

**Minutes of Belmont Parish Council Meeting held on Thursday 1<sup>st</sup> September 2016  
at 6.30pm In Belmont Community Centre.**

**Present:** Chairman Councillor D. J. Southwell, Vice Chair Mrs R. Murphy, Councillors T. Charlton, P. Conway, S. Inglis, J. Knight, B. Howarth and E. Mavin,

**Also Present:** Mrs Shirley Overton (Parish Clerk)  
Mr. John Murphy, Area Action Partnership.

**16.65 To Receive Apologies for Absence**

Apologies for absence were received from Councillors J. Corrigan, K. Corrigan, L. Mavin, G. Lundy, B. Muylaert, D. Waggott and A.C. Walker.  
Apologies for absence were also received from Belinda Snow Community Warden.

**16.66 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 Councillor P. Conway.**

**The Chairman suspended Standing Orders.**

**16.67 To Receive Miscellaneous Reports**

**(a) Police.**

There were no Police present at the meeting, a report will be forwarded to all members when received.

**(b) Community Warden.**

Apologies for absence were received from Belinda Snow Community Warden.  
A Neighbourhood Watch report was received from Mr. Robin Chapman (resident) and circulated to all Councillors.

**(c) Members of the Public.**

(0)

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

**16.68 Area Action Partnership Regarding Budget Consultation**

Mr. John Murphy, representative from the Area Action Partnership regarding Budget Consultation gave a brief talk regarding Budget Consultation in the area. Councillors to be e-mailed details of a meeting to be held on Wednesday 20<sup>th</sup> September at 6.00 pm in Durham Town Hall, The Parish Office to forward the information via e-mail to all Councillors as soon as details are received from Mr. Murphy regarding the meeting, Councillors to ring 03000 263 593 to book a place.

16.69 **To Consider and Make Comment on Planning Matters\***.

Councillor B. Howarth gave a planning report to councillors, the Chairman thanked Councillor Howarth. - see attached

Planning Obtained from Durham County Council Planning Department for the months of July/August 2016

Planning Consultation PRE90/16/02491 Telephone Box, Cheveley Park Shopping Centre Durham. \*

**Agreed:** Councillors agreed **not** to get involved in adopting a phone box.

Councillor E. Mavin proposed **not** to adopt a telephone Box.

Chairman Councillor D.J.Southwell seconded it.

Everyone agreed to the proposal at a vote apart from Councillor J.Knight who abstained.

16.70 **To Confirm and Sign as a Correct Record Minutes of the Meeting of Belmont Parish Council held on Thursday 7<sup>th</sup> July 2016. Minutes attached \***

**Agreed.**

16.71 **To Receive Matters Arising from the Minutes not on the Agenda.**

16.49 (c) Consultation of Parish Council by Durham County Council Regeneration and Economic Development – Assets: regarding a request to purchase land adjacent to 7 Eskdale Close, Belmont, to be used as domestic garden land – A letter was drafted and an e-mail sent to Mrs J.Elcoat Asset Management Durham County Council.

16.57 106 Monies Public Art.

Councillor B.Howarth sent an e-mail to Durham County Council Councillors regarding the repainting of mural on Skate Bowl at top of Moorfield

16.57 Open Spaces

Councillor E.Mavin informed the meeting that he had e-mailed the three County Councillors regarding the play area at the bottom of Moorfield. Their replies were not clear regarding the Parish Council taking over the maintenance of the play equipment from Durham County Council. At the meeting Councillor P. Conway stated that he did not recollect the e-mail exchange but has now checked back and can see that he was in full agreement with the suggestion, providing Belmont Parish Council considered the financial implications as it was being suggested ownership as opposed to straightforward maintenance.

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

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

(1) Thank you letter to Belmont Community School – Senior Citizens Summer Show 2016.

