

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 16th November 2021.

PRESENT: Chairman: Councillor Dennis Hall.

Councillors: Sue Brown, Margaret Caygill, Elsie Forrester, Jackie Gregory, Maureen May, Patrick Driscoll, Craig Martin, John Waugh.

County Councillor: Craig Martin (also in attendance as a Parish Councillor).

Clerk: David Murrell.

Before the commencement of the meeting there was an informal presentation by Neighbourhood Wardens Paul Rutherford and Claire Liddle. The Chairman thanked the wardens for the helpful and informative presentation.

The Chairman commenced the meeting by welcoming everyone.

Item 1. 21/102 Apologies for Absence

There were no Apologies for Absence

Item 2. 21/103 Declarations of Interest

Councillor Craig Martin declared interests as a Governor of Park View School and as a County Councillor.

Item 3. 21/104 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 -

Please note that I don't have anything in particular to report to this next meeting of the parish council. I have been dealing with residents' issues and representing their views through my work in County Hall.

The Chairman thanked the County Councillor for his report.

Item 4. 21/105 Adoption of Minutes of Meeting

The Minutes of the Meeting of the Parish Council held on Tuesday 19th October 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. 21/106 Chairman's Report

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

A Business Items: Forward Plan:

Community Engagement:

Community Fund Report - see Report at Item 8 c)

Further discussions with Park View School and Community Association - see Report at Item: 8 d)

Council Representation: Co options:

- To update

B Planned Activities:

NALC: Climate Change Report:

This item was circulated to Members on 28 October: I would like it to be tabled for discussion at the January meeting, with the request that Members consider the document and come forward with ideas for discussion

LGA: Working in Partnership Report:

How councils can work with the voluntary and community sector to increase civic participation?:
<https://www.local.gov.uk/publications/working-partnership-how-councils-can-work-voluntary-and-community-sector-increase>

This item was circulated to Members on 19 October: I would like it to be tabled for discussion at the January meeting, with the request that Members consider the document and come forward with ideas for discussion

Further discussions with Park View School and Community Association, subject to Item: 8 d)

C Items for Discussion/Agreement:

As per Agenda

D Other Matters:

Attendances:

Remembrance Event: Thursday 11 November North Rd

Approval of purchase of wreath costing £ 35

Remembrance Sunday 14 November, Chester le Street Town Centre

Item: 6 f Policy and Governance Portfolio

NALC calls on local councils to have a say on fixed penalty notices: (28 October):

The National Association of Local Councils (NALC) is calling on local (parish and town) councils to have their say on the impact of fixed penalty notices on littering behaviour.

The survey by the Scarab Trust and Essex School of Law follows recent research demonstrating that sometimes too harsh an approach to litter enforcement can be counterproductive and inadvertently make things worse. While a more persuasive educational message may be more successful if there is a forceful option in the background.

Anyone with experience of fixed penalty notices as a practitioner, who has been involved with giving or receiving a training course or has something to say about fixed penalty notices, is invited to register for the survey by emailing the Scarab Trust by 21 November 2021.

Item: 6 h Website Portfolio

NALC: Website Accessibility & Publishing Guidance:

<https://www.nalc.gov.uk/library/publications/3597-website-accessibility-and-publishing-guidelines/file>

Circulated: 9 November: if discussion necessary Members are requested to indicate.

Re the NALC Climate Change Report and the LGA Working in Partnership report, these are to be discussion items on the January Agenda. The Chairman thanked Cllr Forrester for her assistance at the Remembrance Sunday service.

Councillors thanked the Chairman for his report.

Regarding outstanding matters -

- a) Re Minute 21/92. Cllr Brown thanked Councillors for the warm welcome she had received on her co-option to the Council.
- b) Re Minute 21/97 section i). The Chairman and Cllr Brown are to have a discussion re the vacant Highways Portfolio.

Item 6. 21/107 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

Alleged door step fraud/theft.

Community Safety

Request made for volunteer speed watch staff to visit Picktree Village.

Password security, scam and crime prevention information, placed on the council's website and Facebook account.

Neighbourhood Wardens representative to attend meeting of councillors prior to the formal council meeting (16/11/21).

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

b) Finance

I have studied the financial information supplied to me by the clerk and I can confirm everything appears to be in order.

