

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 18th June 2019.

PRESENT: Chairman: Councillor Jackie Gregory.
Councillors: Margaret Caygill, Elsie Forrester, Maureen May, Patrick Driscoll, Colin Noble-Nesbitt, John Waugh.
County Councillor: Craig Martin.
Clerk: David Murrell.

The Chairman commenced the meeting by welcoming everyone.

Item 1. 19/57 Apologies for Absence

Apologies for Absence were received from Councillors Dennis Hall and David Snaith.

Item 2. 19/58 Declarations of Interest

Cllr Margaret Caygill declared an interest as a Governor of Park View School.

Item 3. 19/59 Report of the County Councillor

The Chairman invited County Councillor Craig Martin to give his report which included the following matters -

1) A reply regarding aspects of liaison between the County and Parish Councils had now been received from the County Council Director of Transformations and Partnerships. The Chairman advised that she would ask the Policy and Governance Portfolio Holder to present the reply at the next Parish Council meeting. 2) Re Highways England work at the entrance to Picktree Lodge, HE would hold a public information session on 28th June at Barley Mow Village Hall. 3) Re HGV's at Queensmere, a reply had been received from the County Council who considered that no action needed to be taken. The Chairman advised therefore that Councillors should note details of any further occurrences so that a case could be presented to the County Council. 4) Re the land still requiring reinstatement at Merlin Drive, the dispute continued as to which organisation should carry out the work. The County Cllr will continue to pursue this with the County Council. 5) The County Cllr was asked to consider funding, from his Neighbourhood Budget, for path repairs at Lyndhurst Avenue/North Road and Picktree Lodge/Caxton Way. The Chairman thanked the County Councillor for his report.

Item 4. 19/60 Adoption of Minutes of Meeting

The Minutes of the Annual Meeting of the Parish Council held on Tuesday 21st May 2019, 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. 19/61 Chairman's Report

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

North Lodge Parish Council

Chairman's Report June 2019

Having walked around the Parish, I see that the area flower beds are now being prepared for the summer planting by Durham County Council and the Parish Council gardener. Once these flowers are in full bloom, I am sure the area will look fabulous. Last year, compliments were received from residents and visitors on how colourful the area looked.

On behalf of the Parish Council, I signed three letters of thanks for services to the community. One letter was sent to the retiring Chief Constable of Durham Constabulary, Mr Mike Barton. Mr Iain Veitch, Headmaster of Park View School, Chester-le-Street and Mrs Morag Wilson, Head of Park View Lower School, North Lodge, who are also both retiring this summer, each received a letter.

Mr Cozens, a horticultural Officer from Durham County Council (DCC) visited Blind Lane where two new flower beds are to be installed on the verge near the Castle View Nursery entrance. Mr Cozens was also asked to consider the potential obstruction that tree growth may pose to both pedestrians and vehicles in North Road. Such an issue had been raised by a Parish Councillor's report at the Council meeting in May. Due to current heavy work commitments, Mr Cozens would not be available until July/ August to assess the trees in that location. The precise date for his visit is to be arranged.

With regard to issues involving grass verges, trees and bushes, Mr Cozens advised that councillors should visit local residents to gauge their views. Evidence of local opinion helps with resolving a problem quickly. It also supports DCC when dealing with companies who have failed to reinstate an areas to an acceptable standard.

The partial re-surfacing of the A693 Blind Lane was completed at the beginning of June. However, on the 18th June, a small area of the new road surface had to be dug up to lay cables to a roadside cabinet. Whilst the road surface was made good, the cabinet appears damaged with tape securing the door. I have reported this to DCC.

With the long summer days and hopefully an improvement in the weather, I hope Councillors continue with their hard work to keep improving the Parish area.

Councillors thanked the Chairman for her report.