- (2) Thank you letter to The Right Worshipful The Mayor of Durham Councillor Edward Bell for his attendance at the Awards Ceremony at Belmont Library (Childrens Art Competition).
- (3) Thank you letter to Kelly Dunbar – Dunelm Florist.
- (4) HMRC VAT Return.
- (5) Letter to KEOGHS Solicitors regarding Liam Jones case -
  
- (6) Letter to Lorraine Holding (Legal Assistant Highways) Durham County Council regarding Application to Stop up Highway verge to the North of Willowtree Avenue, Gilesgate Moor.

**Agreed:** At this present time there has been no form received from KEOGHS Solicitors with regards to the Liam Jones case, the form requires authorisation from the Parish Council to move forward positively, the Chairman D.J. Southwell looked to members for support with regards to this matter.

16.73 **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.

16.74 **To Consider Financial Matters\*.**

Finance documents outlining Receipts and Payment of Accounts during the month of July/August 2016..

Bank reconciliation to end of July/ August 2016.

(a) **To Receive receipts and payments of Accounts during the month of July/August 2016**

(b) **To Consider Donation Requests during the month of July/August 2016**

(0)

(c) **Membership and Subscriptions**

(0)

16.75 **To Consider and Make Comment on Cemetery Reports\*.**

(a) **To Receive the report of Burials during the month of July/August 2016**

Mary Robinson	NN 8 Section (B) New Double	Stuart Wright. Funeral Services
Charles Bede Burnside	Q1 Section C	Sherburn Hill Funeral Services

**(b) To Receive the report of Grave & Ashes Purchases during the month of July/August 2016**

Mr E. Williams	Ashes 7a	
Mary Robinson	NN 8 (Section B)	Stuart Wright Funeral Services

**(c) To Consider Memorial Erection and Additional Inscription during the month of July/August 2016**

Jackson	Ashes 6a Plaque	North East Granite
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**d) Ashes interred in Burial Plots during the month of July/August 2016**

Mary Jobling	Re-open EE 9 Section A	Sherburn Hill Funeral Services
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**Received and Agreed:**

**16.76 Example of Typical Burial Plot / Grave Letter\*.**

Councillor B. Howarth reported that concerns over grave spaces relating to the maintenance of some graves by owners was a sensitive issue and needed to be dealt with in a sympathetic way. Councillors discussed issues regarding tributes, memorabilia, Health and Safety and whether the current Rules and Regulations provided adequate information for grave owners. Councillor B. Howarth reported that thirty more spaces for children had been allocated in the Roman Catholic Section of the cemetery.

**Agreed:** To send a letter to the family of the graves in question, where there is an issue. Councillors agreed to support what the sub-committee intends to do (Cemetery Working Party). Councillor P. Conway suggested a twelve month waiting period after an interment. The Chairman Councillor D.J. Southwell will hand deliver the letters.

Dog signage in the cemetery was discussed and an example was passed around to Councillors, saying dogs must be on leads and owners must clean up after their dogs with the usual penalties for not doing so.

**Agreed:** That the Parish Office order up two signs with posts, to be placed in the cemetery for information purposes.

**16.77 106 Monies.**

Councillor E. Mavin reported that all six play areas had been visited by three representatives from HAGS--SMP, Playdale and Wicksteeds with regards to the updating of play equipment. Quotes have been requested from the three companies, who will send quotations to the Parish Office with Tender wrote on the front, the envelopes to be opened by the Playground Development Committee and then passed onto the Finance Working Party and all Councillors for information purposes.

