

**Minutes of Belmont Parish Council Meeting held on Thursday 4th December 2014
at 6.30p.m. in Belmont Community Centre.**

Present: Chair Cllr D.J.Southwell, Councillors, B. Howarth, K. Corrigan, T. Charlton, S. Inglis, L. Mavin, J. Knight, A. Walker, P. Conway, D. Waggott, R. Murphy.

Also Present: C. Atkinson (Parish Clerk).

14.127 Receive Apologies for Absence

Apologies were received from Vice – Chair Cllr G. Robinson – Lundy, Councillors, J. Corrigan, E. Mavin, B. Muyleart.

14.128 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.

Declarations of Interest were received from Councillors, P. Conway, K. Corrigan (Planning).

14.129 To Receive Miscellaneous Reports

(a) Police

There were no police present at the meeting.

A Sherburn Neighborhood report for November 2014 regarding Belmont Parish was presented to all members.

The report will be attached to the minutes.

Received:

(a) Community Warden

A Neighbourhood Protection Team Update for October 2014 was presented to all members, there was no warden present at the meeting.

Obscene graffiti on the skate bowl park was reported by Councillor B. Howarth to Streetscene, requesting that the graffiti be removed as soon as possible. She asked that the Parish Council also reported it.

Received:

(b) Members of the Public

There were no members of the public present at the meeting.

Received:

14.130 To Consider and Make Comment on Planning Matters

Obtained from Durham County Council Planning Department for November 2014.

The Weekly Planning List – November 2014 and the Countywide Delegated List – November 2014 will be attached to the minutes.

Copies of plans for the items below will also be attached to the minutes.

1/ Willowtree Avenue – DM/14/03318/RM

A committee meeting has taken place regarding the application.

Agreed: that a letter be sent to the delegated planning officer with concerns regarding:

- a) Drainage
- b) Inclusion of a 3 storey apartment block
- c) Proximity of houses to Willowtree Avenue
- d) Traffic (request that single yellow lines are pursued on both sides of the road between Willowtree Avenue and Belmont Road)
- e) Reduction of traffic noise to properties near A690 slip road;
- f) Planting and landscaping – including maintenance of area under pylons
- g) The surfacing and adoption of the entire length of the Public Right of Way, westwards along edge of slip road, through estate and down to Willowtree Avenue.

- That a response to the Rights of Way officer be sent with the same views on the Rights of Way as above.

2/ 99, Thorndale Road – DM/14/03570/FPA

Agreed: that a site meeting should take place in respect of the following concerns:

- a) Proximity of the development to Thomas Moor School, blocks the view and makes a blind spot to traffic exiting from drive;
- b) No other fences of similar height in the vicinity – adverse to visual amenity.
- c) It is believed that the fence encroaches on Durham County Council land.

- Site visit arranged for 8/12/14 after which, if agreed, a letter to be sent to delegated planning officer.

3/ Sherburn Village Development – DM/14/03242/AD

It was confirmed that a letter had been sent to the delegated planning officer saying Belmont Parish Council supports Sherburn Parish Council with regard to the impact that the development will have upon the Doctor's Surgery.

4/ Bristol Street Motors signage – DM/14/03242/AD

Concern was expressed about sign B due to the proposed height, position and illumination. Motion proposed to object to the above vote – in favour 5, against 4.

Agreed: to send a letter to the planning officer regarding the above.

Please Note: that Councillor P. Conway, K. Corrigan, declared an interest before discussion of this item and did not take part in any discussion or vote.

14.131 To Confirm and Sign as a Correct Record Minutes of the Parish Council Meeting held on Thursday 6th November 2014

Minutes attached. *

Agreed: For the Chairman to sign the minutes with 1 amendment.

Minute No: 14.106, B. Howarth changed to K. Corrigan.

14.132 To Receive Matters Arising from the Minutes not on the Agenda

(a) Senior Citizens Christmas Party.

Arrangements for travel and catering services have been made for Wednesday 10th December 2014 at 12.00a.m, to be held in Belmont Community School.

Start time of 1.00p.m. for the pantomime.

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

(a) Letters/ E-mails forwarded to:

- 1/ Mr P Herbert (Planning) Sherburn Village Development
- 2/ Cemetery (Land Registration)
- 3/ Revenues and Benefits (Ebiling & SMS Texting Services) **Agreed:** for the form to be filled in for e-billing.
To reduce the need for paper/ Electronic Communications Application for Business Rates.
- 5/Rural Payments Agency – (rural land maps)- Scrambles.

Agreed: Recommended to forward to Councillor B. Howarth and The Friends of Belmont Scrambles.

6/ Natural England – Change to timing of payments

7/ Learning Library – Thank you letter for donation of £50

8/ Pension Scheme – Mr N Orton - information received.

Agreed: To forward to the Personnel Committee in order to draft an offer of a pension scheme for the Parish Clerk.

9/ How many parish councils have had police representation at parish council meetings –
Mr S. Ragg has no information.

