

Minutes of the Belmont Parish Council meeting held on Thursday 5 th October 2017 at 6:30pm in Belmont Community Centre

Present: Chairman Councillor D.J. Southwell, Vice-Chair Councillor R. Murphy  
Councillors J. Appleby, J. Corrigan, E.B. Finlay, B. Howarth, S. Inglis, P.L. Langley,  
M. M. Leggott, S. Lowes, E. Mavin, L. Mavin, O. Whear, and S. White  
Also Present: S. Overton Parish Clerk,  
Sue Pitts, Durham County Council (DCC)  
Members of the Public (1)

17.87 To Receive Apologies for Absence.

Apologies for absence were received from Councillor J. Sykes.  
**Received.**

17.88 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.**

17.89 To Receive Miscellaneous Reports

(a) Police.

(b) Community Warden.

A report was received from the Community Warden and circulated to all councillors.  
It was agreed to invite a resident along to the 2<sup>nd</sup> November full council meeting who is actively involved with Neighbourhood Watch to give a report. Councillor Langley to invite Tim Thompson along (Police, Community Liaison Officer, Durham City)

(c) Members of the Public

The Chairman thanked Mr E. Malarkey for his dedicated work in the Cemetery and throughout the parish which resulted in Belmont Cemetery achieving a Gold Award for this year's Northumbria in Bloom Annual Competition  
A concern was raised regarding speeding on the A 690.

Councillor Appleby left the meeting at 6.50 p.m.

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

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

For discussion at the meeting:

- a) Lists of Parish Planning Applications for September 2017.
- b) Parish Council Planning Report September/October 2017.

Councillor B. Howarth gave a verbal report on applications in the above documents which were discussed.

**DM/17/02355/AD:** Studios, Ernest Place – signage and letters re fire safety;

**DM/02035/FPA:** Durham Centre, withdrawal;

**DM/15/01743/FPA:** All Saints Living – fencing;

**DM/17/02274/FPA** and **DM/17/02276/FPA:** Gilesgate (HMO) – refusals;

**DM/17/01827/FPA:** Avant Homes – Retaining Wall retrospective approval.

**For discussion and decision of members at this meeting, 5<sup>th</sup> October 2017.**

**DM/17/02883/FPA:** Erection of 8 unit apartment block (including access and refuse store) resubmission.

Planning documents and drawings had been sent to all members and there was particular discussion of changes to access and parking, and the bin store as proposed in this resubmission. These were thought to be acceptable and there was no public objection. Attention was also drawn to consultation letters on the Durham County Council website from Northumbria Water Limited and Drainage and Coastal Protection, requiring more information on drainage and surface water discharge.

Agreed: No objection to the application to be raised, subject to the requirements of Northumbrian Water and Drainage and Coastal Protection being met.

The delegated officer had agreed to accept our views slightly out of consultation time and our response as above was to be submitted as soon as possible.

Further details of matters presented and discussed can be seen in the documents listed above and Clerk's Correspondence retained at the Parish Office.

Councillors were informed that the information meeting regarding planning has been arranged for Wednesday 18<sup>th</sup> October 2017 at 6.00 – 7.00 p.m. in Belmont Community Centre.

The Chairman thanked Councillor Howarth for her report.

**Received and Agreed.**

17.91 To Confirm and Sign as a Correct Record Minutes of the Annual Meeting of Belmont Parish Council held on 7<sup>th</sup> September 2017. Minutes attached \*  
**Agreed.**

17.92 To Receive Matters Arising from the Minutes not on the Agenda.  
Pg 1 – Members of the Public (c) The Police to update the resident who reported a concern regarding firearms in the area.

Pg 1 – Members of the Public (c) The Chairman to speak to Durham County Council for an update regarding the 30 m.p.h. flashing light signs.

Pg 1 – County Councillor E. Mavin reported that the parking issues near the Travellers Rest have now been resolved.

Pg 2 – A concern regarding pot holes in Thorndale Road has now been resolved.