**Agreed:** The outcome of the tender process to be conveyed to the County Councillors.

- 16.78 **Road Traffic Closure Order, Remembrance Sunday.**  
 Councillor B. Howarth reported that a Road Closure Order was not required for this year's Remembrance Sunday event on 13<sup>th</sup> November 2016. The Parish Council has purchased two 'narrowing of road signs' and that two Police Officers will be in attendance. Friends of Belmont War Memorial would like to meet with Mr. Roger Culprin (Network Operations Manager) to discuss the arrangements. Chairman D.J. Southwell suggested Councillors B. Howarth and E. Mavin arrange a meeting nearer the time to finalise arrangements.
- Agreed:** The Chairman D. J Southwell to contact Mr. Roger Culprin (Network Operations Manager) to discuss details.
- 16.79 **Placement of Speed Humps on Hawthorn Road.**  
 Councillor E. Mavin received a concern from a resident regarding speeding cars along Hawthorn Road, Carrville. Councillor P. Conway advised that following an earlier resident request regarding road bumps had been investigated but that given the traffic levels and other calming measures being considered they were not deemed feasible.
- Agreed:** Chairman Councillor D.J. Southwell to contact the appropriate officer Mr K. Jameson, Traffic Asset Management, Durham County Council with regards to the Feasibility Study. Councillor E. Mavin to contact resident to inform him with what is happening at this given time.
- 16.80 **Installation of Coal Tub\*.**  
 It was reported that the installation of the coal tub on the grass verge has been confirmed and that the Parish Council meets the criteria under part 12 of the Town and Country Planning (General Permitted Development).
- 16.81 **Outcome of Stopping up Order, Willowtree Avenue.**  
 This matter to go to Court on Monday 3<sup>rd</sup> October at 10 am at Durham Magistrates Court.
- 16.82 **Barclays Bank Carrville Closure\*.**  
 Councillors were informed that Barclays Bank, Carrville will be closing on November 25<sup>th</sup> 2016. Residents will be able to use the Post Office in Cheveley Park Shopping Centre as an alternative.
- 16.83 **To Receive Working Party Reports\*.**
- (a) **Asset Task Group**  
 No meeting held this month.
  - (b) **Cemetery Working Party**  
 A meeting was held on the Tuesday 2<sup>nd</sup> August 2016 – see attached notes\*  
 A site meeting was held on Wednesday 3<sup>rd</sup> August – see attached notes.
  - (c) **Finance Working Party**  
 No meeting held this month.
  - (d) **Friends of Belmont Scrambles Group Information**  
 A report has been received from Ken Neat (Friends of Belmont Scrambles) – see attached. \*
  - (e) **Parish Newsletter**  
 No meeting held this month

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

No meeting held this month

(g) **Planning Committee**

A meeting was held on Tuesday 9<sup>th</sup> August 2016 at 9.30 am in Belmont Community Centre.

\* see attached notes.

(h) **Planting Scheme Working Party**

A meeting was held on Friday 11<sup>th</sup> July at 9.30 am in Belmont Community Centre – see attached notes. Councillor J. Knight reported that the rose beds have now been reinstated in front of Belmont Community Centre. Chairman Councillor D.J. Southwell said he was happy to water the beds during the growing season.

(I) **Playground Development Committee information**

A site meeting was held on Tuesday 23<sup>rd</sup> August 10.30 am and 24<sup>th</sup> August 2016 at 10.00am in Cheveley Park Play Area. \* see attached notes.

(J) **Area Action Partnership (AAP)**

Councillor J. Knight reported that Area Action Partnership meetings were sometimes not well attended, looking at ways to increase participation by the Parish Council.

(k) **National Association of Local Councils (NALC)**

No report given.

16.84 **To Receive Reports from Ward Councillors.**

**Belmont**

Vice Chair Councillor R. Murphy reported a concern regarding overhanging trees from another two residents from Cheveley Walk.

**Agreed:** To contact Oliver's Tree Services for a site visit at the appropriate time.

A concern was raised regarding a group of young people clearing verges and severely cutting back trees behind residents' properties in Rennys Lane, in the underpass leading to Cambridgeshire Drive. The group appeared to be supervised by an older person.

**Carrville**

Councillor B. Howarth reported that Durham County Council had removed litter and fly-tipping as requested.

A concern was raised of a dog heard howling for three days in a resident's garden. Chairman Councillor D.J. Southwell reported that there was still no progress with regards to the fence near the railway embankment.

**Gilesgate Moor**

A concern was raised of an increasing number of cars parking on the grassed area near the top of Moor Crescent.

A concern was raised regarding a pole sticking out of the ground, close to footpath opposite Marshall Terrace on the grassed area.

16.85 **Any Other Business, Date of Next Meeting Thursday 6<sup>th</sup> October 2016.**

The meeting closed at 8.35 pm.

Chairman Signature----- Date -----