10/ Belmont Community Association – Thank you letter for Donation received.

11/ The Mayor – Thank you letter for Donation received.

12/ The Local Government Pension Scheme

(Information given to all members by C. Atkinson the parish clerk)

13/ Play Area Dog Signs, to be A4 size, now awaiting pro – forma from Interplan Signs.

Received: Items 1/2/3/4/6/7/9/10/11/12/13.

(b) Correspondence Tabled Items:

- 1/ Bulletin War Memorials Trust
- 2/ Fly Tipping Leaflets for Notice Boards

14.134 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 December 2014 meeting and has been incorporated into reports and presented to Members.

Received:

14.135 To Consider and Make Comment on Financial Matters*

Finance documents outlining Receipts and Payment of Accounts

To receive receipts and payments of Accounts from 22nd October- 25th November 2014 *

Received:

(a) To Consider Donation Requests

(0)

Received:

(b) Membership and Subscriptions

(0)

Received:

(c) To agree the Financial Regulations*
Copies are in Full Council Packs

Received:

14.136 To Receive and Make Comment on Cemetery Reports*

(a) To receive the report of Burials during the month of November 2014
(1)

Received:

(b) To receive the report of Grave & Ashes Purchases during the month of November 2014
(0)

Received:

(c) To Consider Memorial Erection and Additional Inscription Applications, November 2014
(1)

Received:

d) Ashes interred in Burial Plots November 2014
(1)

Received:

Minute No: 14.19 Cemetery Ground Levelling

Agreed: to level works in the cemetery at a cost of £1,260.00

Minute No: 14.10 Cemetery Reports

Received:

14.137 Cemetery Land Registration

Received: That the Deeds have been received at the parish office, the Chair D. J. Southwell requested that the Clerk make a copy of the Deeds to be submitted to the archives in County Hall.

14.138 Dog Bags

This item was discussed later in the meeting.

14.139 Belmont Scrambles (Trees)

A meeting has taken place with Oliver's Tree Surgeons in order to take advice regarding pollarding and maintenance of trees within the Scrambles area. Residents in nearby effected properties received a visit from the parish council, the residents were happy that the works would be taking place.

Please Note: Councillor B. Howarth, R. Murphy declared an interest before the item was discussed and have taken no part in the discussion.

Agreed: that the works and costs are approved.

14.140 Northumbria in Bloom (Form & Fees)

Agreed: Fee of £200 be paid and the application form filled out and posted.

14.141 Exclusion of Public and Press

That under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s. 100 of the Local Government Act 1972), the public and press be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.

Received:

14.142 Budget 2015/2016

The Budget was presented to all members.

Agreed: for the Information technology Assistant and Clerical Assistant to have a pay rise at a pro – rata rate of £7.85 per hour, to commence on April 1st 2015.

Agreed: for the Personnel Committee to manage the changes to be made to the staff contracts and make recommendations to full council.

Minute No: 14.12 Dog Bags

Agreed: to add £1,000 for dog bags to the budget, with details of how the expenditure is to be agreed at a later date

The Chairman thanked our parish clerk Mrs C. Atkinson for working very closely with the Chairman for this budget to be presented.

14.143 Precept 2015/2016

Agreed: a request for a Precept increase to £72,277.50, which is a 4.75% increase, which means a 1.5p increase per household

14.144 Cemetery Fees

Table of Fees

Agreed: To forward the Table of Fees to all Funeral Services and Memorial Services, fees to be implemented on the 15th December 2014, this information will be available on the parish council website

14.145 Cemetery Ground Leveling Costs

This item was discussed earlier in the meeting.

14.146 Summer Planting Costs

Agreed: The costings of the Summer Planting from the estimate received from North East Site Maintenance.

14.147 To Receive Committee / Working Party Reports

(a) Playground Development Committee information

No meeting this month.

(b) Planting Scheme Working Party Information

A report from the meeting which took place on the 9th October 2014 was presented to all members.

(c) Cemetery Working Party Information

No meeting this month.

(d) Friends of Belmont Scrambles Group Information

A report was presented from the meeting which took place on the 4th December 2014 to all members.

(e) Parish Plan Steering Group Information

No meeting this month.

(f) Planning Committee

Planning was discussed earlier in the meeting.

(g) Finance Working Party

Two reports were presented to members from meetings which took place on the 28th November 2014 and the 26th November 2014.

(h) Personnel & Training Advisory Panel

No meeting this month.

(i) Asset Task Group

No meeting this month.

(j) Quality Parish Status

No meeting this month.

14.148 To Receive Reports from Ward Councillors

Belmont

No Report

Carrville

A member requested an update regarding the land at Broomside Lane and the member was informed that the work regarding ownership of deeds was ongoing.

Gilesgate Moor

No Report

14.149 Any Other Items of Interest to Note or for Inclusion on the next Agenda.

Date and time of next Meeting –Thursday 8th January 2015 at 6.30p.m to be held at Belmont Community Centre

The meeting closed at 9.00p.m.