested) Task Group agreed this was an excellent request and recommend that it be passed to AAP for consideration.

### 3.CDAC INFORMATION..in

1.Chairman 2018/2019 Mr M Taylor.Winston Parish Council. Vice Chairman Mr R Harrison.Sacrison Parish Council.

2.Finance. £95.000.pp.£50.000.00p in a high interest account Subscriptions are decreasing more every year..

3.Durham City now has a new council. Need to join CDAC.

4 Closure of County Hall ??? It is hoped that CDAC would be allocated a base in any new premises.If not they would have to look else where. (Are any councils able to help if this becomes a problem).

1.GDPR. <sup>Office</sup> This is no longer needed for smaller councils. Some larger councils are still having major problems. All Councils must realise that GDPR is not the responsibility of the Parish Clerk but the responsibility of all the "Councillors". Contact Steve Ragg for help and Information with regard to any training that may be available for GDPR..

4.Are Parish Councils holding "Paper documents" for longer than is needed. Please destroy asap. If not needed.

5."Parish Clerks" The work of the Parish Clerk is now becoming horrendous .There is to much work for to little salary. Smaller councils are having the most problems .They are not able to pay salaries for the amount of hours that the clerk is having to work. Recently three clerks have resigned in the County and trying to replace them is becoming impossible. It has been suggested that if you have a parish newsletter that an article should be put in each year showing how much work and hours the clerk works. April 2019 there will be a new set of pay scales for salaries for hours that the Parish Clerk works.

6.Do Parishes give community awards every year.This is popular in some areas.Do you know any one who would deserve such an award.This would promote and "benefit" your Council.

7.Councillors in the Dales worried about the closure of the 6<sup>th</sup> Form Centre at At St Annes school in Wooslingam for 2 years at least.!!!!!!!..

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Councillors thanked the Chairman for her report.

**Item 6. 18/65 Portfolio Holders' Reports**

The Chairman invited Cllrs May and Driscoll to give their reports which included the matters contained in the written reports below -

**a) Horticulture**  
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**NORTH LODGE PARISH COUNCIL MEETING  
HORTICULTURE REPORT  
19 June 2018**  
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**County Councils Responsibilities (Flower Beds)**

Durham County Council has emptied all flower beds of old bedding, preparing them for the summer bedding to be planted.

**Vigo Lane flower bed**

Mystery of the disappearance of the flower bed in this area. John Reed, Head of Highways has been contacted, and has investigated. Unfortunately, due to so many utility companies being active in Vigo Lane, Highways Design Engineer was unaware that the flower bed was provided by the Parish and maintained by Clean and Green.

Following the completion of the utilities work, the County Council will begin the highways work in July. As part of this work Highways will arrange to have the flower bed re-planted at a different location. Negotiations are now on-going.

**Parish Council Responsibilities**  
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- **North Lodge Lambton Park**

We have had no positive response from Durham County Council, re - a solution to protecting this area from falling leaves. Suggestions have been made to consider employing a part time leaf collector to collect and dispose of the leaves during September, October, November and December. Further discussions required.

- **Sub Station near to Northlands shrub bed**

Powergrid have removed unsightly dead Ivy from top and sides of substation.

- **Picktree Lodge Diamond Jubilee flower beds**

Horticulture team are happy to allow Highway England etc. to place works compound in this area. Discussion with Parish Councillors and Highway England re the replanting etc. will take place at a later date.

**Environmental Caretaker**  
No unusual issues have occurred.

# NORTH LODGE PARISH COUNCIL

**Parish Council/Gardeners Responsibility.**

**06/05/18 –10/06/18**

Description	Comment	Present Month/Hrs	Accumulation
	Total Hours	29	194
Shrub Bed close to northlands Roundabout.			21.5
Tubs at North Road near to Northlands Roundabout.			1.5
Bus Shelter –Northlands (North Bound)	Cleaning, tidying, sweeping.	1.0	6.0
Flower/Shrub Beds (Back and two sides).	Cut grass, plus edging	1.0	10.5
Checking of Low Flatts Play Area – Hawthorn Hedge.			9.0
Flower Bed at entrance to Longdean Park.			16.5
Shrub Bed within Longdean Park.	Cut back, weeded and tidied.	5.0	5.0
Bus Shelter North Road – opposite Lambton Worm pub (South Bound).	General maintenance.	0.5	5.0
Bus Shelter North Road –Lambton Worm pub (North Bound). No flowers	Cleaning and tidying	0.5	5.0
Raised Shrub Beds North Road			6.0
Flower Beds at entrance to North Lodge (Lambton Park).	Cleared ground, cut grass, weeded, rotavated, plus planting, feeding, watering of geraniums.	14.5	27.0
Tubs at Lambton Park entrance.			
Bus Shelter – North Lodge Estate (South Bound). No flowers.	Sweeping and cleaning.	0.5	5.5
Millennium Flower Bed at entrance to Lombard drive.			15.5
Jubilee Tree at Entrance to Lombard Drive.			

