

## **NORTH LODGE PARISH COUNCIL**

Minutes of the Virtual Meeting of North Lodge Parish Council held on Tuesday 15 September 2020.

**PRESENT:** Chairman: Councillor Jackie Gregory.  
Councillors: Margaret Caygill, Maureen May, Patrick Driscoll,  
Dennis Hall, John Waugh.  
County Councillor: Craig Martin.  
Acting Clerk: Dennis Hall

David Murrell attended as a resident.

The meeting commenced at 6.30pm with the Chairman welcoming everyone to the Meeting

### **Item 1. 20/57 Apologies for Absence**

Councillor Elsie Forrester

### **Item2. 20/58 Members' Declarations of Interest**

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

### **Item 3. 20/59 Report of The County Councillor**

Councillor Martin referred to his submitted Report which referred to issues concerning AAP Funding

**Resolved:** To note the Report

### **Item 4. 20/60 Adoption of the Minutes of the meeting of the Parish Council held on Tuesday 21 July 2020**

The Minutes of the Meeting of the Parish Council held on Tuesday 21 July 2020, draft copies of which had previously been circulated, were adopted as a true and accurate record of the meeting and were later signed by the Chairman

### **Item 5. 20/61 Chairman's Report**

Welcome everyone to the Zoom Council meeting. Hope you are all keeping well. Good to see David attending as resident. Very good news regarding your recovery and rehabilitation. Once the Council has received a Fit note, then a gradual return to full Council duties can be implemented.

**Update on Council business.**

COVID 19: Information has been received from Durham County Council and CDALC regarding this subject. This has been circulated to Councillors. Details included Post Recovery for Councils and Rule of 6.

Path in Lyndhurst Avenue / North Road: This path has been renewed.

Replacement Notice Boards: In August, an order for 4 new Parish notice boards was sent to Greenbarnes Ltd. Permission has been received from Durham County Council to replace the following notice boards x 2 ( Picktree Village, North Road), remove a notice board and reposition a new notice board ( Picktree Lodge) and to erect a new notice board x1 (Lombard Drive)

Notice board in Merlin Drive : This issue will hopefully be resolved soon, with a new replacement board. There may be an extra cost incurred by Council. Councillors will be informed and asked to agree to the extra expense.

E-mail addresses for Councillors: Awaiting for the result of an enquiry about the cost, if any, for using the domain name gov.uk All other enquiries completed. Hopefully, the Council can move forward with this subject soon.

Lap tops for Councillors: Information will be circulated to Councillors prior to October's Council meeting. Councillors to decide on this subject at that meeting.

Councillors Expenses: CDALC has forwarded information regarding Councillors expenses. This has been circulated to Councillors. If any Councillor wishes to pursue this and present a case to Council, let me know.

Councillors Training: Council has received details regarding new Clerks training from CDALC. This has been sent onto Councillors. \*\*\*

Planning applications: Councillor Waugh will received planning application direct from Durham County Council and inform Councillors if any application requires Parish Council attention.

Room hire for staff interviews: Enquiries still on going but unsuccessful due the situation regarding COVID 19.

To end, I thank Councillors for the work undertaken in the absence of the Clerk thus allowing the Council to function. In the current circumstances, please take care, and follow the rules for dealing with COVID 19.

\*\*\* Councillor Gregory proposed that she be allowed to attend the CDLAC training course for new clerks. Councillor Gregory informed Councillors that information obtained from the course would help if the Council was ever without a Clerk for any reason.

Councillors agreed. Cost for attending three two hour courses £50

**Item 6. 20/62 Portfolio Holders Reports**

- **Play Areas:**

Councillor Caygill reported as follows:

MERLIN DRIVE: Equipment appears to be in good order. The Basket swing and one of each of the twin swings have been removed and the Coronavirus notice is missing. She has reported to the technician that there are prickly weeds growing within the fenced area and he will report to Barry Alderson and ask for them to be removed.

