

Minutes of the Belmont Parish Council meeting held on Thursday 7<sup>th</sup> September 2017 at 6:30pm in Belmont Community Centre

Present: Chairman Councillor D.J. Southwell, Vice-Chair R. Murphy, Councillors J. Appleby, E.B. Finlay, E. Mavin, B. Howarth, S. Inglis, P.L. Langley, M. M. Leggott, S. Lowes, L. Mavin and S. White

Also Present: S. Overton Parish Clerk,  
Members of the Public (3)  
Neighbourhood Warden (1)

17.70 To Receive Apologies for Absence.

Apologies for Absence were received from Councillors J. Corrigan, O. Whear and J. Sykes.  
**Received.**

17.71 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.

**Received.**

**The Chairman suspended Standing Orders.**

17.72 To Receive Miscellaneous Reports

(a) Police.

There were no Police present.

(b) Community Warden.

The Warden reported that there had been a significant reduction in stray dogs since the Public Space Protection Order (P.S.P.O.) had been implemented. Concerns during the month included abandoned vehicles, anti-social behaviour, dog fouling, fly tipping and untidy gardens. Information leaflets were handed out to all Councillors regarding Neighbourhood Services in the area along with contact details for information.

The Chairman thanked the Warden for his attendance.

(c) Members of the Public

A concern was raised regarding four youths in possession of a firearm near Willowtree Avenue and also near the closed Gilesgate School, The Police 101 service had been contacted where police said incident had now been closed.

A query was raised from a resident enquiring when the Police would be administrating the 20m.p.h Limit. The Chairman to work with members of the Newsletter Group to discuss information relating to the 20 m.p.h. Limit being placed in the next edition of the Parish Newsletter, advising what steps members of the public can take.

A suggestion regarding the proposed 20 m.p.h. signage at Buckinghamshire Road should have two signs on either side of the road. The Chairman has requested

information on the completed design of the 20m.p.h. scheme to look at and unpick if there are any problems.

A concern was raised regarding parking issues at Travellers Rest, the Warden has passed this to Parking Teams.

A concern was raised regarding dog fouling near the hairdressers off Willowtree Avenue, also off Pittington Lane, beside the golf course, the Warden to do regular patrols in the area.

A concern was raised regarding potholes in Thorndale Road, County Councillor E. Mavin to meet with resident to discuss issues.

A concern was raised regarding parking on yellow lines near library and Cheveley Park shops the matter to be taken further with Durham County Council.

Councillor J. Appleby left the meeting at 6.50 am.

The Warden left at 7.10 p.m.

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

Members of the Public left at 7.40 pm.

#### **17.73 To Consider and Make Comment on Planning Matters\*.**

a) Lists of Parish Planning Applications for July/August 2017 and Delegated Approvals for July/August 2017.

b) Notes from Planning Committee Meeting on Tuesday 3<sup>rd</sup> August 2017.

c) Letter to delegated planning officer re DM/17/ 02355/AD: Ernest Place signage.

d) Reply from Councillor S. Henig re Rennys Court, cladding and fire safety.

e) Letter to Head of Highways Development and reply re Rennys Lane, street bollards.

f) Letter to planning officer re DM/17/02035/FPA: The Durham Centre, change of use.

Councillor B. Howarth gave a verbal report on applications in the above documents drawing particular attention to applications:

**DM/17/01827/FPA** for Avant Homes – Retaining Wall (retrospective application).

Agreed: that Councillor Howarth should speak with regard to this application at the Durham County Council Planning Committee Meeting on Tuesday, 12<sup>th</sup> September 2017, summarising our concerns as discussed and emphasising retrospective status of application.

**For details of all matters discussed please see 3<sup>rd</sup> August 2017 Planning Committee Notes (attached) and letters as referred to above and in Clerks correspondence.**

The Chairman thanked Councillor B. Howarth for her report.

#### **17.74 To Confirm and Sign as a Correct Record Minutes of the Annual Meeting of Belmont Parish Council held on 6<sup>th</sup> July 2017. Minutes attached \*.**

**Agreed.**

17.75 To Receive Matters Arising from the Minutes not on the Agenda.

17.51 pg 1 – (c)The gate has now been installed in Cheveley Park Play Area.

17.59 pg 4 - Cheque signatories will be dealt with shortly.

17.68 pg 6 - A problem with trees between 49-51 Willowtree Avenue has now been resolved.