Regarding outstanding matters -

- a) Re Minute 19/51 section b). Re money for artwork for the Drum Industrial Estate, the County Cllr now believed that the most likely outcome would be that the money would be spent on improved road signage.
- b) Re Minute 19/51 section d). Re ownership of the verge under the Sustrans bridge at North Road, local enquiries had not established ownership. The Clerk will make further enquiries at the Land Registry.
- c) Re Minute 19/51 section e). Re litter blowing from the Drum Industrial Estate, the Chairman advised that Councillors should gather evidence whenever possible. The County Cllr will seek the help of the Neighbourhood Wardens.
- d) Re Minute 19/51 section f). Re tree lights for Picktree Village, Cllr May advised that she will provide an update at next month's Council meeting. The County Cllr advised that, unfortunately, the tree at Northlands roundabout was probably dead although no decision had yet been made on a course of action.
- e) Re Minute 19/51 section g). Cllr Driscoll advised that the tree branches at Merlin Drive play area had not yet been removed and had now been covered over again by weeds. The branches would probably now remain there at least until the County Council next strimmed the weeds.
- f) Re Minute 19/52 section c). Re the worn road surface at the south end of Lyndhurst Avenue, the Clerk will contact the County Council asking for an assessment to be made. Re overhanging trees on North Road, Cllr Caygill had been advised by the school Premises Manager that the school had this in hand.
- g) Re Minute 19/56 section 2). Re the notice board at Merlin Drive, the Chairman, Cllr Caygill and the Clerk had separately observed that there was no condensation on the inside pane.
- h) Re Minute 19/56 section 5). Re the report of bad behaviour by some pupils of Park View School, Cllr Caygill outlined the School's deeply apologetic response.

Item 6. 19/62 Portfolio Holders' Reports

The Chairman invited Cllr Caygill to give her report which included the matters contained in her written report below -

a) Play Areas

MERLIN DRIVE

all equipment appears to be in good order.

LOW FLATTS

All equipment appears to be in good order.

The old waste bin still needs to be removed from the fenced area.

Enquiries are being made about a notice for the Sustrans exit from the Play Area as dog waste bags are still being dumped there.

I have spoken to Barry Alderson above the raised edges around the safety surfacing in both areas and he will have them monitored.

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

b) Highways and Website

1) The County Council had advised that a footpath at Picktree Lodge had been cleared but it appeared not to have been. Cllr Noble-Nesbitt will consider what further action is necessary. 2) The County Council would schedule for July or August an inspection of trees on North Road. The County Cllr will approach the County Council to see if an earlier inspection can be made.

3) Footpaths at Picktree Lodge had recently been re-furbished to a good standard by the County Council.

The Chairman thanked Cllr Noble-Nesbitt for his report and invited Cllr Waugh to give his report.

c) 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 and invited Cllr Forrester to give her report which included the matters contained in her written report below -

d) Publicity

NORTH LODGE PARISH COUNCIL MEETING 18TH JUNE 2019.

INFORMATION FROM AAP/TASK GROUPS/CDALC..

AAP. NEW CHAIR PERSON. MRS JOYCE ROBERTS. BUSINESS REP. VICE CHAIR TO BE APPOINTED ASAP.

OVERVIEW OF THE WORKING OF THE AAP.

CLL CRAIG MARTIN NEW MEMBER OF AAP.

YMCA. INFORMATION – NEW STEERING GROUP IN PLACE TO WORK WITH ORGANISATIONS TO HELP WITH ANY PROBLEMS OR ISSUES THAT MAY BE PARTICULAR TO RESIDENTS, AND ALSO TO INCREASE THEIR PRESENCE AND PEOPLES PERCEPTION OF THE PROJECTS THAT WILL BE FORTH COMING IN THE FUTURE. (MR DAVID M CREADY).

POLICE. E. BIKES HAVE DONE IN EXCESS OF 200 MILES. EACH USED IN 24/7 HOT SPOTS. ALSO USED TO SEARCH FOR A LADY MISSING FROM HOME IN FERRY HILL DURHAM LADY WAS LOCATED. BIKES ARE VERY POPULAR WITH STAFF, BUT OFFICERS NEED MORE PROFICIENCY TRAINING. POLICE ARE WORKING WITH LOCAL SCHOOLS AROUND ALCOHOL MISUSE AND COLD WATER SHOCK ETC AROUND THE RIVERSIDE AREA. ESPECIALLY DURING THE SUMMER HOLIDAYS.

FIRE. INFORMATION GIVEN.

CDALC. COUNCILORS MUST ALWAYS REMEMBER THAT THEY ARE THERE TO REPRESENT THE COMMUNITY AND NOT SAY "I" THEY MUST ALWAYS MAKE IT CLEAR THAT THEY DO NOT MAKE ANY DECISIONS ON THEIR OWN. ALSO IF THEY BELONG TO ANY TYPE OF "PRESSURE" GROUP THEY MUST ALWAYS DECLARE IT AND DO NOT PUT ANY IDEAS OF THE "PRESSURE" GROUP FORWARD FUNDING MUST NOT BE USED FOR POLITICAL PURPOSES. COUNCILLORS MUST ALSO REMEMBER THAT THEY REPRESENT ALL RELIGIONS, AND ALL COLOURS AND CREED OF PEOPLE.

