

**Minutes of Belmont Parish Council Meeting held on Thursday 5<sup>th</sup> June 2014  
at 6.30 p.m in Belmont Community Centre**

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

**Also present:** C. Atkinson, Parish Clerk  
Mrs S. Overton Clerical Assistant  
Public (1)

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

**14.24 Apologies for Absence**

Apologies for absence were received from Councillors J. Corrigan, K. Corrigan, P. Conway

**14.25 Declarations of Interest**

Members Please Note :- this is a standard item. If Members are aware of a personal or prejudicial interest in relation to any item on the Agenda this should be disclosed at this stage or when the interest becomes apparent during the consideration of an item in accordance with the Code of Conduct for Members. This item is linked to your Declaration of Members Interest forms please consult these forms when reading these notes on agenda items to ensure compliance with this item.  
None

**The Chairman suspended Standing Orders.**

**14.26 Miscellaneous Reports**

a) Police

There were no police present at the meeting.

b) Warden Report

There were no wardens present at the meeting.

Councillors expressed dissatisfaction at repeated non attendance of police and wardens.

c) Members of The Public

(1)The Chair of the Gilesgate Residents' Association made a request to display notices of events in the notice boards within the parish.

**Agreed:** Full Parish Council

**The Chairman re-imposed Standing Orders.**

**14.27 Planning Matters**

Obtained from Durham County Council Planning Department for May 2014

Planning reports were handed out to all Councillors; May Countywide Delegated List and May Weekly planning list.

A meeting to be arranged to be held on Thursday July 17<sup>th</sup> with planners and representative from Ramside Hall Estates at 5.30 p.m. in Belmont Community Centre.

**14.28 Confirm and Sign the Minutes of the Parish Council Meeting held on the 1<sup>st</sup> May 2014**

**Agreed:** Signed with amendments.

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

(a) Letters/E-mails sent, received

(1) A letter was sent to Mr J. Jones at Durham County Council regarding overhanging trees blocking light at number 7 and 8 Cheveley Park. Mr Jones explained that trees were not a Durham County Council problem or a Parish Council as there is no requirement to lop trees for light. The resident needs to be made aware of this when they come back from holiday.

(2) Diocese Registrar (confirming date and time of consecration.

(3) Cheveley Park Fencing (Wicksteeds) Monday 9<sup>th</sup> June at 9.30

The Clerk requested that all LGA forms were completed by council members and returned to the parish office.

Councillor B. Howarth raised a concern of overhanging trees at 21 Cheveley Walk and said Mr E Malarkey was to look at them.

The condition of the cemetery wall was discussed and referred back to the Cemetery Working Party. Councillor B. Howarth said the entrance was too narrow and that new gates were needed.

A meeting of the Cemetery Working Party and Finance Working Party was agreed for Thursday 10<sup>th</sup> July in Belmont Community Centre. at 9.30 a.m. if specifications are agreed then it will need to go out to tender, three tenders would be requested.

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

**Agreed:** to discuss later the repair or rebuild in stone, brick or fencing, Belmont Cemetery wall, the cemetery entrance would be widened by two feet and new gates would be required.

**Agreed:**to request three companies to tender.

**Agreed:**for the Cemetery Working Party and Finance Committee to meet on 10<sup>th</sup> July 2014 at 9.30 a.m. in Belmont Community Centre.

The Clerk has tried to contact Mr. T Collins on the update of the Cheveley Park basket swing but to date there has been no communication. Councillor Southwell requested collating information on the matter.

The Clerk reported that she has been in contact with Mr J. Constantine from Wicksteeds regarding fencing in Cheveley Park Play area, the work is due to start on Monday 9<sup>th</sup> June and should take about a week.

Councillor E. Mavin said that he had been in contact with Ms. Maude regarding the Memorial Garden.

The Clerk reported that she had contacted Streetscene regarding dog fouling in Cheveley Park.