17.69 pg 6 – A meeting of Friends of Belmont War Memorial to be held on September 19<sup>th</sup> where a request for adding additional names will move forward before this years

Remembrance Service to be held on Sunday 12<sup>th</sup> November 2017.

County Councillor E. Mavin informed Councillors that the Police will not be attending any more Parish Council meetings but will be working with the Area Action Partnership (AAP) and sending reports to Parish Councils instead.

**Received and Agreed.**

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

1/ Letter to Councillor S. Henig Leader of Durham County Council regarding fire safety in Rennys Court.

2/ Letter to Stuart Timmiss Head of Planning regarding fire safety in Rennys Court.

3/ Letter to S. Hyde Planning Officer Durham County Council regarding application DM17/02035/FPA – change of use and refurbishment of Unit 1 and 2 The Durham Centre Belmont Industrial Estate to extend the conference facilities.

4/ Letter to B. Gavillett Senior Planning Officer, Durham County Council application DM/17/02355/AD regarding signage at Ernest Place, Rennys Lane

5/ VAT Return sent to HMRC.

6/ Letter to J. McGargill Durham County Council, Highways Development Mana regarding bollards in Rennys Lane.

7/ Letters sent to the appropriate people regarding the removal of gravel around two ashes plots and removal of conifer on grave.

8/ Letter from J. McGargill Highways Development Manager regarding bollards in Rennys Lane.

9/ Letter from Councillor S. Hening regarding fire safety in student accommodation.

10/ Annual Return amendment during process.

11/ Standards Training Session – The Training Session to take place on Tuesday 3<sup>rd</sup> October 2017 at 6.00 p.m. at County Hall, Durham. The Clerk to inform County Hall of those Councillors wishing to attend

12/ Data Protection Officer – A Data Protection Training Session is to take place on the 1<sup>st</sup> November 2017.

Agreed: The Chairman, Councillor D.J. Southwell, Vice-Chair Councillor R. Murphy, Mrs S. Overton Parish Clerk and one other to attend.

13/ Network Rail – Agreed for the placement of fencing at Broomside Lane as soon as possible

**Received and Agreed.**

17.77 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 July/August 2017 meeting and has been incorporated into reports and presented to members.

**Agreed.**

17.78 To Consider Financial Matters\*.

(a) Finance documents outlining Receipts and Payment of Accounts for July/August 2017

(b) Bank reconciliation to end of July/August 2017.

(c) To Consider Donation Requests

(0)

(d) Membership and Subscriptions

(0)

**Received and Agreed.**

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

(a) To receive the report of burials during the month of July/August 2017

Robert M. S. Hamilton	NN 12	Sherburn Hill Funeral Services
	Section B	
	New Double	

Shelagh A. Hughes	N 17 rc	Stuart Wright Funeral Services
	Section T	
	New Double	

(2)

(b) To receive the report of Grave & Ashes Purchases during the month of July/August 2017

Robert M. S. Hamilton	NN 12 New Double
	Section B

Shelagh A. Hughes	N 17 rc New Double
	Section T

(2)

(c) To Consider Memorial Erection and Additional Inscription Applications during the month of July/August 2017

Ian Wood Memorials	Plaque	J. Dickenson ashes 12a
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North East Granite	Plaque	K. Green Ashes 13 a
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(3)

d) Ashes interred in burial plots during the month of July/August 2017

(0)

**Received and Agreed.**

17.80 Outcome of Site Visit (Gabion Wall) and Rights of Way Public Footpath No. 5.  
This matter has previously been dealt with under agenda item 17.04.

17.81 Letter Regarding Health and Safety at Tower Block Student Accommodation.\*  
This matter has previously been dealt with under agenda item 17.04.

17.82 Advice in County Durham.  
The Chairman advised any Councillors wishing to be involved with Citizens Advice would have to do it as individuals as the Parish Council was not covered for insurance if incorrect advice is given out.

**Agreed:** That Councillors can direct members of the public in the right direction regarding Citizens Advice where they will be given free advice.

17.83 Second Pit Tub.  
A generous donation from Mr. G. Robson regarding the installation of a second pit tub on the piece of open land on Broomside Lane has been well received and accepted  
**Agreed:** That a letter of thanks to be sent to Mr. Robson

**Agreed:** To send a letter of thanks to Mr. G. Robson.

17.84 To Receive Working Party Reports.

(a) Appeals Committee  
No meeting was held this month.

(b) Asset Task Group  
No meeting was held this month.