NEW CODE OF CONDUCT TO BE ISSUED SHORTLY.

PARISH CLERKS MUST BE TRAINED AND UP TO CORRECT STANDARDS AND QUALIFICATIONS.

COUNTY HALL DURHAM CITY 16.7.2019. OPERATION "LONDON BRIDGE". I WILL BE ATTENDING THIS MEETING.

REMEMBER CHESTER FEST. 22.6.2019 11AM-9PM UNTIL 23.6.2019 11AM-6PM.

WORLD CRICKET

Cl. Emond. BA.

The Chairman thanked Cllr Forrester for her report.

e) Crime and Community Safety

Cllr Gregory gave her report which included the matters contained in her written report below -

Crime and Community Safety Report 18th June 2019

Crime

Vehicle crime x 2 Theft of fuel from a vehicle on the Drum Industrial Estate.
Damage to a vehicle at Wear Lodge.

No reports of any other crimes.

Community Safety

Thank you to David for sending 'In the Know' information to Councillors.

For non emergency telephone calls to Police, use telephone number 101

For emergency telephone calls to Police, use telephone number 999

Councillors thanked Cllr Gregory for her report.

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

f) Horticulture

NORTH LODGE PARISH COUNCIL MEETING

HORTICULTURE REPORT

18 June 2019

Durham County Councils Responsibilities

- **Flower Beds**

All flower Beds will be planted up with summer bedding very shortly. The two new flower beds in Blind Lane will also be dug in the near future.

Parish Council Responsibilities.

- **Blossom Trees at entrance to North lodge, Lambton Park**

Graham Cozens (Durham County Council) has agreed to assess these trees regarding the need to trim/crown them. The outcome will be reported back to the Parish Council next month

- **Uncultivated piece of land under bridge close to Wheatsheaf Pub on North Road**

Both Sustrans and Owners of the Wheatsheaf pub have been contacted. They both state that the land in question does not belong to either of them. Following this, Durham Land Registry Office has been contacted, who have sent the required form to be completed for the search of this area's title.

- **Summer Bedding**

Costs to-date

Geraniums (108 @ 65p each = £70.20)	
3 bags of compost	= £18.00
Slug pellets	= £ 4. 50
Plant Food	= £ 4. 00

All other bedding will cost – 6 pack = £1.50 (quantities to be confirmed in July's report.

- **Trees from houses in North Road (Left hand side – going south) overhanging footpath etc.**

Councillor May and Councillor Gregory met with Graham Cozens (Durham County Council), who suggested himself meeting with the Highways Portfolio Holder for the Parish Council to discuss this issue.

Environmental Caretaker

No major issues reported

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Councillor M May & Councillor P Driscoll (Horticulture Portfolio Holders)

**NORTH LODGE PARISH COUNCIL
YEAR 2 AUDIT**

Parish Council/Gardeners Responsibility.

DATE 06/05/19 – 09/06/19

No.	Description	Comment	Present Month/Hrs	Accumulation
		Total	28	224
		Hours		
1	Shrub Bed close to northlands Roundabout.	Cleared shrub bed and started summer planting.	4.0	37.0
3	Tubs at North Road near to Northlands Roundabout.	Cleared tubs and started summer planting.	3.0	10.5
1	Bus Shelter –Northlands (North Bound)	Tidying bus stand, cleaning seat.	1.0	9.0
3	Flower/Shrub Beds (Back and two sides).			11.5
1	Checking of Low Flatts Play Area – Hawthorn Hedge.			
1	Flower Bed at entrance to Longdean Park.			0.5
1	Shrub Bed within Longdean Park.			5.0
1	Bus Shelter North Road – opposite Lambton Worm pub (South Bound).	General maintenance.	0.5	4.25
1	Bus Shelter North Road –Lambton Worm pub (North Bound). No flowers	Tidying bus stand. Cleaning seat.	1.0	8.5
2	Raised Shrub Beds North Road			
2	Flower Beds at entrance to North Lodge (Lambton Park).	Tidied bed, rotovated, bed preparation and summer planting.	6.0	26.0
2	Tubs at Lambton Park entrance.	Cleared tubs and Summer planted.	2.0	5.0
	Bus Shelter – North Lodge Estate (South Bound). No flowers.	Tidying and maintenance.	0.5	4.75
6	Tubs in North Road. Near to the Living Christmas Tree.	All tubs Summer planted after tidying and clearing.	3.0	3.0

