

**Belmont Parish Council Minutes for Thursday 4th September 2014 held in Belmont Community Centre at 6.30p.m.**

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

**Also Present:** Mr. D. Henry (Civic Pride Officer)  
Mrs C Atkinson (Parish Clerk)

**14.62 To Receive Apologies for Absence**

Apologies for absence were received from Councillor A.C.Walker and Councillor J. Corrigan  
B. Snow (Warden)  
E. Mail: received from Police

**14.63 To Receive 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.

Councillor P.Conway (Planning)  
Councillor K.Corrigan (Planning)  
Councillor J.Knight (Community Association)  
Councillor Mrs B.Howarth (Community Association)

**The Chairman imposed standing orders**

**14.64 Civic Pride Officer**

The main aims of the Belmont Parish Council Responsible Dog Owner Campaign 2011 are to educate, promote good practise and, where necessary, impose fines as a last resort.

There is a possibility of a mini -campaign to be held at parish level.

Councillor P Conway put forward that the Parish Council request a mini campaign in Belmont Parish. Councillor J. Knight requested that the Parish Council be involved as it supports the cause already - issuing free dog bags.

The Civic Pride Officer agreed to a further meeting in September 2015.

**14.65 To Receive Miscellaneous Reports**

**(a) Police**

There were no police present (a police report has been received)

**(b) Community Warden**

Apologies were received.

**(c) Members of the Public**

None present

**14.66 To Consider and Make Comment on Planning Matters\***

Obtained from Durham County Council Planning Department for August 2014

(1) Bristol Street Motors High Street Carrville Durham, DH1 1AU. (relocation of wash/valet bay)

The Chair of the Planning Committee talked members through the Planning Report for August-September 2014 which will be attached to the 3<sup>rd</sup> July 2014 minutes.

(2) 9 Pittington Lane

(3) Ramside Park dwelling and garage.

Agreed: for a one hour planning event to be arranged in October for members & public on the first Thursday of the month at 5.30-6.30 p.m.

**14.67 To Confirm and Sign as a Correct Record Minutes of the Parish Council Meeting held on Thursay 3rd July 2014**

Minutes attached. \*

Received minutes for 3<sup>rd</sup> July 2014, with amendments.

1/ 6.00p.m changed to 6.30p.m.

2/ Minute No 14.35, Bishop of Jarrow and by t church, the t has been removed.

3/ Minute No 14.55, cost of £3280 changed to £3,280 and £1000 changed to £1,000

4/ Minute No 14.60, initials of members have been added to surnames.

**14.68 To Receive Matters of Information, Clerk's Report, Correspondence Tabled Items – For Information \***

**(a)** Letters/E-mails sent, received

(1) Land Registry (Belmont Cemetery) – that the application had been received

(2) Department of Work and Pensions (Mr. A Thurlwell) Reference request.

(3) BDO Stoy (Audit Questionnaire)

(4) Thank you letters for consecration. (Durham Diocesan Registrar, Rev M Threfall-Holmes, Bishop of Jarrow, Parish Hall.

(5) Thank you letter from- (Durham Diocesan Registrar)

(6) Letter Received from Mrs. Turnbull regarding purchase of four ashes plots, lives in Middlesex.

**Agreed: unanimously**, to decline four ashes plots.

(7) Letter from Mrs. Middleton regarding surround and alcohol on plot PP11, now resolved.

(8) Wicksteeds (Questionnaire)

(9) Mrs. Horn (Donation for lock cut off at Scrambles gate)

(10) The Chair gave information that this item was being dealt with by Zurich Insurance on behalf of the Parish Council. Solicitors (alleged incident at Cheveley Park play area) response (no change in circumstances)

(11) Trees on Scrambles overhanging and dropping water onto cars.

**Agreed:** for ward councillors to have a meeting to look at areas of concern.

All information had been received.

**(b) Correspondence Tabled Items:**

(1) Grass Roots (Community News)

(2) Clerks Magazine

(3) Clerk and Councils Direct, Annual Society of Local Council Clerks meeting will be held on the 10<sup>th</sup> October at 2.35 p.m. Bristol £49.00 a day £365.00 for conference (Ramside in 2015)

(4) Thank you letter for returning the Beautiful Durham Trophy had been received.

(5) Room Hire at Belmont Community Association, Community Centre would be £10.00 - £20.00 per hour, a registration fee of £25.00

**14.69 To Receive Matters Arising from the Minutes not on the Agenda Scrambles Gate**

Kissing Gate and tow field gates entrances, changed to entrance.

