

NORTH LODGE PARISH COUNCIL

Minutes of the Annual Meeting of North Lodge Parish Council held at Arizona Chemical, Vigo Lane, Chester-le-Street on Tuesday 21st May 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.
Two residents

The meeting commenced at 6.30pm with the Chairman welcoming everyone.

Item 1. 13/45 Election of Chairman

Cllr. Mrs. E. Forrester was proposed and seconded as Chairman for 2013 / 2014. There were no other nominations.

(Resolved - that Cllr. Mrs. E. Forrester is to be Chairman for the year 2013 / 2014).

The Chairman thanked Cllr. Mrs. M. May for all the help she had given as Vice-Chairman during the previous year. Councillors thanked the Chairman for all her work during the previous year.

Item 2. 13/46 Apologies for Absence

Apologies for Absence were received from PCSO L. Hunter.

Item 3. 13/47 Declarations of Interest

No declarations were made.

Item 4. 13/48 Election of Vice-Chairman

Cllr. N. Alderson was proposed and seconded as Vice-Chairman for 2013 / 2014. There were no other nominations.

(Resolved - that Cllr. N. Alderson is to be Vice-Chairman for the year 2013 / 2014).

Item 5. 13/49 Election of Portfolio Holders

The following Councillors were elected as Portfolio Holders - a) Play Areas - Cllr. Mrs. M. Caygill, b) Horticulture - Cllr. Mrs. C. Walton assisted by Cllr. Mrs. D. Prest, c) Finance - vacant, d) Highways - Cllr. C. Noble-Nesbitt assisted by Cllr. Mrs. L. LeDune, e) Planning - Cllr. D. Snaith, f) Publicity - Cllr. Mrs. M. May, g) Website - Cllr. C. Noble-Nesbitt.

The Chairman thanked all those Councillors who had put themselves forward for a Portfolio position.

Item 6. 13/50 Report of the Police

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

Item 7. 13/51 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) County Cllr. May thanked everyone for the support he had received over the previous five years as a County Councillor. Now that he was an Independent, he had allied himself to the Durham Independent Group.
- b) County Cllr. May set out several targets that he had given himself since his re-election and advised that he would be circulating to residents a request for projects to be funded by his Neighbourhood Budget of £20,000 for this financial year.
- c) A report had been received from a resident that there might be Knotweed on the Baffle Bank. The County Council was investigating this.
- d) The condition of the utility box at Barley Mow had now been reported by the County Council to the utility company.
- e) County Cllr. May was awaiting a County Council report regarding the maintenance of roads in the area.

The Chairman thanked County Councillor May for his report.

Item 8. 13/52 Adoption of Minutes of Meeting

The Minutes of the Meeting of the Parish Council held on Tuesday 16th April 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 9. 13/53 Chairman's Report

Regarding outstanding matters -

- a) Re Minute 13/39 section c). Re the Big Spring Clean, Cllr. Mrs. Caygill advised that 10 residents and the School had collected 49 bags of litter. However, for next year's Clean it would be more practical to collect earlier in the year before foliage begins to grow. An article had been prepared for inclusion in the Newsletter. Cllr. Mrs. Caygill thanked all those who had taken part in the Clean.
- b) Re Minute 13/39 section d). Re replacement and new seating, the Clerk up-dated Councillors regarding discussions with the County Council and with the agents for Drum Industrial Estate. Councillors discussed sites for seats and agreed that the Chairman and Vice-Chairman should inspect areas throughout the Parish. Councillors agreed that any plaques affixed to seats should be plastic to deter theft and damage and also agreed that all seats installed should be of a uniform design. It was further agreed that the new seats should be of the design recently installed at Northlands roundabout by the County Council. The Clerk will contact the County Council to ascertain prices. The Clerk is also to write to the County Council regarding the tree guard which has still not yet been installed at Lombard Drive.
- c) Re Minute 13/39 section e). Re the ownership of land at Barley Mow for the "Gateway" project, the County Council had now advised that the land was still owned by the Highways Agency. No suitable stonemason had yet been found for stone plaques at the bus shelters at Barley Mow and Northlands roundabout. However, further enquiries would be made.

The Chairman then reported on the matters contained in her written report attached (Appendix 2). Re Councillor training, Councillors Mrs. D. Prest, N. Alderson and D. Snaith indicated their interest. Councillors thanked the Chairman for her report.

Item 10. 13/54 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, the damaged swing seat had now been replaced by the County Council who had confirmed that they continue to make weekly inspections of the play equipment at both play areas. At Low Flatts, a permanent no dog fouling sign was still required. The Clerk will again follow this up with the County Council. Horses were no longer being exercised on the field. A weekly inspection of the field was being made at present for the re-occurrence of rabbit holes.

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

b) Horticulture Cllr. Mrs. Walton's report included the matters contained in her written report attached (Appendix 3).

At Low Flatts, the fly-tipping had not yet been removed. The Clerk will again advise this to the County Council. Re the planting of tubs, Cllr. Mrs. Caygill kindly offered to assist schoolchildren with the planting of two tubs at Lombard Drive. Councillors thanked Cllr. Mrs. Caygill and agreed that her offer should be taken up.

