

## NORTH LODGE PARISH COUNCIL

Minutes of the Meeting of North Lodge Parish Council held at Park View Community School, Lombard Drive, Chester-le-Street on Tuesday 15<sup>th</sup> March 2011.

PRESENT: Chairman: Cllr. C. Noble-Nesbitt.  
Councillors: Mrs. S. Brown, Mrs. M. Caygill, Mrs. E. Forrester,  
Mrs. L. LeDune, Mrs. M. May, Prof. V. McEwan,  
Mrs. D. Prest, Mrs. C. Walton, Mr. S. Tones.

County Councillors: Mr. J. Cordon, Mr. P. May.

Clerk: Mr. D. Murrell.

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

Councillors Mrs. S. Brown and M. May, and County Councillor J. Cordon were not present at the beginning of the meeting.

### **Item 1. 11/25 Apologies for Absence**

Apologies for Absence were received from Councillors Mrs. S. Brown and Mrs. M. May, and County Councillor J. Cordon for their expected late arrivals at the meeting.

### **Item 2. 11/26 Report of the Police**

The Chairman welcomed PCSO L. Hunter to the meeting and invited her to give the Police report which included the matters contained in the written report attached (Appendix 1).

At this point, Councillor Mrs. M. May and County Councillor J. Cordon arrived at the meeting.

Councillors discussed incidents of youths congregating at certain car parks in the town and concerns were expressed that the County Council's proposal to install barriers to close the car parks at night would inconvenience many other people who wished to use the car parks. Re Minute 11/24, the car parking on grass at Low Flatts Road, Cllr. Mrs. Caygill advised that she had discussed the matter with PCSO Hunter and they had agreed that the most appropriate way forward, should the problem continue, was for Cllr. Mrs. Caygill to approach the resident concerned. Re speeding traffic in Blind Lane, County Cllr. P. May agreed to approach the County Council for the provision of an illuminated speed sign there.

The Chairman thanked PCSO Hunter for presenting the report.

### **Item 3. 11/27 Reports of the County Councillors**

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

1) Re speeding traffic in Blind Lane during the early hours of the morning, the Police had conducted a survey and were not unduly concerned by the results, with the noise from traffic at that time of day likely to give a greater impression of speeding. However, consideration was being given to re-siting, and increasing the size of, the 30mph signs there. County Cllr. Cordon advised that the 40mph speed limit on North Road conformed to national guidelines.

2) County Cllr. May was seeking to have two pavements on North Lodge Estate brought up to the County Council's adoptable standard. He would consider providing funds for the works from his

allowance.

3) Members of Roseberry Grange Golf Complex had approached County Cllr. May to seek financial assistance in securing the future of the Complex. The County Councillor had requested sight of a business plan. County Cllr. Cordon advised that he had declined a similar approach from the Members.

4) The new seat and planting in the Northlands roundabout area should be in place shortly.

5) Over 150 road potholes had been repaired recently in Chester-le-Street by the County Council.

6) From 1<sup>st</sup> April, bus pass holders would be required to pay an extra 50p for travel before 9.30am.

The Chairman thanked County Councillor May for his report and invited County Councillor Cordon to give his report which included the following matters.

7) County Cllr. Cordon outlined the spending cuts decided on, or still under consideration, by the County Council including the removal of bus subsidies, the ending of the Building Schools for the Future programme, the closure of certain libraries and the review of leisure centres. The County Councillor advised that this was a very challenging time for the County Council.

The Chairman thanked County Councillor Cordon for his report.

At this point, County Councillor Cordon left the meeting.

#### **Item 4. 11/28 Adoption of Minutes of Meeting**

The Minutes of the Meeting of the Parish Council held on Tuesday 15<sup>th</sup> February 2011, 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. 11/29 Matters Arising**

a) Re Minute 11/17 section e). Re an improvement scheme for the Barley Mow area, the Chairman advised that the lead County Council officer had moved on and a new officer was in place. The Chairman expected to discuss the project with the new officer within the next two weeks.

b) Re Minute 11/17 section h). Re damage being caused to a verge in Kingsmere, County Cllr. May advised that he was awaiting a reply from the County Council.

c) Re Minute 11/19 section 1). Re the "LitterFree Durham's Big Spring Clean" campaign, Councillors agreed that it was not appropriate for the Council to take part.

d) Re Minute 11/21 section 8b). Re steps at the Sustrans bridge at Low Flatts, the Clerk confirmed that he had advised Sustrans of the problem but no reply had yet been received. Cllr. Mrs. Walton advised that the steps continued to deteriorate. The Clerk will contact Sustrans again.