<b>Description</b>	<b>Comment Total Hours</b>	<b>Present Month/ Hours</b>	<b>Accumulation</b>
Bus Shelter – North Lodge Estate (North Bound). (Flowers on north side).	General maintenance and tidying flowers.	1.0	7.0
Bus Shelter. Barley Mow Inn (South Bound).	Cleaning and sweeping.	0.5	5.75
Bus Stop. Barley Gate, Vigo Lane. No flowers			1.0
Bus Shelter. Ambleside Court Vigo Lane. (Laurel on West side)	General maintenance.	0.5	3.25
Flower Bed around plinth – bottom and top at entrance to Picktree Lodge.	Cleared out plinth, planted, fed and watered top and bottom.	3.0	18.0
Planting of flowers below wall opposite plinth at entrance to Picktree Lodge.			
Bus Shelter (Glass) in Picktree Village.	Cleaning, tidying and sweeping	0.5	3.25
Bus Shelter. Ash Meadows, Picktree Village Flower/shrub bed both sides.	General maintenance.	0.5	6.25
Small Shrub/Flower Beds in Picktree Village (opposite Mr & Mrs Kirkup).			4.5
Heather Bed at Picktree Village.			8.0
Daffodil planting.			
Handyman.			3.0

Councillor Patrick Driscoll/ Councillor Maureen May

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In addition, 1) Cllr Caygill requested a review of the horticultural service to ensure that value for money was being obtained. 2) Cllrs May and Driscoll are to produce proposals for the ongoing maintenance of the Northlands shrub bed. 3) Following further damage to plants at the Picktree Lodge plinth, Cllr Noble-Nesbitt suggested that proposals should be drawn up to reduce the likelihood of future problems there. 4) Re the entrance to Lambton Park, the County Council had advised Cllr May that, should the County Council take back responsibility for the area, they would do nothing more than cut the grass there. Councillors considered this to be an unsatisfactory option and, therefore, further consideration needed to be given to find a solution. The Chairman thanked Cllrs May and Driscoll for their reports and invited Cllr Waugh to give his report.

**b) Finance**

Cllr Waugh advised that he had received the most recent financial information and was satisfied that the Council's finances were in order.

The Chairman thanked Cllr Waugh for his report.

**c) Publicity**

Cllr Forrester advised that all matters had been contained in her Chairman's Report earlier in the meeting. Cllr Hall was invited to give an update on the introduction of the General Data Protection Regulation and he considered that the lobbying in Parliament by groups such as the National Association of Local Councils had been successful in obtaining an amendment so that Parish Councils would not now be required to appoint a Data Protection Officer.

The Chairman thanked Cllr Hall for his report and invited Cllr Caygill to give her report which included the matters contained in her written report below -

**d) Play Areas**

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**PLAY AREAS**

Both Merlin Drive and Low Flatts Play Areas appear to be in good working order.  
The nails in the safety surface at Low Flatts have been removed.

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The Chairman thanked Cllr Caygill for her report and invited Cllr Noble-Nesbitt to give his report which included the following matters.

**e) Highways and Website**

1) Cllr Noble-Nesbitt had alerted Highways England to recurring problems of Japanese Knotweed and a motorway fence gate being ajar at the Baffle Bank/Merlin drive area. Responses were awaited. 2) The yellow line parking restrictions in Lombard Drive were being ignored by some inconsiderate drivers. The Clerk will contact the County Council to request the more regular attendance of the Traffic Wardens. 3) The work by Highways England at the entrance to Picktree Lodge had halted temporarily, as planned, and would re-commence in a few weeks when a compound would be established on the grassed area there.

The Chairman thanked Cllr Noble-Nesbitt for his report.



**f) Crime and Community Safety**

In her absence from the meeting, Cllr Gregory had provided the written report below, prepared by the Police -

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Burglary 0

Theft 0

Criminal damage 0

Anti-social behaviour 0

Our Activity Week will commence on Monday 13<sup>th</sup> –Friday 17<sup>th</sup> August 2018

Many thanks

Christine Taylor

PCSO 6389

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**g) Planning**

In his absence from the meeting, Cllr Snaith had arranged for the County Council Planning Department to provide an up-date (below) re the fence at the Avant Homes housing development in Vigo Lane.

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Many new housing developments of the scale of the former BOC site require Sustainable Urban Drainage Systems which look to reduce rainwater run-off discharge from the increased impermeable surfaces. These often result in drainage basins within the sites themselves, and the Avant site has one opposite the Barley Mow PH.

As a result, these features are not adopted by the Council for future maintenance generally as the costs are more than if a developer sets up a management company to maintain the landscaping on behalf of the residents. This is what is to happen at Vigo Lane and so the railings would be maintained by the management company set up by Avant as part of their remit for the whole site.

I trust that the above assists in informing the parish council at the next meeting.

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**Item 7. 18/66 Correspondence**

1) From Community Lincs Insurance Services  
Privacy Statement.