**14.70 To Consider Risk Management in relation to Items on the Agenda**

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

**Received:**

**14.71 To Consider and Make Comment on Financial Matters\***

Finance documents outlining Receipts and Payment of Accounts

To receive receipts and payments of Accounts from 25<sup>th</sup> June – 31<sup>st</sup> July 2014 \*

**(a) Received:**

**(b) To Consider Donation Requests**

1) Mayor's Appeal (Finchale Training College)

**Agreed:** to donate £50.00

(2) Learning Library (Belmont)

**Agreed:** to donate £50.00

**(c) Membership and Subscriptions**

(0)

A Budget was presented to Belmont Parish Council Members, dated to the 31/7/2014.

**Received:**

**The Chair thanked the staff for their work regarding Finance.**

**14.72 To Consider and Make Comment on Cemetery Reports\***

**(a) To receive the report of Burials during the month of July/August 2014**

(1) Mr J Hoban	CR8	Stuart Wright Funeral Services
(2) Mrs E Ralph	Y39	Stuart Wright Funeral Services
(3) Mr J Brodie	JJ15	Co-op Funeral Services

**Received and Agreed**

**(b) To receive the report of Grave & Ashes Purchases during the month of July/August 2014**

(2)

**Received and Agreed**

**(c) To Consider Memorial Erection and Additional Inscription Applications, July/August 2014**

(1) Edna Ralph	Y39	Scott Memorials
(2) Mary Maud Davies	B44	Co-op Funeral Services
(3) Inscription Jean Tindle	J721	Scott Memorials

**Received and Agreed**

**(d) Ashes interred in Burial Plots July/August 2014**

(0)

**Received and Agreed**

**(e) Letter received from Mrs Turnbull requesting four ashes plots**

**14.73 Risk Assessment**

**Received and Agreed.**

**14.74 Standing Orders**

**Agreed:** for members to read the standing orders, either to agree amendments or as set at the October meeting.

**Received and Agreed.**

**14.75 The Civic Pride Officer**

This item was discussed earlier in meeting.

**14.76 Cheveley Park Pathway**

**Received:** the work is now complete, repair required to drain head.

**14.77 Plaques (Public Liability)**

**Agreed:** for the Clerk to enquire with Zurich Insurance.

**14.78 Belmont Community Association, Door Replacement**

A letter received regarding a donation for £350.00 for a cooker for Belmont Community Center.

**Received:** Declined.

A letter received regarding a donation for Entrance Doors to be replaced in Belmont Community Centre.

**Received:** Declined.

**14.79 60ft Tree (Renny's Lane)**

**Agreed:** to arrange a site meeting.

**14.80 Audit Report 2014 (B.D.O. Stoy)**

**Received:**

**14.81 Medium Term Financial Planning 2015-2016 Budget Setting.**

**Received:**

**14.82 Parish Council Website**

Councillor Mrs R.Murphy explained that the parish council website is now up and running, that the Information Technology Assistant, Mr A Thurlwell has now been trained and updated in regards to the website.

Councillor J.Knight thanked Councillor R.Murphy and Mr. A Thurlwell, Information Technology Assistant for their work.

**14.83 To Receive Reports from Ward Councillors**

**Belmont Ward**

No report received.

**Gilesgate Moor Ward**

The Chairman D.J.Southwell raised a concern regarding the amount of rubbish in Moor Crescent which could lead to a problem with rats.

**Carrville**

Councillor J.Knight raised a concern of speeding traffic along Broomside Lane.

**14.84 To Receive Committee / Working Party Reports**

(a) Playground Development Committee information

Councillor E Mavin produced a pro – forma for Dog Signs, to be produced and placed in all play area's within the parish, this was handed to the parish Clerk, to order the signs.

(b) Planting Scheme Working Party Information

No Report

(c) Cemetery Working Party Information

As given in notes of Cemetery Working Party meeting held on the 10<sup>th</sup> July 2014.

(d) Friends of Belmont Scrambles Group Information

As given in Report of Chairman of Belmont Scrambles.

(e) Parish Plan Steering Group Information

No Report

(f) Planning Committee

As report given under item 14.04

- (g) Finance Working Party  
A meeting was held on July 29<sup>th</sup> August – the finance working party were not quorate.
- (h) Personnel & Training Advisory Panel  
No Report
- (i) Asset Task Group  
No Report
- (j) Quality Parish Status  
No Report
- (k) Memorial Garden  
No Report

**14.85 Any Other Items of Interest to Note or for Inclusion on the next Agenda.**  
**Date and time of next Meeting –Thursday 2nd October 2014 at 6.30p.m to be held at Belmont Community Centre**

Meeting closed at 9.00 p.m.

Date: \_\_\_\_\_

Chairman Signature \_\_\_\_\_