

**Minutes of Belmont Parish Council Meeting held on Thursday 1<sup>st</sup> May 2014  
at 7.00 p.m in Belmont Community Centre**

**Present:** Chairman D.J. Southwell, Vice-Chair G. Robinson-Lundy, Councillors T. Charlton, K. Corrigan, P. Conway, B. Howarth, S. Inglis, E. Mavin, L. Mavin, R. Murphy, B. Muylaert, A.C. Walker.

**Also present:** C. Atkinson, Parish Clerk  
Mr. A. Thurlwell, I.T.Support  
PCSO C.M. Gilley

Councillor E.Mavin moved meeting; Councillor G. Robinson-Lundy seconded

**14.01 Election of Chairman for 2014/2015 and signature of Declaration of Acceptance of Office**

Councillor E.Mavin nominated Councillor D.J. Southwell; seconded by Councillor B.Howarth

**Agreed.**

**14.02 Election of Vice-Chairman for 2014/2015 and signature of Declaration of Acceptance of Office**

Councillor D.J. Southwell nominated Councillor G. Robinson-Lundy, seconded by Councillor S. Inglis.

**Agreed.**

**14.03 Apologies for Absence**

Apologies for absence were received from Councillors J. Corrigan, J. Knight, D. Waggott.

**14.04 Chairman's Discretionary Fund for 2014/2015**

**Received and Agreed: £50**

**14.05 Asset Register of Council Property**

1) Asset Register to be forwarded to Asset Task Group.

An Asset Register was handed to all councillors

**Received and Agreed.**

2) Suggested that War Memorial Insurance value be raised to £20,000

**Agreed:** to refer to the Asset Task Group for approval

**14.06 Annual Return**

Annual return was agreed and signed by the internal auditor: Mr G Fletcher

**Agreed:** to be passed to external auditor.

**14.07 Committees and Working Parties**

**Received and Agreed**

**14.08 Representatives of Outside Bodies and Organisations**

Councillor A.C.Walker: County Durham Association of Local Clerks

Councillor B.Howarth and Councillor D Waggott: Belmont Community Association.

Councillor J. Knight: Area Action Partnership

Congratulations go to Councillor J. Knight, for election to the Area Action Partnership.

#### **14.09 Calendar of Meetings for 2014/2015**

To re-amend councillors' details

#### **14.10 Declarations of Interest**

Declarations of Interest were received from Councillor P.Conway for Planning.

Declarations of Interest were received from Councillor K.Corrigan Planning.

#### **14.11 Miscellaneous Reports**

##### **a) Police**

##### **Thefts From Vehicles**

There have been 2 thefts from vehicles in the Belmont area; no forced entry in either – 1 car left unlocked.

##### **Criminal Damage**

There were 4 reports of vehicle criminal damage at the beginning April – 5<sup>th</sup> to 8<sup>th</sup> April. One report on the building site at Ramside Hall – 14/04/2014.

##### **Burglary**

There was 1 reported burglary

Carrville High street – 21/04/2014 – entry gained by unlocked door .

##### **Anti-Social Behaviour**

4 - Belmont- 3 Incidents of youths causing nuisance, 1 incident of eggs been thrown  
20/04/2014.

3 - Carrville - 2 off- road bikes,1 youth causing nuisance.

##### **b) Community Warden Report**

No warden present.

##### **c) Members of The Public**

None present.

#### **14.12 Planning Matters**

1) Ramside Estates – further applications for individual plots had been submitted.

**Agreed:**a County Council Planning Officer will be invited to speak to the Parish Council about conditions relating to Ramside Estates development. The suggested date is 19<sup>th</sup> June 2014 at 6.00 p.m. at Belmont Community Centre.

2) Petch: no comment

The Chair of the Planning Committee, Councillor B Howarth, mentioned the planning application. It was discussed and agreed by full parish council that there would be no views or concerns raised.

3) Bristol Street Motors: no further information on the committee date was known.

**Agreed:**that Councillor Howarth should speak at committee.

**14.13 Confirm and Sign the Minutes of the Parish Council Meeting held on the 3rd April 2014**

**Agreed:** With amendments.

**14.14 Matters Arising from the Minutes not on the Agenda**

Councillor S.Inglis asked about the erection of a traffic island at the junction of Willowtree Avenue and Belmont Road. Councillor P.Conway assured him that it will be completed in due course.

Councillor A.C.Walker enquired what progress had been made regarding bus stop on Belmont Road,by Sportsmans Arms.

Councillor B.Howarth informed the meeting that a form requesting information about the War Memorial had been completed by the Friends of Belmont War Memorial and passed to the Clerk for forwarding.

Councillor E.Mavin enquired about the Cheveley Park basket swing. The Clerk informed the meeting that the baskets return by the County Council is expected.

The tender for Cheveley Park fencing is in progress and Wicksteeds are working towards a start date.

**14.15 Matters of Information, Clerk's Report, Correspondence Tabled Items – For Information**

**(a)** Letters were forwarded/received from:

- 1) Bdo Stoy (Annual Return)
- 2) Diocese Letter (Belmont Cemetery extension consecration).
- 3) E-mails forwarded to Durham County Council (Bridleways) (Northumbrian Water)
- 4) 10, Downing Street (£2.000 off your Employers National Insurance) applicable to employers who employ 10 employees on minimum wage.
- 5) Mr A. Thurlwell (Jobseekers Allowance) salary amounts.
- 6) Letters regarding tenders to Wicksteed Playscapes and Brambledown Landscapes.
- 7) Planning (Ramside Estates and Bristol Street Motors)
- 8) Natural England (Changes to receiving Payments from 1<sup>st</sup> January 2015) Grant received for Scrambles.
- 9) Mr Steven Ragg (Financial Regulations and Policies)
- 10) PP3 Form posted to Mrs E. Crowe.