1	Millennium Flower Bed at entrance to Lombard drive.			22.0
No.	Description	Comment	Present Month/Hrs	Accumulation
		Total Hours		
1	Jubilee Tree at Entrance to Lombard Drive.			3.0
3	Tubs in Lombard Drive, - near school			
1	Bus Shelter – North Lodge Estate (North Bound). (Flowers on north side).	Cleaned bus stand and seat.	1.0	14.75
1	Bus Shelter. Barley Mow Inn (South Bound).	Tidying bus stand, cleaning seat.	1.0	7.0
	Bus Stop. Barley Gate, Vigo Lane. No flowers.			
1	Bus Shelter. Ambleside Court Vigo Lane. (Laurel on West side)	Tidying bus stand, cleaning seat.	1.0	7.0
2	Flower Bed around plinth – bottom and top at entrance to Picktree Lodge.	Cleared top of plinth and replanted	1.0	24.5
1	Planting of flowers below wall opposite plinth at entrance to Picktree Lodge.			
1	Bus Shelter (Glass) in Picktree Village.	General cleaning.	0.5	3.75
2	Bus Shelter. Ash Meadows, Picktree Village Flower/shrub bed both sides.	General cleaning	0.5	5.0
3	Small Shrub/Flower Beds in Picktree Village.			10.0
1	Heather Bed at Picktree Village.			
	Daffodil planting.			
	Handyman.	Varnished Seat near Low Flatts play area	2.0	2.0

In addition, 1) Councillors agreed to take back responsibility for the bed at the stone-built bus shelter in Picktree Village. 2) Cllr May will ask the County Council why there were no Cordylines planted in some beds. 3) Cllr Caygill advised that ground elder in the Northlands bed required early attention. 4) Cllr May is to ask the gardener what was the size of the compost bags he recently bought. 5) Cllr Caygill advised that she had assisted Park View pupils to plant the tubs in Lombard Drive. Grass around the bases of the tubs required strimming.

The Chairman thanked Cllrs May and Driscoll for their reports.

g) Planning

In the absence of Cllr Snaith from the meeting, no report was made. The Clerk is to ask Cllr Snaith to raise with Avant a potential health and safety risk regarding the recently installed path between the estate and North Road, and the future of the fence there.

h) Policy and Governance

In his absence from the meeting, Cllr Hall had advised the Clerk that he had no matters to report.

Item 7. 19/63 Correspondence

1) From County Durham Association of Local Councils

- a) email re President and Vice President elections at AGM.
- b) email re revisions of service provision.
- c) Agenda for Rural Services Network meeting to be held on Friday 28th June 2019.

2) From Durham County Council

- a) email re The Friendly Bench.
- b) Quotation to dress and undress the Christmas Tree.

Councillors agreed to accept the quote of £280.06 + vat.

- c) Information re Environment Awards 2019.

3) Various planning applications, approvals and refusals from Durham County Council, of which the following were within North Lodge Parish:-

- a) Application for extensions and alterations (height and pitch) to the existing roof to provide a first floor living accommodation, single storey extension to side to replace existing garage and creation of terrace area to rear, at 1 North Road.
- b) Application for Cherry (T1 and T42) - prune to enable high sided construction vehicles on site. Holly (T38) - reduce height by 3m and trim/prune to shape. TPO CLS-1, at Oaklea, North Road.
- c) Application for variation of condition 2 of planning permission DM/18/03342/FPA to allow design changes including construction of new first floor level as opposed to dormer windows within roof space, at 27 North Lodge.
- d) Application (retrospective) for change of use of land for the keeping of horses, erection of stables, boundary treatments and hard landscaping, at land to the north of Low Flatts Road and west of 92 Kingsmere.

Item 8. 19/64 Chester's Best Competition

The Chairman outlined the purpose and rules of the competition organised by the County Council. She and Cllr Driscoll will distribute entry forms to parish residents to return direct to the County Council should they wish to enter. The Chairman proposed that future consideration should be given to a "North Lodge in Bloom" competition.