#### **Item 6. 11/30 Correspondence**

1) From Park View Community Association

Letter re Annual General Meeting to be held on Monday 21<sup>st</sup> March 2011.

2) From BDO LLP

Audit Briefing, Winter 2011.

3) From Durham Police Authority

Letter re future of Police Community Consultative Groups.

The Authority had decided to discontinue Consultative Group meetings and intended to incorporate Police Authority business within existing Police and Community Together meetings.

4) From County Durham Association of Local Councils

- a) email re the Royal Garden Party 2011.

Regretfully, the Parish Council had not been successful with its nomination for attendance at the Royal Garden Party 2011.

- b) email re HMRC guidance on the employment status of Town and Parish Clerks.

HMRC had decided that all staff of Parish Councils must be registered with HMRC for PAYE and NI contributions. The Council must, therefore, register with HMRC as an employer and deduct PAYE and NIC from wages and salaries. The Clerk will make the appropriate arrangements. However, the Gardener had agreed that, in future, he would invoice the Council monthly through his horticulture business which would therefore remove the Gardener from the requirements of the HMRC guidance.

- c) email re Community Development Trust workshop/training session.

5) From Durham County Council

- a) Consultation document re proposal to close Roseberry Grange Golf Complex.

- b) email re outstanding Section 106 funds.

The County Council advised that recent drawdowns had not been updated in the balance shown as £70k for Merlin Drive play area. The remaining amount available was, in fact, £15k for artwork.

- c) email re promoting Parish Council events on the County Council website.

- d) email from the Highways Action Line re carriageway faults at the motorway roundabout.

- e) Invitation to seminar re climate change, to be held on 24<sup>th</sup> March 2011.

- f) email re promoting the County Council's Decent Homes Assistance/Financial Assistance Policy in Parish Council newsletters.

- g) Invitation to charity event to be held on 23<sup>rd</sup> March 2011 at the North East Theatre Organ Association, Howden le Wear.

- h) Board Papers for the Chester-le-Street and District Area Action Partnership Board meeting held on Monday 28<sup>th</sup> February 2011.

- i) Letter re Area Action Partnership priority setting for 2011 / 2012.

- j) Invitation to Area Action Partnership Environment Task & Finish Group meeting to be held on Tuesday 22<sup>nd</sup> March 2011.

Cllr. Mrs. M. May advised that she intended to attend this meeting. Re the unparished area of North Lodge, County Cllr. P. May considered that Councillors should be aware that if a Chester-le-Street Town Council was formed, it might seek to take this unparished area within its scope. Councillors agreed to keep this possibility in mind.

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 conservatory at rear of dwelling, at 58 Leander Avenue.

- b) Application for the extension of time limit for the implementation of previously approved planning application 08/00074/FUL - erection of one detached bungalow and detached garage, at 27 Blind Lane.

### **Item 7. 11/31 Development of the Parish Council's Website**

The Chairman invited Cllr. Prof. McEwan to give an up-date re the Council's website. Cllr. Prof. McEwan advised that she had now received training from the County Council enabling her to work on the site. It was expected that the Chairman and the Clerk would receive similar training.

Councillors agreed that it was desirable to pursue the purchase of a Uniform Resource Locator (URL) which would enable visitors to the website to find it much more readily. A series of homepage mock-ups were displayed and Councillors selected the most appropriate one. Cllr. Mrs. Forrester asked for clarification as to whether each succeeding Chairman would have authority to work on the site. Councillors discussed this and agreed that this would be necessary.

**(Resolved** - that each succeeding Chairman is to have authority to work on the Parish Council website).

The Chairman thanked Cllr. Prof. McEwan for her report and for all her work to date on the project.