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

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

1) Most matters had been covered in the County Councillor's report. It was hoped that, following the re-surfacing of estate roads on the west side of North Road, roads on the east side would soon receive attention.

2) Cllr. Mrs. LeDune raised a concern regarding the size of some wagons using North Road to access Drum Industrial Estate. However, Cllr. Noble-Nesbitt reminded Councillors that North Road was a designated route for heavy goods vehicles.

3) There were no problems with the website which was running well.

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

d) Publicity Cllr. Mrs. May asked that Councillors consider ways to promote the work of the Parish Council.

The Chairman thanked Cllr. Mrs. May for her report.

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

f) Planning As Cllr. Snaith had just been elected Portfolio Holder, no report was made.

Item 11. 13/55 Correspondence

1) From Sue Brown

Letter re resignation from the Council.

2) From North Lodge Residents' Association

Minutes of the meeting held on Monday 13th May 2013.

3) From Grace House North East

Letter re Race for Grace event to be held on Sunday 23rd June 2013.

4) From the National Association of Local Councils

email re meeting of the All Party Parliamentary Group on Local Democracy.

- 5) From the County Durham Association of Local Councils
- a) email re Standards Briefing Session to be held on Wednesday 26th June 2013.
 - b) email re Councillor and Chairman Training Session to be held on Tuesday 9th July 2013.
 - c) email re selection of representatives to CDALC local committees.
- Councillors agreed that to maintain Council representation at all CDALC meetings, representatives would be selected in advance of each individual meeting.
- d) email re postponement of the meeting of the Smaller Local Councils Forum.
- 6) From Durham County Council
- a) Declaration of Result of Parish election.
 - b) email re ownership of land at Barley Mow.
 - c) email re Community Games programme.
 - d) email re new contact details for the Chester-le-Street & District AAP.
 - e) email re Improved Environment Task Group meeting to be held on Thursday 23rd May 2013.
 - f) email re inspection of play areas.
 - g) Neighbourhood Protection Team performance report - April 2013.
- 7) Various planning applications, approvals and refusals from Durham County Council, of which the following were within North Lodge Parish:-
- a) Application 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.
 - b) Application for alterations to include conservatory extension to side and first floor extension above existing kitchen, lounge and bar service to provide four en-suite bedrooms for tourism letting, at the Lambton Worm Public House, North Road.
 - c) Approval for enlargement to rear dormer (Permitted Development). Pitched roof to existing front dormer, at 8 North Road.
 - d) Approval for erection of 6.9m high pole mounted windsock adjacent to south west entrance to site, at 2 Drum Park.

Item 12. 13/56 The Newsletter

Councillors made several suggestions for items for the Newsletter. Cllr. Noble-Nesbitt kindly agreed to collate the items again this year and asked that articles be submitted to him during the next two weeks.

Item 13. 13/57 Payment of Accounts

| TO | AMOUNT | REASON | VAT |
|----------------------------|---------|-------------------------------|--------|
| D. Murrell | | Salary/Exps. May 2013 | |
| Durham County Pension Fund | | Clerk's Pension May 13 | |
| Community Consultation Ltd | £780.01 | Annual Insurance Premium | |
| D. Murrell (via Costco) | £ 43.76 | Postage Stamps and Copy paper | £ 1.68 |
| I. Herberson | £ 40.00 | Internal Audit Fee | |
| Pot-It-On | £410.00 | Horticulture | |

(Resolved - the payments be approved as submitted).

Item 14. 13/58 Other Matters for Consideration

The following matters were submitted for consideration.

- a) Cllr. Mrs. Caygill advised that a schoolboy had been observed stamping on daffodils and this incident had subsequently been reported to the School. The boy had been punished and had written a letter of apology to Cllr. Mrs. Caygill. He would also plant replacement daffodils during the planting season.
 - b) The Chairman advised that there were many instances of inconsiderate parking at Queensmere at School leaving time. County Cllr. May kindly agreed to discuss this with the County Council.
 - c) The Chairman advised that she had accepted an invitation to sit on the North Durham Police Community Panel.
 - d) The two residents were invited to discuss various matters with Councillors.
- The Chairman closed the meeting at 8.55pm.

North Lodge Parish Council

Accounts for the month as submitted to the Meeting of North Lodge Parish Council held on Tuesday 18th June 2013.

| 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 | | Repairs to Bus Shelters | |
| Pot-It-On | | Horticulture | |
| <u>Balance to 31st May 2013</u> | | | |
| Balance b/f | £40299.54 | Balances at Bank:- | |
| Deduct Payments - May 2013 | <u>£ 1947.35</u> | | Current £ 1843.24 |
| | £38352.19 | | 30 Day <u>£37429.36</u> |
| Add Bank Interest Received | <u>£ 2.42</u> | | Total <u>£39272.60</u> |
| | £38354.61 | | |
| | | Deduct cheques not yet presented | <u>£ 917.99</u> |
| Balance c/f | £38354.61 | | £38354.61 |