Pg 3 – 17.69 – Councillor B. Howarth has sent information to the Parish office regarding the recent Friends of Belmont War Memorial meeting held on the 19<sup>TH</sup> September. County Councillor E. Mavin praised the Police for their attendance at previous Remembrance Service events, this year two officers are giving up their own time to attend the event which is to be held on Sunday 12<sup>th</sup> November 2017. Information regarding the event will be put on the Parish Website and in the Parish Newsletter.

Pg 5 17.83 Second Pit Tub – A thank you letter has been delivered by hand to Mr Robson for his kind donation of a pit tub to be installed on the grassed area at the bottom of Broomside Lane.

#### **The Chairman suspended Standing Orders.**

Mr E. Malarkey said that Mr Robson would be putting the plants in himself but is happy to discuss planting schemes with him if needed.

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

17.85 Pg 6 Belmont – A site meeting was held with County Councillor E. Mavin, Councillor J. Appleby and Mr D. Battensby, Highways Officer to discuss safety issues regarding children running onto the road at Cheveley Park Play Area. A suggestion of a barrier with a tarmac triangle either side to make children deviate and slow down when coming out of the playground was discussed.

**Agreed:** County Councillor, Councillor E. Mavin proposed that a Playground Development Committee site meeting, along with any other Councillor wishing to be involved, be arranged with the Highways Officer to discuss concerns.

17.85 Pg 6 – Belmont - County Councillor E. Mavin reported that he had spoken to the owner of Cheveley Park Shopping Centre regarding the suggestion of a ramp for ease of access. The owner to speak to the Company regarding the suggestion. The Chairman advised that three quotes were needed as the cost of the ramp would be over two and a half thousand pounds.

**Agreed:** To arrange a Finance Working Party meeting to discuss the matter further in the future.

17.85 Pg 7 – Gilesgate Moor – It was reported that Durham County Council have agreed for bollards to be placed outside J and L Newsagents at Willowtree Avenue. This scheme to be paid for by Councillor L. Mavin.

Pg 7 - 17.86 – Any other business 106 monies – The Chairman informed Councillors that thirty of the seats in the parish all belonged to the Parish Council, this is not all of the seats, others belong to Durham County Council. The Chairman advised councillors to wait and see what 106 monies are available relating to Public Art before proceeding further.

Pg 7 – 17.86 Any other Business – Councillor White said the updating of Standing Orders

would be completed for the 7<sup>th</sup> December full parish council meeting.

**Received and Agreed.**

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

1/ A donation request from the Learning Library has been received.

**Agreed** - to send a donation application form for completion by the Learning Library.

2/ For information, the 2017 CDALC AGM is to be held on Saturday 21<sup>st</sup> October 2017 in the Council Chamber, County Hall, Durham. Apologies were received from Councillor White who is unable to attend the meeting.

3/ An e-mail was received from Durham Police regarding Police attendance at Parish Council Meetings, this has been forwarded to all councillors for information. Concerns were raised by County Councillor E. Mavin regarding PACT meetings, saying they needed to be held at the same time and place each month.

To invite Ron Hogg Durham Police along to a Special Meeting for Councillors to voice concerns regarding PACT meetings (to be arranged)

**Received and Agreed.**

17.94 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 2017 meeting and has been incorporated into reports and presented to Members.

**Agreed.**

17.95 To Consider Financial Matters\*.

(a) Finance documents outlining Receipts and Payment of Accounts for September 2017

(b) Bank reconciliation to end of September 2017

(c) Budget Summary for July/August/September 2017

(d) To Consider Donation Requests September 2017

Learning Library

(1)

**Agreed:** That a donation request form be sent to the Learning Library for completion and return.

(c) Membership and Subscriptions

(0)

**Received and Agreed**

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

(a) To Receive the report of Burials during the month of September 2017

Constance Smith

New ashes

Sherburn Hill CO-OP

16 a

(1)

(b) To Receive the report of Grave & Ashes Purchases of September 2017

Constance Smith

New ashes

Sherburn Hill CO-OP

Alan Brown New ashes 17 a

(2)

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

Scott Memorials	Desk Tablet	Constance Smith New ashes 16 a
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(1)

(d) Ashes interred in Burial Plots during the month of September 2017

(0)

**Received and Agreed.**

17.97 Discussions with Councillors S. White and M.M. Leggott  
Circumstances were discussed, the meeting moved forward.  
**Agreed.**

Councillor O. Whear left the meeting at 8.45 p.m.

