

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 20th July 2021.

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

The Chairman commenced the meeting by welcoming everyone.

Item 1. 21/71 Apologies for Absence

There were no Apologies for Absence.

Item 2. 21/72 Declarations of Interest

Cllr Gregory declared an interest, as a near neighbour, in a planning application for 27 Blind Lane.

Item 3. 21/73 Report of the County Councillor

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

Community Defib at the Lambton Worm

A defibrillator that is open to everyone to use is live, attached to the side of the Lambton Worm. Funded from my neighbourhood budget, with support of the North Lodge Remembrance Group. Like all community defibs it is secured in a locked cabinet that requires a keycode. In an emergency call 999 where the operator will provide the code.

No one should feel afraid about using the defib. The machine will literally talk you through how it should be used and will not shock a casualty if it can harm them. The staff of the Lambton Worm are going to be given specific training on how to use it as part of the project.

Cllr Caygill hoped that the Parish Council would have the opportunity to support the installation of any further defibrillators in the Parish.

The Chairman thanked the County Councillor for his report.

Item 4. 21/74 Adoption of Minutes of Meeting

The Minutes of the Annual Meeting of the Parish Council held on Tuesday 15th June 2021, 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. 21/75 Chairman's Report

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

A Business Items: Forward Plan:

Sept - Nov: Community Engagement: Update:

B Planned Activities:

New PCC Meeting With Parishes: 1315: Thursday 22 July

Planning Course: Thursday 7 October: 1800

C Items for Discussion:

Suggestions for Possible Invitations To Speakers: (to discuss and update) :

Planning and Environmental Enforcement

How are s106 monies spent in the Parish?

Other: (to discuss and update):

Re-establish the Parish Boundary Walk: Clerk to Update:

Item: 6 f Policy and Governance Portfolio

Virtual Meetings: Chair to Update

19 July: 'Freedom Day'

Guidance on Local Government Association Model Councillor Code of Conduct 8 July

Advice: Declarations of Interests at Meetings: Guidance: Request Clerk to re issue

In addition, 1) The Chairman thanked Cllr Caygill for her help in facilitating a meeting with the Head of Park View Lower School. 2) Councillors decided not to proceed for now with the proposed boundary walk. The Clerk is to advise Lambton Estates.

Item 6. 21/76 Portfolio Holders' Reports

a) Crime and Community Safety

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

Crime

Please refer to the Police UK web site.

Community Safety

Joy Allen, Police, Crime and Victims Commissioner for Co Durham will be holding a zoom meeting for Councillors via CDALC, on Thursday, 22nd July at 1.15pm.

The presentation will include discussing the role of the Commissioner, the priorities and planning ahead.

For details refer the CDALC email.

The Chairman thanked Cllr Gregory for her report and invited Cllr Waugh to give his Finance report which included the following matters -

b) Finance

Cllr Waugh advised that he had studied the financial information supplied by the Clerk and he confirmed that everything appeared to be in order.

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

c) Horticulture

Summary

I have spoken on telephone with Graham Cozens, Durham County Council this month.

Items of priority discussed:

1. Jubilee Tree in Lombard Drive

Graham has not yet priced for a circle of bedding plants (approx.60cm) diameter, but does not expect it to be an excessive amount

2. Broken Shrub Bed Wall at North Road

Price for repair will be sent to Parish Council

3 Northlands Shrub Bed

Some nice shrubs remain but I have requested winter bedding plants are planted later in the year.

Councillor M. May

Re the North Road shrub beds, the Clerk is to arrange a site meeting of Councillors to consider proposals. Re the Picktree Lodge flower beds, the Clerk is to contact the County Council to ask if they wish to be involved in the re-instatement proposals.

The Chairman thanked Cllr May for her report and invited Cllr Waugh to give his Planning report which included the following matters -

d) Planning

Cllr Waugh advised that he continued to inform Councillors on a weekly basis of any new planning applications in the Parish and also to highlight any concerns. This would include property at Drum Industrial Estate. Councillors discussed planning application DM/21/01466/FPA (27 Blind Lane) including comments made by residents. The County Councillor advised that the planning officer had requested further documentation from the applicant following which the County Council would offer a further consultation with residents.

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

e) Play Areas

MERLIN DRIVE

Equipment has been reinstated and appears in good working order, with the exception of one junior swing which is being repaired.

A report will be given at the meeting about the revamp of this play area.

LOW FLATTS

The equipment has been reinstated and appears to be in good working order.

The edge of the park is becoming very overgrown with weeds and needs cutting back.

Re weeds at Low Flatts, Councillors agreed that cutting back should be considered in September.

Re the improvements to the Merlin Drive play equipment, Councillors agreed on a unanimous show of hands to support the specification provided by the County Council.

The Chairman thanked Cllr Caygill for her report.

f) Policy and Governance

Cllr Hall continued to monitor the situation re virtual meetings. The Clerk is to circulate a new draft Members Code of Conduct when the County Council Code is finalised. The Clerk is to circulate a guide to Declaration of Interests.

Councillors thanked the Chairman for his report and he invited Cllr Forrester to give her report which included the following matters -

g) Publicity

Cllr Forrester reported on several matters of community interest including the AAP core budget for 2021/22, a new Community Woodlands project, an AAP Covid Restoration project and the recent meeting of the Chester-le-Street CDALC sub-committee from which Cllr Forrester had been re-elected as representative on the AAP board.

The Chairman thanked Cllr Forrester for her report and invited Cllr Gregory to give her Website report which included the following matters -

h) Website

Cllr Gregory advised that the website was being kept up-to-date although it could carry more information than it does at present.