LOW FLATTS; Equipment appears to be in good order.. One of each of the twin swings has been removed and the Coronavirus notice is missing. As the prickly hedge growing within the fence area has not yet been cut, and she has asked the technician to see if this can be done

**Resolved:** That the Report be noted.

- **Horticulture:**

Councillor May reported as follows:

It was reported that a quotation had been received from Durham County Council for works on the North Road shrub beds: VAT had been omitted from the quotation ; now rectified ; **Agreed:** to pay the sum of £472.56 upon completion of the works .

Winter bedding: Horticulture. A horticultural company to be sourced to remove leaves and plant winter bedding at the entrance to Lambton Park and the Millennium bed at Lombard Drive. Councillor Hall to assist Councillor May. Volunteers to plant barrels.

Xmas Tree Picktree: nothing further, matter on going.

- **Crime and Community Safety:**

Chairman Councillor Gregory reported as follows:

National Police web-site:

The Chairman reported that it was not up to date with crime incidents.

Car Crime on Barley Gate Estate:

She reported it appears cars are being left insecure whilst unattended by owners/users (15 cars involved).

She said Police delivered crime prevention leaflets as a result of the car crime incidents to residents on the Barely Gate Estate and Ambleside Court, North Lodge.

Car crime:

Police supplied incorrect address and location for this estate in a e-mail to Council.

Conclusions:

She said the Parish Council in future will contact local police for up to date details on crime incidents ( Parish Council acknowledges the need for confidentiality and subjudice )

She contacted the Police, and thanked them for delivering the Crime Prevention leaflets.

She contacted the Police about incorrect details of location/area. Apologies received.

The Parish Council to monitor car crime in this area. Another crime prevention leaflet initiative may be required.

**Resolved:** That the Report be noted.

- **Highways :**

No Report, but Chairman asked Members to be vigilant about any issues.

- **Finance:**

Councillor Waugh informed Members that he had examined the Council's finances and was satisfied that they were in order

**Resolved:** That the Report be noted.

- **Planning:**

Councillor Waugh informed Members that he would continue to provide weekly updates and comments where necessary. Members thanked Councillor Waugh for continuing this approach.

Retrospective applications Feb/ May/June:

DM/20/01407/LB Biddick Hall Application granted

DM/20/01278/FPA Picktree Lodge Application granted

DM/20/01123/TPO North Lodge Application granted

Current Planning Application report Parish Council meeting 15/09/2020

August M/20/02153/FPA 4 Vigo Lane Delegated/Awaiting Decision.

Councillor Waugh has reported to Council on this application. No cause for Parish Council action.

August M/20/02000/TPO 5 North Lodge Delegated/Awaiting Decision

Councillor Waugh requested County Councillor Craig Martin make enquiries with Durham County Council, Planning department, regarding permission to erect large advertising boards at the Blind Lane roundabout.

**Resolved:** That the Report be noted.

#### **Item 7. 20/63 Correspondence**

- Member of Public enquired about use of Low Flatts Playing field for football training.
- Donation acknowledgement from St Cuthberts Hospice.
- Notice Boards- Order placed with Greenbarnes Ltd.
- Zoom Fee for July's Council Meeting.
- 2021/22 Budget Planning (Precept consideration).
- Resident enquiry re Overhanging trees, North Road, North Lodge-Durham County Council informed.
- National Joint Council for Local Government Service ( Pay agreement)
- Web Accessibility August 2020- Compliance rules- Durham County Council.
- Police Newsletter-Confirmed that Police have up to date Street names for the Barley Gate estate, North Lodge.
- Donation details- County of Durham Benevolent Fund (issues of cheque)
- Invoice- Durham County Council Hosting/Support of Web site.
- Zoom Fee for September's Council meeting.

#### **Item 8. 20/64 Items requested by Councillors**

##### **a) Confirmation of reinstatement of Clerk's expenses (Councillor Gregory)**

The Chairman reported on the decision previously taken to reinstate the Clerk's Expenses.