The Clerk has reported that there has been no reply from Mr. J. Adamson at Ramside Hall Estates regarding maintenance on the land at the bottom of Carrville High Street.

Councillor B. Howarth said she had e-mailed the Public Rights of Way Officer regarding the muddy entrance from Birkdale Gardens to Scrambles, but has not as yet received a reply

**14.31 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 June 2014 meeting and has been incorporated into reports and presented to Members.

**Received.**

**14.32 Financial matters**

Finance documents outlining Receipts and Payment of Accounts.

**(a) To receive receipts and payments of Accounts from April 23 – May 23<sup>rd</sup> 2014 \***  
Agreed

**(b) To Consider Donation Requests**

(0)

**(c) Membership and Subscriptions**

(0)

**14.33 Cemetery Reports**

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

(1) J. Tindale                                      Plot J 721                                      Stuart Wright Funeral Services

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

(1)

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

(2)

**(d) Ashes interred in Burial plots May 2014**

(0)

**14.34 Audit Report**

Clerks Annual Governance Statement. (2014/2015)

Internal Audit Report (G Fletcher) Annual return

Internal Audit Plan for 2014/2015 (G Fletcher)

**Received and Agreed:**

**14.35 Cemetery Extension**

**Agreed:** for a maximum of ten people per invitation.

Councillor B. Howarth informed members that the consecration would be conducted by the Bishop of Jarrow and the Church of England Diocesan Registrar.

**14.36 Queens Garden Party**

Councillor Walker said he had thoroughly enjoyed the day and that it had been a great honour to attend the event. An amount of £150. 00 was granted towards travelling expenses.

**Received:**

**14.37 Ward Reports**

**(a) Carrville**

No report.

**(b) Belmont Ward**

A concern was raised regarding the amount of litter behind Cheveley Park shops, Councillor E. Mavin requested that Mr. I. Hault was to be requested to come out and have a look at the problem.

**Agreed:** for the Clerk to contact the local County Councillors regarding environmental health.

A concern was raised that branches from the Scrambles overhanging into the garden of 21 Cheveley walk.

**Agreed:** for Mr E. Malarkey to cut back the branches at 21 Cheveley Walk.

A concern was raised regarding pot holes in the road.

**(c) Gilesgate Moor Ward**

Councillor S. Inglis raised a concern of illegal parking outside shops.

**Agreed:** that this was a Durham County Council concern.

A concern was raised of speeding cars in the area, a speed limit of 20 m.p.h. was suggested.

**Agreed:** that this was a Durham County Council matter.

A concern was raised of builders obstructing pathways whilst work was being carried out in the area; could workers be requested to move?

**Agreed:** that this was a Durham County Council matter.

### **14.38 Working Party Reports**

**a) Playground Development Committee information**

No report.

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

Planting Scheme Working Party handout.

**(c) Cemetery Working Party Information**

Cemetery Working Party handout.

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

It was reported that the local Beavers, Cubs and Scouts had met up and trampled the Bracken and Himalayan Balsam on the Scrambles; a job well done.

Three contractors had been approached regarding gates to Scrambles; two have responded, awaiting the third.

**(e) Parish Plan Steering Group Information**

No report.

**(f) Planning Committee**

A report was given earlier in the meeting.

**(g) Finance Working Party**

No report.

**(h) Personnel & Training Advisory Panel**

No report.

**(I) Asset Task Group**

No report.

**(j) Quality Parish Status**

No report.

**(k) Memorial Garden**

No report.

**14.39 Any other Business, Date and time of next meeting Thursday 3<sup>rd</sup> July 2014 at 6.30pm in Belmont Community Centre.**

a) The Clerk presented to members a list of items to store at the County Hall Records Department.

b) Painting parish office

An offer to paint the parish office and labour came from Mr E Malarkey

**Agreed:** Belmont Community Association committee have no objections to this.

**Agreed:** By Full Parish Council.

The meeting closed at 8.50 p.m.

Date -----

Signature -----