2) From County Durham Association of Local Councils

- a) Email re NALC Constitution.
- b) Email re Principal and Local Councils working together.
- c) Email re Local Councils referrals to the Planning Committee.

3) From Durham County Council

- a) Email re AAP Environment and Community Safety Task Group.
- b) Approval of Neighbourhood Budget application for raised flower bed.
- c) Letter re consultation on Durham County Council's Gambling Statement of Principles.

- 4) Various planning applications, approvals and refusals from Durham County Council, of which the following were within North Lodge Parish:-
- a) Application for removal of 1 x Willow tree, at 6 North Lodge.
  - b) Application for two storey side extension, single storey rear extension, single storey garage to side and porch to front, at 48 Lyndhurst Avenue.
  - c) Application for replacement single storey rear extension, at Northgate, North Road.

**Item 8. 18/67 Items Requested by Councillors**

**Portfolio Holders' Responsibilities**

In the absence from the meeting of Cllr Gregory who had requested this item, Councillors agreed to carry it over to the next meeting.

**Item 9. 18/68 Preparation of the Newsletter**

Cllr May provided an update on progress to date. The Chairman thanked Cllr May for all her work in preparing the Newsletter.

**Item 10. 18/69 Approval of the Annual Governance Statement**

Councillors discussed the Annual Governance Statement for 2017 / 2018, copies of which had been previously circulated, and agreed to approve the Statement.

**(Resolved** - to approve the Annual Governance Statement for 2017 / 2018).

**Item 11. 18/70 Approval of the Accounting Statements**

Councillors discussed the Statements for the year ending 31st March 2018, copies of which had been previously circulated, and agreed to approve the Statements.

**(Resolved** - to approve the Accounting Statements for the year ending 31st March 2018).

**Item 12. 18/71 An Overall Amount for Donations**

Councillors agreed an overall amount of £250 for donations in the year 2018 / 2019.

**(Resolved** - to set an overall amount of two hundred and fifty pounds for donations in the financial year 2018 / 2019).

**Item 13. 18/72 Review of Chairman's Allowance, Salaries, Wages and Expenses**

The Chairman left the room whilst the Chairman's Allowance was discussed. Councillors agreed to set the Allowance for 2018 / 2019 at £660. Cllr Hall considered that in future years the Allowance should be reviewed with consideration for changes in the Retail Price Index.

**(Resolved** - to set a Chairman's Allowance of £660 for the year 2018 / 2019).

The Clerk left the room whilst his salary and expenses were discussed. Following this, the Chairman and the Clerk are to clarify certain aspects of the Clerk's current terms.

Councillors agreed that the terms for horticultural and environment work by Pot-It-On were to remain unchanged.

**Item 14. 18/73 Payment of Accounts**

TO	AMOUNT	REASON	VAT
Salaries	£ 497.09	Salaries June 2018	
Expenses	£ 80.00	Expenses June 2018	
Pot-It-On	£ 190.00	Environment Care June 2018	
Pot-It-On	£ 541.80	Horticulture June 2018	
E. Forrester	£ 150.00	Chair's Quarterly Allowance	
HM Revenue & Customs	£ 225.20	P.A.Y.E.	
RTC Safety Surfaces Ltd	£4978.80	Repairs to Safety Surfacing	£829.80
DSJ Property Services	£ 75.00	Removal of Noticeboard	
<b>Total Payments</b>		<b>£6737.89</b>	

**(Resolved** - the payments be approved as submitted).

**Item 15. 18/74 Other Matters for Information**

- 1) Cllr Driscoll up-dated Councillors re damage by nails to the safety surfacing at Low Flatts play area. Cllr Caygill will continue to monitor for any further incidents.
- 2) The County Cllr advised that he was continuing to push for a play area to be included in the plans for the new housing development at the former Arizona Chemical site in Vigo Lane.

The Chairman closed the meeting at 8.47pm.

## North Lodge Parish Council

Accounts for the month as submitted to the Meeting of North Lodge Parish Council held on Tuesday 17<sup>th</sup> July 2018.

TO	AMOUNT	REASON	VAT
Salaries	£	Salaries July 2018	
Expenses	£ 80.00	Expenses July 2018	
Pot-It-On	£	Environment Care July 2018	
Pot-It-On	£	Horticulture July 2018	
JAK HQ Ltd	£ 280.00	Printing of Newsletters	
Durham County Council	£2825.57	Annual Bedding	£470.93

**Total Payments    £**

## Balance to 30<sup>th</sup> June 2018

Balance b/f	£47925.83	Balances at Bank:-	
Deduct Payments - June 2018	<u>£ 6737.89</u>		
	£41187.94	Current	£ 5722.75
		30 Day	<u>£41643.99</u>
		Total	£47366.74
Add Barrels Sold	<u>£ 200.00</u>		
	£41387.94	Deduct cheques not yet presented	<u>£ 4978.80</u>
Add Grant Received	<u>£ 1000.00</u>		
Balance c/f	£42387.94		£42387.94