##### **b) Confirm County Council Costs for horticultural work in North Road (Councillor May)**

This item was considered earlier under Item 6 (b)

##### **c) Co-option Policy Report (Councillors Hall/Gregory)**

The Chairman introduced this Report, expressing the wish that the Parish should codify and set down written policies on a range of issues in the interests of better governance and improved transparency.

**Agreed:** to adopt the Co-option Policy

d) **Procurement and Landscaping and Gardening Services (Councillors Hall/May)**  
**CONFIDENTIAL REPORT: NOT FOR PUBLICATION - see Clerk's file for Report ;**

Councillor Hall presented the Report setting out the issues options and approaches for Members to consider.

**Resolved:** To accept the Report; specifically that Councillors Hall, May and Driscoll work on the detail with a view to inviting tenders; that Councillor Waugh assists with finalising the specifications; that the process includes the position of Environmental Caretaker and for Councillor May to prepare the specification for that role.

e) **Seat (Councillor Caygill)**

Councillor Caygill to seek the opinions of the residents of Kingmere where their properties are in the vicinity of where a seat may be allocated. If agreed by Residents and Parish Council, then costings and permission from the Durham County Council to be obtained.

**Item 9. 20/65 Payments of the accounts for the month**

<b>TO</b>	<b>AMOUNT</b>	<b>REASON</b>	<b>VAT</b>
Salaries	£ 451.05	Salaries August 2020	
Expenses	£ 90.00	Expenses August 2020	
D. Murrell (via Zoom inc)	£ 14.39	Monthly Fee	£ 2.40
St. Cuthbert's Hospice	£ 500.00	Donation	
Salaries	£ 528.83	Salaries September 2020	
Expenses	£ 90.00	Expenses September 2020	
D. Murrell (via Zoom inc)	£ 14.39	Monthly Fee	£ 2.40
HM Revenue & Customs	£ 430.92	P.A.Y.E.	
J. Gregory	£ 165.00	Chair's Quarterly Allowance	
<b>Total Payments</b>	<b>£2284.58</b>		

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

Salary payment for September includes new pay award and back dated pay from the same award dated 1<sup>st</sup> April 2020

**Item 10. 20/66 Other matters for information**

1) Funding For Poppies (County Councillor Craig Martin): Councillor Martin will be corresponding with the Chairman about the funding of this initiative;

2) Low Flatts access to Sustrans cycleway: (Councillor Margaret Caygill): A general debate followed the discussion of this item and it was agreed this should be examined as part of a wider review.

During discussion of this item, the Chairman lost internet connection and the Vice Chair presided.

The Vice-Chair closed the meeting at 8.27 pm

## North Lodge Parish Council

Accounts for the month as submitted to the Meeting of North Lodge Parish Council held on Tuesday 20<sup>th</sup> October 2020.

TO	AMOUNT	REASON	VAT
Salaries	£	Salaries October 2020	
Expenses	£ 90.00	Expenses October 2020	
D. Murrell (via Zoom inc)	£ 14.39	Monthly Fee	£ 2.40
DSJ Property Services	£ 250.00	Replace Noticeboard	
D. Murrell (via Magnet Expert Ltd)	£ 11.08	Magnetic Discs for Noticeboard	£ 1.85
<b>Total Payments</b>	<b>£</b>		

### Balance to 30<sup>th</sup> September 2020

Balance b/f	£57745.62	Balances at Bank:-	
Deduct Payments - Aug/Sept 2020	<u>£ 2284.58</u>	Treasurers Account	£ 631.90
	£55461.04	Instant Account	<u>£55046.61</u>
		Total	£55678.51
Add Bank Interest Received	<u>£ 2.47</u>		
	£55463.51	Deduct cheques not yet presented	<u>£ 215.00</u>

Balance c/f £55463.51 £55463.51

Two cheques not yet presented

- 1) £50.00 cheque no.1401 dated 2/09/20 payable to County of Durham School Benevolent fund. This cheque replaced cheque no.1375, dated 21/1/20 payable to County of Durham School Benevolent fund (donation), not cashed.
- 2) £165.00 cheque no.1404 dated 15/09/20 payable to J Gregory. (Chair's allowance).