Item 9. 19/65 Hedges and Trees at the Entrance to Lambton Park

This matter had been considered in the Highways and Website report earlier in the meeting.

Item 10. 19/66 Preparation of the Newsletter

Cllr May had distributed to Councillors revised draft copies of the Newsletter. Councillors discussed the draft and thanked Cllr May for an excellent production. Councillors agreed to accept the quote from JAK and the Clerk will advise the printers accordingly.

Item 11. 19/67 Approval of the Annual Governance Statement

Councillors discussed the Annual Governance Statement for 2018 - 2019, copies of which had been previously circulated, and agreed to approve the Statement.

(Resolved - to approve the Annual Governance Statement for 2018 - 2019).

Item 12. 19/68 Approval of the Accounting Statements

Councillors discussed the Accounting Statements for the year ended 31st March 2019, copies of which had been previously circulated, and agreed to approve the Statements.

(Resolved - to approve the Accounting Statements for the year ended 31st March 2019).

Item 13. 19/69 An Overall Amount for Donations

An amount of £250 had been agreed previously when setting the budget for 2019 - 2020.

Item 14. 19/70 Review of Chairman's Allowance, Salaries, Wages and Expenses

Councillors discussed these various matters and agreed that all amounts should remain unchanged except for the Clerk's salary which is to remain subject to the national agreement. The Chairman advised that she will provide feedback in a year's time on the reasonableness of the amount of the Chairman's Allowance.

Item 15. 19/71 Payment of Accounts

TO	AMOUNT	REASON	VAT
Salaries	£ 451.05	Salaries June 2019	
Expenses	£ 90.00	Expenses June 2019	
Pot-It-On	£ 190.00	Environment Care June 2019	
Pot-It-On	£ 462.78	Horticulture June 2019	
J. Gregory	£ 165.00	Chair's Quarterly Allowance	
HM Revenue & Customs	£ 405.60	P.A.Y.E.	
Durham County Council	£ 722.08	Hosting of Website	£120.35
Durham County Council	£2867.95	Flower Beds	£477.99
Npower Northern Ltd	£ 131.30	Electricity for Tree Lights	£ 6.25
D. Murrell (via Npower Ltd)	£ 3.52	Electricity for Tree Lights	£ 0.16
D. Murrell (via Internet-Ink.com)	£ 6.98	Printer Ink Cartridge	£ 1.16
Zurich Municipal	£ 680.10	Annual Insurance Premium	

Total Payments £6176.36

(Resolved - the payments be approved as submitted).

Item 16. 19/72 Other Matters for Information

1) Cllr Caygill considered that there were potential health concerns at the pond area at Drum. The County Cllr will report these concerns to the County Council.

2) Cllr Driscoll advised that the role of Environment Caretaker was now due for review. The Clerk will include this in the Agenda for the next Council meeting.

The Chairman closed the meeting at 8.48pm.

North Lodge Parish Council

Accounts for the month as submitted to the Meeting of North Lodge Parish Council held on Tuesday 16th July 2019.

TO	AMOUNT	REASON	VAT
Salaries	£	Salaries July 2019	
Expenses	£ 90.00	Expenses July 2019	
Pot-It-On	£	Environment Care July 2019	
Pot-It-On	£	Horticulture July 2019	
Cty. Dhm. Assn. of Local Councils	£ 27.00	Fee for Training Event	
St Astier Ltd	£6727.07	Refurbishment of Bus Shelters	£1121.18
D. Murrell (via Post Office Ltd)	£ 1.06	Postage for Annual Return	
D. Murrell (via Morrison's)	£ 7.00	Photocopier paper	£ 1.17
D. Murrell (via HM Land Registry)	£ 3.00	Search Fee	
JAK HQ Ltd	£ 240.00	Printing of Newsletters	

Total Payments £

Balance to 30th June 2019

Balance b/f	£53449.11	Balances at Bank:-	
Deduct Payments - June 2019	<u>£ 6176.36</u>	Current	£ 231.52
	£47272.75	30 Day	<u>£47043.49</u>
		Total	£47275.01
Add Bank Interest Received	<u>£ 2.26</u>		
	£47275.01	Deduct cheques not yet presented	<u>£ Nil</u>
Balance c/f	£47275.01		£47275.01