

Greencroft Parish Council

Minutes of the Council Meeting held on 27 May 2025 at 6.00pm at Lynwood House, Lanchester

Present: Vivien Self (Chair), Jane Cain, Ann Bell, Gavin Jarvis, Paul McAdam (Clerk)

Apologies : Dorothy Parry, County Councillor Karen Allison

71/25 Declarations of Interest

None

72/25 Public Participation

None.

73/25 Minutes of the last Meeting

Resolved that the Minutes of the Ordinary Meeting held on 29 April be **AGREED** as a correct record

74/25 Planning

DCC reports had been circulated.

75/25 County Councillor Update

No County Councillors in attendance.

Paul had contacted the 2 new County Councillors to invite them to the meeting and had received apologies from Karen Allison, who hoped to meet with Greencroft Parish Council soon but had noticed that the June meeting clashed with the meeting of Stanley Town Council so would not be possible.

76/25 Clerk Update

Park Area – Nathan had carried out work to sand and stain 2 seats in the park and has forwarded his invoice for payment.

It was **AGREED** that Paul would contact Nathan to inform that payment would be delayed until the bank account signatory issue is resolved and also ask about the repairs he is due to carry out to the damaged seat.

Banking – The process has started with Lloyds Bank to open a new bank account 3 signatories – Vivien, Dorothy and Paul.

It is also necessary to add Vivien as a signatory on the Barclay account to be able to access funds held here and this process has also commenced.

Audit – Internal Audit has been completed by Gordon Fletcher who has submitted his invoice for payment.

It was **AGREED** that Paul would contact Gordon to inform that payment would be delayed until the bank account signatory issue is resolved

Hours Worked – Estimated 16-17 for MAY And it was **AGREED** for these to be paid at the end of the quarter.

77/25 Budget

Due to signatory issues there had been no expenditure made from the council account in 2025/26.

2 payments have been agreed but due to the signatory issue paid privately by the clerk

Emmerson Fencing £120 – Payment agreed 25/3/25

CDALC £58.35 – Payment agreed 29/4/25

These will be reported to council again for agreement to reimburse clerk once signatories are sorted.

Additionally the clerk has purchased Printer Ink for £34.98 and is yet to claim reimbursement.

78/25 Accounts for Payment

Waters & Co Property Services – Park Seats Maintenance - £140

Gordon Fletcher – Audit Services - £100

It was **AGREED** that both invoices could be paid but to contact payees and request a delay until bank signatories are sorted.

79/25 Traffic Issues in Village

As previously discussed, the issue of the Vehicle Activated Signage will be discussed with the new county councillors when possible.

80/25 Statement of Internal Control

Discussion around circulated document with some suggested amendments regarding wording about the number of councillors and the financial records.

It was **AGREED** that Paul would update Statement and report back to Council.

81/25 Seat and Fence Inspections

Jane had carried out the inspection and no further issues had been identified. There was 1 seat still awaiting repair and it was **AGREED** that Paul would chase this with Nathan Waters.

82/25 Questions from Members

None received.

83/25 Chair Announcements

None.

84/25 Any Other Business

Ann had recently been approached by a resident about an issue accessing a Public Footpath via a stile. It was **AGREED** that Paul would check that this is to be reported to DCC via 'Do It Online' and for further details to be provided to make the report.

The purchase of a replacement seat and the purchase of commemorative signage required in the park will be discussed at the next meeting and relevant information will be circulated by Paul prior to meeting.

85/25 Next Meeting

Tuesday 24th June at 6.00pm at Lynwood House.

Vivien unable to attend and chair the meeting.