

# Greencroft Parish Council

Minutes of the Ordinary Meeting held at Lynwood House, Lanchester on  
Monday 21 March 2016 at 7.00p.m.

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

## **Apologies**

There were no apologies for absence

## **32/16 Declarations of Interest**

There were no Declarations of Interest

## **33/16 Public Participation**

No members of the public were present at the meeting

## **34/16 Minutes of the last meeting**

**Resolved** - that the minutes of the Ordinary meetings held on 26 January and 23 February be confirmed as a correct record and signed by the Chair

## **35/16 Correspondence**

- (i) Great North Air Ambulance**  
**Resolved** - that the letter of thanks for donation be received
- (ii) Clerks and Councils Direct – March Newsletter**  
**Resolved** – that the Newsletter be received
- (iii) Durham Constabulary – letter**  
**Resolved** – that the letter from Durham Constabulary be received

## **36/16 Grass Cutting**

The Clerk provided information on prices received for grass cutting

**Resolved** - that

- (i)** A D Purves be appointed to undertake 10 cuts of the grass in the 'blue' area at a cost of £29.00 + vat per cut
- (ii)** A D Purves be appointed to apply herbicide to the 'blue' area on two occasions through the season at a cost of £24.25 + vat per application
- (iii)** A D Purves be appointed to apply herbicide around the seats in the 'yellow' area on two occasions through the season at a cost of £18.25 + vat per application

- (iv) The Parish Council meet the cost of 8 cuts in the 'green' area to top up cutting carried out by Durham County Council on land in its ownership. The eight cuts to be carried out by Durham County Council at a cost of £403.46 plus VAT

**37/16 Memorial Seat**

It was reported for information that the seat had been installed

**Resolved** - that agreement be given for the installation of a plaque on the seat

**38/16 Transparency Code – application for funding**

Members were informed that confirmation of grant in the sum of £518.78 had been received to purchase a laptop and printer. Members agreed that an internet security package be purchased.

**Resolved** - that the position be noted and arrangements be made for the purchase of the equipment

**39/16 Review of Risk Assessment**

Consideration was given to the report of the Clerk. It was agreed that the item 'Internet Security' be added to the risk assessment, with the purchase of an internet security package included to reduce the risk.

**Resolved** - that the report be approved as amended

**40/16 Review of Internal Audit**

Consideration was given to the report of the Clerk

**Resolved** - that the report be received and the recommendations adopted

**41/16 Financial Information**

Consideration was given to the report of the Clerk

**Resolved** - that the report be received

**42/16 Clerk – Hours Worked**

**Resolved** - that approval be given for payment for 10.5 hours worked in February and 8 hours in March

**43/16 Accounts for Payment**

**Resolved** - that approval be granted for payments made as follows at the next meeting:

|                           |                        |           |
|---------------------------|------------------------|-----------|
| Great North Air Ambulance | - Donation             | - £50.00  |
| S Laverick                | - Expenses             | - £32.07  |
| CCL Office Ltd            | - Stationery           | - £73.61  |
| S Laverick                | - Salary (Jan – March) | - £202.05 |
| HMRC                      | - Tax (Jan – March)    | - £50.40  |

**44/16 Chairperson’s Announcements**

There were no announcements

**45/16 Questions from Members**

There were no questions from members

**46/16 Date of Next Meeting**

**Resolved** - that the next Ordinary meeting of the Council be held in Lynwood House on Wednesday 27 April 2016 at 7.00pm

**Meeting ended at 7.35 p.m.**