

## Greencroft Parish Council

Minutes of the Council Meeting held on 30 May 2023 at 6.00pm at Lynwood House,  
Lanchester

Present: Sandra McDonagh, Jane Cain, Dorothy Parry, County Councillor Doug Oliver,  
County Councillor Mike McGaun, Paul McAdam (Clerk)

Apologies: Gavin Jarvis, Vivien Self, Barbara Jamieson

### 67/23 Declarations of Interest

None.

### 68/23 Public Participation

None.

### 69/23 Minutes of the last Meeting

**Resolved** that the Minutes of the last meeting held on 25 April 2023 be **AGREED** as a correct record.

### 70/23 Planning and Road works

DCC reports had been circulated.

An application (Ref DM/23/01137/RM) had previously been approved for 2 dormer bungalows but had now been amended to two larger properties and concerns had been raised to councillors.

It was **AGREED** that the size and style of these 2 planned properties do not fit in with the surroundings and there were also concerns about parking space for properties of that size.

It was **AGREED** that a response should be provided to DCC Planning with these concerns.

### 71/23 Annual Governance and Accountability Return

**RESOLVED** – Members received and noted the Annual Internal Audit Report

**RESOLVED** – Members approved the Annual Governance Statement (Section 1)

**RESOLVED** – Members approved the Accounting Statements (Section 2)

**RESOLVED** – Members approved the Certificate of Exemption

**RESOLVED** – Members agreed that the Exercise of Public Rights should begin on 6<sup>th</sup> June 2023

### 72/23 County Councillor Update

There had been a number of changes in the roles and responsibilities of councillors at the mid-stage of the election cycle, including Mike being elected as Vice Chair of Durham County Council.

Councillors continue to liaise with DCC Highways regarding the speeding signs which have been approved.

To date there has been no further planning application regarding the further proposed solar farm.

### **73/23 Clerk Update**

Website Updates – No further updates of old meeting records had been made since the last meeting.

Contract of Employment – It had not been part of the Internal Audit findings but the auditor had identified that it was good practice for the clerk to have a contract of employment, which was not currently the case.

The auditor is sending some template contracts which could be used as a basis. It was **AGREED** that a contract should be drawn up based on the templates.

Hours Worked – 13 hours worked in May and it was **AGREED** for these to be paid at the end of the quarter.

### **74/23 Budget**

2023/24 budget position circulated prior to meeting – not a lot of activity to date.

### **75/23 Accounts for Payment**

CDALC Annual Membership - £42.33

Zurich Municipal – Annual Insurance 2023/24 - £206.08

Steve Ragg – Internal Audit Fee - £80.00

Jane Cain – Refund for purchase of flowers - £22.98

Also ink required for printer which will be purchased by the clerk and refunded.

It was **AGREED** for all payments to be made.

### **76/23 Boundary Review – Proposed Changes to Lanchester Ward**

The proposed Boundary Review was discussed which is carried out to try and ensure that all wards are roughly the same size.

This particular review will see a reduction in councillors by approximately 1/5 and would also see Greencroft Parish move from Lanchester Ward to Consett North Ward.

It was felt that Greencroft Parish was more appropriately placed in Lanchester Ward due to the strong links between Greencroft and Lanchester and the transport links between the two.

It was felt that members of the public were not really aware of this review and it was **AGREED** that a small leaflet should be produced and delivered within Greencroft Parish to raise the issue with members of the public and urge them to respond to the consultation exercise.

It was **AGREED** that the clerk would draft a leaflet and look to get it printed for councillors to distribute.

#### **77/23 Traffic Issues in Village**

Nothing further to report.

#### **78/23 Seat and Fence Inspections**

Jane Cain had carried out the monthly check and identified no further changes in conditions since last month. It had previously been agreed that Jane could purchase paint for these and then be refunded.

#### **79/23 Questions from Members**

None received.

#### **80/23 Chair Announcements**

None.

#### **81/23 Any Other Business**

None

#### **82/23 Next Meeting**

Tuesday 27<sup>th</sup> June at 6.00pm at Lynwood House and also via Zoom