The Chairman thanked Cllr Gregory for her Website report and invited her to give her Highways report which included the following matters -

i) Highways

Cllr Gregory reminded Councillors that all Councillors should be monitoring highways as the Highways Portfolio was currently without a portfolio holder. There was damage to a barrier although Highways England were aware of this and would carry out a repair.

The Chairman thanked Cllr Gregory for her report.

Item 7. 21/77 Correspondence

- 1) From County Councillor Craig Martin
 - a) Email re S106 application Park View Academy.
 - b) Email re bus shelters at Vigo Lane.
- 2) From Highways England
Email re flower beds at Picktree Lodge.
- 3) From County Durham Association of Local Councils
 - a) Email re meeting with the Police and Crime Commissioner.
 - b) Email requesting nominations for elected positions.
- 4) From Lambton Estates
Email re Parish boundary walk.
- 5) From Durham County Council
Email requesting proposals for Chester-le-Street & District AAP's COVID Restoration scheme.
- 6) Various planning applications, approvals and refusals from Durham County Council, of which the following were within North Lodge Parish:-
 - a) Application for single storey side extension to link up with existing garage, a pitched roof over the existing garage, conversion of the garage into habitable rooms and extension to driveway, at 27 Blind Lane.
 - b) Application for construction of a fabric covered building for use when readying cherry pickers for rental for a temporary period of 5 years, at Unit 32, Third Avenue, Drum Industrial Estate.

Item 8. 21/78 Items Requested by Councillors

a) Voting on proposals

Councillors discussed this proposal and agreed that where there was a clear consensus during a discussion in the meeting there was no mandatory requirement for a vote. However, any Councillor could request a vote on any proposal whilst under consideration.

b) Review of Standing Orders

Cllr Gregory outlined the need for the Standing Orders to be up-dated. The Clerk had previously circulated draft amendments and Councillors agreed to adopt these with the additional change of amending gender terminology to gender neutral. Councillors are to insert a copy of the amendments into their Standing Order booklet. The Clerk is to carry out an annual review of the Standing Orders to ensure they remain up-to-date.

c) Improving communication - Using social media

Councillors discussed the Chairman’s proposal and report which had been previously circulated. This was approved in principle with a need to co-ordinate a Facebook account with the website. An implementation report is to be produced for consideration by Councillors.

d) Improving representation - Co-option

Councillors discussed the Chairman’s proposal and report which had been previously circulated. This was approved for implementation in September.

e) The Annual Newsletter

Cllr May gave an update on progress to date. Councillors thanked Cllr May for all her work so far.

Item 9. 21/79 Payment of Accounts

TO	AMOUNT	REASON	VAT
Salaries	£ 464.04	Salaries July 2021	
Expenses	£ 90.00	Expenses July 2021	
Cty DhM Assn of Local Councils	£ 10.00	Training Fee	
D. Murrell (via Zoom inc)	£ 14.39	Monthly Subscription	£2.40
UKFast	£ 28.99	Monthly Subscription	£4.83
Total Payments	£ 607.42		

(Resolved - the payments be approved as submitted).

Item 10. 21/80 Other Matters for Information

a) Cllr Driscoll had kindly produced an audit of public seating in the Parish. This is to be an Agenda item for the September meeting of the Council.

b) Cllr Gregory had observed that the rear walls of the bus shelters in North Road at the entrance to Lombard Drive and opposite the Lambton Worm needed to be re-painted pending a discussion with Park View School regarding the possibility of artwork for the shelter walls being designed by the students. The Clerk is to arrange this.

c) Councillors joined with Cllr Forrester in congratulating the County Councillor on his election as Vice-Chairman of the AAP.

The Chairman closed the meeting at 8.40pm.

North Lodge Parish Council

Accounts for the month as submitted to the Meeting of North Lodge Parish Council held on Tuesday 21st September 2021.

TO	AMOUNT	REASON	VAT
Salaries	£ 463.84	Salaries August 2021	
Expenses	£ 90.00	Expenses August 2021	
Salaries	£	Salaries September 2021	
Expenses	£ 90.00	Expenses September 2021	
HM Revenue & Customs	£	P.A.Y.E.	
D. Hall	£ 165.00	Chair's Quarterly Allowance	
D. Murrell (via Morrisons)	£ 15.30	Postage Stamps	
D. Murrell (via Costco)	£ 13.19	Copier Paper	£ 2.20
D. Murrell (via Zoom inc)	£ 14.39	Monthly Subscription - August 2021	£ 2.40
D. Murrell (via Zoom inc)	£ 14.39	Monthly Subscription - Sept 2021	£ 2.40
UKFast	£ 28.99	Monthly Subscription - August 2021	£ 4.83
UKFast	£ 28.99	Monthly Subscription - Sept 2021	£ 4.83
DSJ Property Services	£ 180.00	Painting of Bus Shelter Walls	
Durham County Council	£2954.64	Flower Beds	£492.44
Durham County Council	£ 747.56	Website Hosting and Support	£124.59
Greenbarnes Ltd	£ 788.10	Purchase of Noticeboard	£131.34
Mazars LLP	£ 240.00	Audit Fee	£ 40.00
Total Payments	£		

Balance to 31st July 2021

Balance b/f	£72755.00	Balances at Bank:-	
Deduct Payments - July 2021	<u>£ 607.42</u>	Treasurers Account	£ 538.81
	£72147.58	Instant Account	<u>£71619.36</u>
		Total	£72158.17
Add Bank Interest Received	<u>£ .59</u>	Deduct cheques not yet presented	£ 10.00
Balance c/f	£72148.17		£72148.17

One cheque not yet presented =
£10.00 cheque number 1449 dated 20/07/21 for a training fee payable to County Durham Association of Local Councils.