**b) Correspondence Tabled Items:**

- 1) Grass Roots.

**Received.**

**c) Minutes, Accounts, Agenda Storage (County Hall Records Office)**

Clerk to produce a list of items required for depositing at the County Hall Records Office.

**Agreed.**

**d) Zurich Municipal Insurance Premium (Due 1<sup>st</sup> June 2014) £3,486.29**

**Agreed.**

**e) Vat Return submitted 23/04/2014**

**Received and Agreed.**

#### **14.16 Risk Management in Relations to Items on the Agenda**

Members please note:- this is a standard item. Risk Management has been considered when compiling these notes for February 2014 meeting and has been incorporated into reports and presented to Members.

**Received.**

#### **14.17 Cemetery Reports**

##### **(a) To receive the report of Burials during the month of April 2014**

(1) Stuart Wright      Mr G.R. Watson      Plot LL7

##### **(b) To receive the report of Grave and Ashes Purchases during the month of April 2014.**

(2)

##### **(c) To Consider Memorial Erection and Additional Inscription Applications, April 2014**

(0)

##### **(d) Ashes interred in Burial plots April 2014**

(1)

Councillor Patrick Conway left the meeting at 7.35pm

#### **14.18 Financial Matters**

##### **a) To receive receipts and payments of Accounts from 21<sup>st</sup> March – April 23<sup>rd</sup> 2014** **Received and Agreed.**

##### **b) To Consider Donation Requests**

1) Donation to County Durham Brass Band: **Declined**

2) Donation to Toma Fund: at the Chairmans suggestion a donation of £50.00 was proposed by Councillor B. Muylaert and seconded by Councillor E. Mavin.

**Agreed.**

#### **14.19 Year End Budget Sheet 2013/2014**

Presented, Approved and Signed.

#### **14.20 Monthly Budget Sheet**

**Received and agreed.**

#### **14.21 Working Party Reports**

##### **a) Playground Development Committee information**

1) Work on the Cheveley Park play area is to start next week

2) Work on the Basket Swing is in progress.

##### **b) Planting Scheme Working Party Information**

1) Spring Judging

Children's Art Competition

To be held on Thursday 12<sup>th</sup> June at Belmont Library. The Mayor's Representative Councillor P Conway to attend and judge.

2) Hanging baskets and planting tubs. It was agreed that residents of Carrville High Street should be asked if they were willing to have any baskets. We also need to find out if the

receivers of the baskets are covered by their insurance to display them in case of accident. This could also apply to tubs in the parish.

3) Plants to be handed out to residents of Broomside Court.

It was suggested that Houghall College could be a provider of plants in future years.

4) A new rose bed has been planted up at Brackendale Road.

5) Poppy seeds to commemorate WW1 have been sown in appropriate locations in the parish.

**c) Cemetery Working Party Information**

**Agreed:** For North East Site Maintenance to jet wash the cemetery wall.

The Clerk was requested to set up a meeting of the Cemetery Working Party.

**d) Friends of Belmont Scrambles Group Information**

1) Part of Scrambles embankment and bracken set alight.

2) Mrs Elaine Crow has agreed to pay 50% of costs towards motorbike proof gates and fencing.

**Agreed:** To send costings to the Finance Working Party when completed.

3) A complaint has been received about the entrance to a Public Right of Way from Birkdale Gardens being very muddy. It was suggested that wood chippings might help.

**Agreed:** for Councillor Howarth to give the contact details of the Public Rights of Way Officer to Councillor K Corrigan who agreed to deal with the issue.

**e) Parish Plan Steering Group Information**

No meeting this month

**f) Planning Committee**

No meeting this month.

**g) Finance Working Party**

No meeting this month

**h) Personnel & Training Advisory Panel**

A meeting to be held next week.

**i) Asset Task Group**

No meeting this month

**j) Quality Parish Status**

No meeting this month.

**k) Jubilee Working Party**

1) The working party would like the garden to be a sensory garden and for it to be accessible by wheelchair users.

2) The working party also requested a name change to the garden from Jubilee Garden to Memorial Garden.

**Agreed.**

I) Councillor Howarth requested a meeting of the Newsletter Writing Group.

**14.22 Ward Reports**

(a) Belmont Ward

1) Graffiti on motorway fence.

(b) Gilesgate Moor Ward

1) Street lighting.

2) Fly tipping behind Willowtree shops parallel to school.

(c) Carrville Ward

Councillor B.Howarth reported that an area of open land at the bottom of Carrville High Street is owned by Ramside Hall; problems with maintenance of site should be reported to Mr John Adamson. Councillor Howarth to outline problems to the Clerk and provide contact details of Mr John Adamson at Ramside.Hall.

**Agreed:** that the Clerk writes to Mr Adamson to express the concerns of the Parish Council

**14.23 Any other Business, Date and time of next meeting Thursday 5<sup>th</sup> June 2014 at 6.30pm in Belmont Community Centre.**

a) Natural England

Information received.

b) Local Councils Explained

**Agreed:** to purchase one copy.

c) Dog Fouling

StreetScene have specified that each report of dog fouling must be accompanied by location details, in order for staff to do deal effectively with the problem.

**Agreed:** for a meeting with Mr Ian Hoult, Senior Manager of Streetscene to be held on 19<sup>th</sup> June at 6.00 p.m. in Belmont Community Centre to discuss dog control orders and related issues.

d) Moor Field

The gates have been inspected: some are not fit for purpose.

**Agreed:** To look into increased security of Moorfield.

A site survey has revealed that for security purposes, the gates are inadequate.

Date -----

Signature -----