We currently have over £55,000 in the bank.

The Clerk had requested the issue of a debit card for the Council's Treasurer's Account and this was approved.

(Resolved - to approve the issue of a debit card, for the use of the Clerk, for the Treasurer's Account with Lloyds Bank).

The Clerk is also to investigate the possibility of setting up an arrangement with the Bank to make payments online.

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

c) Horticulture

Summary

Councillor Driscoll and I met with Ian Harland (Team Leader, Durham County Council) and Graham Cozens to discuss schedule of work required 04 November 2021

Update

1. County Council Flower Beds x 21

Nineteen of these flower beds have now been planted up with winter bedding and are satisfactory. The remaining two flower beds at Picktree Lodge have still to be discussed.

2. Jubilee Tree in Lombard Drive

Durham County Council have been reminded about Jubilee Tree in Lombard Drive.

3. Two Shrub Beds at North Road

Durham County Council are still awaiting price from bricklayers regarding stone walls

4. Picktree Lodge Entrance

Still ongoing as stated in last month's horticulture report. As of Sunday 15 November 2021- the power cabinet (fenced off) was still in situ. Ian Harland was informed and he will investigate.

5. Ambleside Court (Top of Vigo Lane) - Pathway into Estate

Shrubs require pruning to allow safe passage of pedestrians. Ian Harland informed

Re the power cabinet, Cllr Martin understood that it would be removed by Northernpowergrid no later than 1st December 2021. Re the shrubs at Ambleside Court, the Clerk is to contact the property management company for that site. Re the reinstatement of the two beds at the entrance to Picktree Lodge, Cllr Driscoll advised that the County Council had offered to pay for the labour if the Parish Council would pay for the materials. Councillors discussed this and agreed in principle to the offer subject to a design and a costing being agreed. Cllr Driscoll advised that the shrubs at the Northlands bus shelter had now been cut back by the County Council as part of the current contract with them.

The Chairman thanked Cllrs May and Driscoll for the report.

Councillors agreed to take **Agenda Item 8a)** next.

Re the appointment of a Gardener, the Clerk had approached nine gardening service businesses but only one quote had been received. Cllr Driscoll advised that the County Council Clean and Green section had been re-structured and he outlined the proposal from the County Council to continue to provide horticulture work in the Parish, and neighbouring Parishes, which would be subject to a new pricing structure. Councillors discussed this and agreed in principle to the proposal subject to an acceptable written quote from the County Council. Re the appointment of an Environment Contractor, the Clerk is to seek expressions of interest.

The Chairman invited Cllr Waugh to give his Planning report which included the following matters -

d) Planning

Cllr Waugh advised that he had concerns about the limited level of consultation on planning applications with the Parish Council by the County Council. Cllr Forrester kindly offered to raise this matter at the forthcoming CDALC Smaller Councils Forum meeting.

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

All equipment appears to be in good order.

The fault on the multi piece of equipment has not yet been repaired. I have reported it again.

The moles are busy once again in this area.

LOW FLATTS

All equipment appears to be in good order.

We have to decide if we are having the gap in the fence filled in.

No news yet regarding the renovation of our play areas.

Re the gap in the hedge at Low Flatts, Councillors agreed that this should be filled in.

The Chairman thanked Cllr Caygill for her report.

f) Policy and Governance

Cllr Hall's report was contained in his Chairman's Report (Minute 21/106, above).

Councillors thanked the Chairman 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 AAP funding, celebrations for the forthcoming Queen's Platinum Jubilee and street naming in County Durham.

The Chairman thanked Cllr Forrester for her report.

h) Website

Cllr Hall's report was contained in his Chairman's Report (Minute 21/106, above).

Councillors thanked Cllr Hall for his report.

i) Highways

In the absence of a Portfolio Holder, no report was presented.

Item 7. 21/108 Correspondence

1) From npower

Letter re electricity price.

2) From County Durham Association of Local Councils

email re meeting with the Police and Crime Commissioner.

3) From UKFast

Quote for two additional email addresses.

(Resolved - that the Clerk is authorised to sign the contract on behalf of the Council).

4) From Durham County Council

Letter re tax base 2022/23.

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

Application for two bay windows to front elevation, at 11 Queensmere.