(c) Cemetery Working Party  
No meeting was held this month.

(d) Complaints Procedure Committee  
No meeting was held this month.

(e) Finance Working Party  
No meeting was held this month.

(f) Friends of Belmont Scrambles  
No meeting was held this month.

A report has been forwarded to the Parish Office and circulated to all Councillors.

(g) Parish Newsletter Working Party

No meeting was held this month.

(h) Personnel and Training Advisory Panel

No meeting was held this month

(i) Planning Committee

A meeting was held on Thursday 3<sup>rd</sup> August 2017 see attached\*.

(j) Planting Scheme Working Party

No meeting was held this month.

A meeting to be held on Friday 8<sup>th</sup> September 2017.

(k) Playground Development Committee

No meeting was held this month.

County Councillor E. Mavin reported that everything was now back in place following the recent works in the play areas.

The Chairman thanked County Councillor E. Mavin for all his hard work with regards to the playgrounds.

(m) Area Action Partnership (AAP)

No report.

(n) National Association of Local Councils) (NALC)

The County Durham Association of Local Councils Annual General Meeting is to take place on Saturday 21<sup>st</sup> October at 10.00 in Council Chamber County Hall. This has been e-mailed to all members.

(o) Christmas Tree Working Party

A site meeting was held on Friday 25<sup>th</sup> August at 1.00 in Belmont Churchyard, County Councillor E. Mavin informed Councillors that a big wooden tub has been donated, to be filled with stones and placed in the Churchyard. and that Belmont Club will pay for the Christmas tree. A suggestion of reflective lighting was discussed and baubles for the tree were proposed for a small fee of a pound, to place on the tree was discussed.

Those involved in the discussions were thanked for all their hard work.

17.85 To Receive Reports from Ward Councillors.

Belmont

A concern was raised regarding safety issues relating to children crossing the road from Cheveley Park Play area over to Cheveley Park Shops. A meeting to be arranged with the Highways Officer, Councillor J. Appleby and County Councillor E. Mavin to discuss the concerns. A suggestion of signage in the play area was discussed which should be simple to read and installed at a suitable height for young children. The Chairman said that

the Parish Council would pay for the sign, a meeting to be arranged between County Councillor E. Mavin, Councillor J. Appleby and a Highways Officer.

A concern was raised regarding mobility users finding it difficult to mount the pavement in Cheveley Park Shopping Centre. A suggestion of a ramp was proposed, as it is not Durham County Council property, the owner of the shopping centre would need to be approached to discuss the matter, the Chairman said the Parish Council could possibly pay for half of the cost. County Councillor E. Mavin to contact the owner to discuss the proposal and obtain three estimates from the land owners to recommend to the Finance Working Party.

#### Carrville

A concern was raised by residents regarding parking issues at the bottom of Thorndale where workmen are parking on the pavement causing problems for pedestrians. A meeting to be arranged with the Chairman, Councillor D.J. Southwell, Councillor E. Mavin and parking enforcement officers.

A concern was raised regarding the crossing on Broomside Lane opposite the vennel causing safety issues, a suggestion of moving the bus stop further up was discussed. The matter to be taken further with Durham County Council.

#### Gilesgate Moor

County Councillor E. Mavin to e-mail Councillor P. Langley the legislation regarding ragwort which was a concern on footpaths in the area.

A concern was raised regarding three men delivering leaflets for a firm cutting down trees who were abusive to a resident.

A concern was raised regarding cars and delivery vans still parking on the footpath outside shops at Willowtree Avenue. A suggestion of placing bollards outside was proposed, County Councillor Councillors to measure up and take the matter forward.

#### 17.86 Any Other Business, Date of Next Meeting 5<sup>th</sup> October Thursday 2017

Agreed: Councillor S. White to be involved with the updating of Standing Orders, Policies and Procedures, the Chairman thanked Councillor White for his offer.

The Chairman D.J. Southwell informed Councillors that a list of available 106 monies would be coming into the Parish Office and that the Parish Council should apply for the 106 monies relating to Public Art. There are thirty seats in the Parish and the 106 monies could go towards the updating of seats in the parished and un-parished areas.

Agreed: Vice-Chair Councillor R. Murphy said this was a very positive step for the area and should be taken forward.

The Chairman suggested applying for 106 funding regarding updating the play areas in the un-parished areas Laurel Avenue and Wakenshaw Road.

The meeting closed at 9:05pm

Chairmans signature ----- Date -----