17.98 Cemetery Trees (Removal of some Cemetery trees) \*  
This item to be deferred until the November meeting, a site meeting to be arranged with the Cemetery Working Party and a decision to be made for the November Full Council meeting.  
**Agreed.**

17.99 Annual Return.  
**Received.**

17.100 Planning Training Meeting  
A planning training meeting will be held on Wednesday 18<sup>th</sup> October at 6.00 in Belmont Community Centre.  
**Agreed.**

17.102 Belmont War Memorial  
It was reported that the engraving of new names on the Memorial has not been done this month by Friends of Belmont War Memorial so no definite figure yet known.  
**Received.**

17.103 Remembrance Sunday  
**Agreed:** The wreath to be ordered for Belmont Parish Council, for this year's Remembrance Sunday Service event which will be held on Sunday 12<sup>th</sup> November and £100.00 pounds recommended to Belmont Parochial Church Council, to be confirmed at November meeting.

**Agreed.** The Chairman, D.J. Southwell to lay the wreath at this years' service.

Councillor B. Howarth proposed  
Vice-Chair Councillor R. Murphy seconded it.

17.104 The Law Regarding Police and Traffic Enforcement Officers.  
Councillors were informed that it must be the police who can give out tickets where there are no lines indication parking restrictions. Traffic Enforcement Officers enforce the law

where yellow lines are at the kerbside which give legal restriction.  
**Received.**

County Councillor E. Mavin left the meeting at 9.10 p.m.

17.105 Cemetery Fees and Charges \*

Cemetery fees and charges were agreed by councillors.  
**Agreed.**

17.106 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

A site visit was held on Thursday 14<sup>th</sup> September at 9.30 a.m. – see attached notes. \*

At Full Council meeting the Chairman asked if anyone would like to put themselves forward for the position of Chair of the Cemetery Working Party.

Councillor S. Inglis self-nominated  
Councillor B. Howarth seconded the proposal.

**Unanimously Agreed:** Councillor Inglis to be Chair of the Cemetery Working Party.

(d) Christmas Tree Working Party

A meeting was held on Wednesday 20<sup>th</sup> September 2017 at 6.00 p.m. in Belmont Working Men's Club \*

County Councillor L. Mavin reported that everything is going well regarding arrangements for this year's Christmas Tree ceremony which is to be held on Friday 1st December at 6.00 p.m. in the grounds of St Mary Magdalene Church, Broomside Lane, Belmont.

**Agreed.**

(e) Complaints Procedure Committee

No meeting was held this month.

(f) Finance Working Party

No meeting was held this month.

(g) Friends of Belmont Scrambles

A Scrambles report was forwarded to the parish office from Mr. K. Neat (Friends of Belmont Scrambles) to be handed out to all members for information purposes\*  
Agreed.

(h) Parish Newsletter Working Party

A meeting was held on Thursday the 28<sup>th</sup> September at 5.30 in the Parish Office.

- (i) Personnel and Training Advisory Panel  
No meeting was held this month.
- (j) Planning Committee  
No meeting was held this month.
- (k) Planting Scheme Working Party  
A meeting was held on the Friday 8<sup>th</sup> September – see attached notes\*
- (l) Playground Development Committee  
No meeting was held this month.
- (m) National Association of Local Councils (NALC)  
Nothing to report.
- (n) Area Action Partnership (AAP)  
Nothing to report.

17.107 To Receive Reports from Ward Councillors.

Belmont

Any reports to be forward to the Parish Office.

Carrville

Any reports to be forward to the Parish Office

Gilesgate Moor.

Any reports to be forward to the Parish Office.

17.108 Any Other Business, Date of Next Meeting 2<sup>nd</sup> November Thursday 2017

The meeting closed at 9.20 p.m.