Item 8. 21/109 Proposals, Reports and Requests for Consideration

a) Appointment of a Gardener / Environment Contractor

See Minute 21/107 section c), above.

b) Budget: Forward Planning

The Clerk advised Councillors of the projects put forward to date for consideration in the budget forecasting for the year 2022/23. Councillors considered these and agreed that the project for the replacement bus shelter at Picktree Village should go ahead now, an acceptable design and costing having been received from the County Council.

c) Establishing a Community Fund

The Chairman had prepared a Report, copies of which had been previously circulated. Councillors discussed the Report and agreed to adopt it in its entirety.

d) Proposed Park View School & North Lodge PC Platinum Jubilee Civic Arts Award Programme

The Chairman had prepared a Report, copies of which had been previously circulated. Councillors discussed the Report and agreed to adopt it in its entirety. Parish Council judges on the judging panel are to be Cllrs Caygill, Driscoll and Waugh.

e) Arrangements for the proposed visit of the Police and Crime Commissioner

Councillors agreed to defer this item to the January 2022 meeting of the Council.

Item 9. 21/110 Payment of Accounts

TO	AMOUNT	REASON	VAT
Salaries	£ 516.04	Salaries November 2021	
Expenses	£ 90.00	Expenses November 2021	
D. Murrell (via JAQ HQ Ltd)	£ 108.00	Design & Printing of Leaflets	£ 8.00
D. Murrell (via Zoom inc)	£ 14.39	Monthly Subscription - Nov 2021	£ 2.40
D. Murrell (via Cartridge Shop Ltd)	£ 35.90	Printer Ink	£ 5.99
UKFast	£ 28.99	Monthly Subscription - Nov 2021	£ 4.83
Cty DhM Assn of Local Councils	£ 20.00	Training Fees	
D. Hall (via Cestria Florist)	£ 35.00	Poppy Wreath	
Total Payments	£ 848.32		

(Resolved - the payments be approved as submitted).

Item 10. 21/111 Other Matters for Information

There were no other matters for information.

The Chairman closed the meeting at 8.45pm, wishing everyone a very happy and enjoyable winter break.

North Lodge Parish Council

Accounts for the month as submitted to the Meeting of North Lodge Parish Council held on Tuesday 18th January 2022.

TO	AMOUNT	REASON	VAT
Salaries	£ 517.84	Salaries December 2021	
Expenses	£ 90.00	Expenses December 2021	
D. Murrell (via Wilko Ltd)	£ 11.50	Batteries for Tree Lights	£ 1.92
D. Murrell (via Zoom inc)	£ 14.39	Monthly Subscription - Dec 2021	£ 2.40
D. Murrell (via ALCC)	£ 50.00	Annual Subscription	
UKFast	£ 36.24	Monthly Subscription - Dec 2021	£ 6.04
Society of Local Council Clerks	£ 144.00	Annual Subscription	
Durham County Council	£ 473.83	Attending to Tree Lights	£ 78.97
S. E. Harrison & Sons	£ 144.00	Supply of Christmas Tree	£ 24.00
D. Hall	£ 165.00	Chair's Quarterly Allowance	
HM Revenue & Customs	£ 468.60	P.A.Y.E.	
Salaries	£ 517.14	Salaries January 2022	
Expenses	£ 90.00	Expenses January 2022	
D. Murrell (via Zoom inc)	£ 14.39	Monthly Subscription - Jan 2022	£ 2.40
UKFast	£ 36.24	Monthly Subscription - Jan 2022	£ 6.04
CDALC	£ 10.00	Training Fee	
Down to Earth Landscapes	£ 120.00	Erect Christmas Tree and Lights	£ 20.00
Great North Air Ambulance	£ 500.00	Donation	
Total Payments	£3403.17		

Balance to 30th November 2021

Balance b/f	£58586.15	Balances at Bank:-	
Deduct Payments - Nov 2021	<u>£ 848.32</u>	Treasurers Account	£ 136.75
	£57737.83	Instant Account	<u>£57621.54</u>
		Total	<u>£57758.29</u>
Add Bank Interest Received	<u>£ .46</u>	Deduct cheques not yet presented	£ 20.00
Balance c/f	£57738.29		£57738.29

One cheque not yet presented -
£20.00 cheque number 1471 dated 16/11/21 for training fees payable to County Durham Association of Local Councils.