### **Item 8. 11/32 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 play area, 1) The County Council was holding an art project public meeting on Tuesday 22<sup>nd</sup> March. Publicity for the meeting was being distributed to houses in the locality. At Low Flatts play area, 2) there continued to be many instances of dog fouling. Cllr. Mrs. Caygill awaited a price from the County Council for warning signage. Councillors agreed that Cllr. Mrs. Caygill was to take this matter forward, including the agreement of the price. 3) At various places in the Parish, the pest controller was examining molehill sites.

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

**b) Horticulture** Cllr. Mrs. Walton reported on the matters contained in her written report attached (Appendix 2). Re the replacement of dead trees, the Clerk will pursue this with the County Council. County Cllr. P. May advised that the County Council might use a robotic grass cutter on the Baffle Bank.

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

**c) Publicity** Cllr. Mrs. Forrester advised that her report consisted of the matters in the written report attached (Appendix 3).

The Chairman thanked Cllr. Mrs. Forrester for her report and invited Cllr. Tones to give his report.

**d) Planning** Cllr. Tones advised that there were no matters to report on.

The Chairman thanked Cllr. Tones.

**e) Finance** In the absence of Cllr. Jukes, no report was made.

**f) Highways** Cllr. Noble-Nesbitt reported on matters contained in his written report attached (Appendix 4, part 2).

Councillors thanked Cllr. Noble-Nesbitt for his report.

### **Item 9. 11/33 The Chairman's Report**

The Chairman reported on matters contained in his written report attached (Appendix 4, part 1).

Councillors thanked the Chairman for his report.

### **Item 10. 11/34 The Annual Risk Assessment**

Councillors discussed the Annual Risk Assessment, draft copies of which had been previously circulated, and adopted the Assessment in the form attached (Appendix 5). Re the maintenance of bus shelters, the Clerk is to request the County Council to carry out a structural survey of all shelters, and to re-paint the inner wall of the shelter at North Road/Lombard Drive.

**(Resolved** - to adopt the Annual Risk Assessment in the form attached).

**Item 11. 11/35 Payment of Accounts**

The following accounts were submitted for payment.

<b>TO</b>	<b>AMOUNT</b>	<b>REASON</b>	<b>VAT</b>
D. Murrell		Salary/Exps. March 2011	
Durham County Pension Fund		Clerk's Pension March 2011	
Park View Community Association	£20.00	Room Hire	
Cty. Dh. Assn. of Local Councils	£258.79	Annual Subscription	
D. Carins		Gardener's Wages/Exps. Mar 2011	
D. Murrell (via PC World)	£45.99	Purchase of Shredder	£7.66
D. Murrell (via PC World)	£27.99	Printer Cartridge	£4.67
D. Murrell (via Printerinks.com)	£12.85	Printer Cartridge	£2.24
C. Noble-Nesbitt	£150.00	Chairman's Quarterly Allowance	
Durham County Council	£273.78	Christmas Tree Lights	£40.78
Wicksteed Leisure Ltd	£6444.90	Purchase of Swings, Merlin Drive	£1074.15
The Information Commissioner	£35.00	Annual Registration Fee	

**(Resolved** - the accounts rendered be approved for payment).

**Item 12. 11/36 Other Matters for Consideration**

Matters submitted for consideration had been dealt with earlier in the meeting.

The Chairman closed the meeting at 9.00pm.

**North Lodge Parish Council**

**Accounts for the month as submitted to the Meeting of North Lodge Parish Council on Tuesday 19<sup>th</sup> April 2011.**

<b>TO</b>	<b>AMOUNT</b>	<b>REASON</b>	<b>VAT</b>
D. Murrell		Salary/Exps. April 2011	
Durham County Pension Fund		Clerk's Pension April 2011	
Park View Community Association	£20.00	Room Hire	
D. Murrell (via Costco)	£22.99	Postage Stamps	

**Balance to 31<sup>st</sup> March 2011**

Balance b/f	£26609.85	Bank:-	
			Current £ 6967.51
Deduct Payments - March 2011	<u>£ 8034.62</u>		30 Day <u>£18445.36</u>
	£18575.23		Total £25412.87
Add Interest Received	<u>£ 13.71</u>		
		Deduct cheques not yet presented	<u>£ 6823.93</u>
Balance c/f	£18588.94		£18588.94