

# Greencroft Parish Council

Minutes of the Ordinary Meeting held at Lynwood House, Lanchester on  
Tuesday 28 June 2016 at 7.00p.m.

**Present** Mr J Johnson – Chair  
Mr C Lee, Mrs D Parry, Mr D Quayle and Mrs V Self

## **Apologies**

There were no apologies for absence

## **79/16 Declarations of Interest**

There were no Declarations of Interest

## **80/16 Public Participation**

No members of the public were present at the meeting

## **81/16 Minutes of the last meeting**

- (i) **Resolved** - that the minutes of the Annual Council Meeting held on 24 May 2016 be confirmed as a correct record and signed by the Chair
- (ii) **Resolved** - that the minutes of the Ordinary Meeting held on 24 May 2016 be confirmed as a correct record and signed by the Chair

## **82/16 Correspondence**

- (i) **County Durham Association of Local Councils – Nominations for County Association**  
Members considered nominations for the County Association  
**Resolved** - that Councillor David Bell is nominated for Vice Chair
- (ii) **LCR – Summer 2016 magazine**  
**Resolved** - that the magazine be received
- (iii) **The Pensions Regulator – letter**  
Members were informed about the information received  
**Resolved** - that the information be received
- (iv) **County Durham Association Training Event – ‘Your Council, Your Finances, Your Responsibility’**  
Members considered attendance at the training event  
**Resolved** - that the information be received and kept on file

**83/16 Parish Council Website**

Members were informed that the new domain name of [www.greencroftparishcouncil.info](http://www.greencroftparishcouncil.info) had been purchased along with a hosting package. The website is currently being designed. Once the new website goes live arrangements will be made to take down the old website.

**Resolved** - that the information be received

**84/16 County Durham Plan**

Members were informed that the County Plan Options and Issues document was being consulted on. A link to the document had been previously circulated to members.

**Resolved** - that this item is placed on the next agenda for further discussion.

**85/16 External Audit 2015 / 16**

Members were informed that external audit had questioned the asset register submitted with the external audit papers. It has been necessary to adjust the register to include the replacement fencing. It is likely that this will incur an administration fee.

**Resolved** - that the information be received

**86/16 National Salary Award 2016 - 2018**

Members were informed of the agreed National Salary Award which includes a 1% salary increase from 1 April 2016 and a further 1% increase from 1 April 2017.

**Resolved** - that the award is applied to the Clerks position

**87/16 Position of Clerk**

Members discussed the arrangements for the recruitment of a new Clerk. Three applications had been received by the closing date. Members discussed the process for interview

**Resolved that:**

- (i)** The three candidates are invited for interview
- (ii)** The interviews be held on Thursday 14 July at Lynwood House
- (iii)** The Chair and Vice Chair undertake the interviews
- (iv)** A list of questions is drawn up

**88/16 Financial Information**

Consideration was given to the report of the Clerk

**Resolved** - that the report be received

**89/16 Clerk – Hours Worked**

**Resolved** - that approval be given for payment for 9 hours worked in June

**90/16 Accounts for Payment**

**Resolved** - that approval be granted for payments made as follows:

CDALC	- annual subscription	- £40.74
Total Results Ltd	- website domain & hosting	- £91.00
Village Voice	- advert	- £15.00

**91/16 Chairperson's Announcements**

There were no announcements

**92/16 Questions from Members**

Chris Lee informed members of a new gate which has been installed on Maiden Law Bank.

**Resolved** - that further investigations are made

**93/16 Date of Next Meeting**

**Resolved** - that the next Ordinary meetings of the Council be held in Lynwood House on Tuesday 26 July 2016 at 7.00pm and Thursday 29 September at 7.00pm

**Meeting ended at 8.20 p.m.**