

Minutes of the Annual Meeting of Belmont Parish Council held on Thursday 2nd May 2019
at 6:00pm in Belmont Community Centre.

Present: Chairman, Councillor D.J. Southwell, Councillor P.T. Finley, C.A. Fletcher, B. Howarth, S. Inglis, T.A. Lemmon, S. Lowes, E.S. Mavin, L. Mavin, E.B. Finlay and M. Watson.

Also present: Mrs S. Overton (Parish Clerk)
Neighbourhood Warden (2)
Members of the Public (2)

19.01 Election of Chairman for 2019/2020 and Signature of Declaration of Acceptance of Office.

Councillor B. Howarth proposed D.J. Southwell for the position of Chairman.
Councillor S. Inglis seconded.

**Agreed.
Unanimous.**

The Declaration of Acceptance Form was signed by the Chairman.

19.02 Notice Of Annual Parish Meeting

The notices have been displayed for public inspection within the five Parish Notice boards.

19.03 Welcome by the Chairman; Councillor D.J. Southwell.

The Chairman welcomed members to the meeting and said he was proud to be elected as Chair of the Parish Council.

19.04 To Receive Apologies for Absence.

Apologies for Absence were received from Councillor R. Murphy and Councillors J. Appleby, C.A. Lattin, and J.J. Wildheart.

Received and Agreed.

19.05 To Receive the Chairman's Report For 2018/2019.*

The Chairman gave his report to members and thanked his Vice-Chair Councillor R. Murphy for her support as Vice-Chair and Councillor B. Howarth for her support regarding Planning Matters.

Members thanked the Chairman for his leadership throughout the year.

Received.

19.06 Open Forum.

The Chairman asked if members would Receive and Approve the Internal Audit Report, and Annual Return. The Standing Orders were also circulated to members if approved they will be e-mailed to members with two hard copies available in the Parish Office.

Agreed.

Recess

19.07 Election of Vice-Chairman for 2019/2020 and Signature of Declaration of Acceptance of Office.

The Chairman D.J. Southwell proposed Councillor R. Murphy for position of Vice-Chair. Councillor E.S. Mavin seconded Councillor R. Murphy for position of Vice-Chair.

Agreed.

Unanimous.

Councillor L. Mavin joined the meeting at 18:05pm

Councillor S. Lowes joined the meeting 18:15pm.

19.08 To Receive Declarations of Interest on items on the Agenda.

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 and Agreed.

The Chairman Suspended Standing Orders.

19.09 To Receive Miscellaneous Reports.

a) Police

A report has been circulated to all members.

b) Warden

A report was given by the Community Warden to members regarding various issues with dog fouling, fly-tipping, stray dogs, signage, anti-social behaviour and lighting.

A concern was raised regarding multi use litter bins smelling during the summer months. It was reported that Police are aware of a concern with fires being lit on the Scrambles and the Fire Brigade had been called out.

Councillor B. Howarth thanked the Wardens as there had definitely been an improvement with dog fouling.

Councillor T.A. Lemmon joined the meeting at 18:20pm

The Wardens left at 18:20pm

The representative from The Cheesy Waffles and Wider World Project joined the meeting at 18:20pm

c) Public

A representative from The Cheesy Waffles and Wider World Project gave a talk to members regarding her project to promote learning skills for life for vulnerable people.

The project would include purchasing a property for people to move on and look after themselves which would be supervised twenty four seven by members of staff. The representative asked the Parish Council if they would support her project, the Chairman

said at this given time the Parish Council would send a letter of support, the County

Councillors said that Durham County Council members would also give a letter of support, a Councillor said that Age UK would also be happy to send a letter.

The representative was praised for her work and the Chairman thanked her for her presentation.

The representative from The Cheesy Waffles and Wider World Project left at 18:40pm.

A member of the public raised a concern regarding Planning Application DM/19/01234/FPA: Land East of Unit A, Damson Way, Dragonville, DURHAM DH1 2YD regarding traffic concerns at

Damson Way. It was agreed to arrange a meeting on Wednesday 8th May at 5:30pm in Belmont Community Centre and invite Planning Officers from Durham County Council along to discuss concerns

The Chairman re-imposed Standing Orders.

19.10 To Confirm the Chairman's Discretionary Fund for 2019/2020.

Agreed: £50.00.

19.11 To Consider and Make Comment on Planning Matters.

The Chairman of the planning committee drew attention to the following applications:

DM/19/01234/FPA: Land East of Unit A, Damson Way, Dragonville, Durham DH1 2YD – Demolition of former garage and construction of link road (between Renny's Lane and Damson Way). Construction of new retail unit (Use Class A1 (shops) with ancillary A3 (food and drink)) and construction of signalised junction (A181 Sherburn Road and Damson Way).

One member of the public was present for this application.

Prior notice had been given of a meeting with planning and highways officers, to be held at 5.30 p.m. on Wednesday, 8th May 2019, at Belmont Community Centre to consider this application. This meeting to be on the parish website and open to the public.

Because full consideration will be given at the above meeting only a summary of the application and some significant issues were discussed.

For further consideration at proposed meeting.

Planning Report – March/April 2019 (as tabled at the meeting)

DM/19/00433/FPA: Change of use from B1/B2 class to D2 gym/leisure for Crossfit Jacana on Mandale Park Belmont Industrial Estate.

Application Approved

DM/19/00426/FPA: Change of use from C3 to C4 (HMO) property at 13 Bevan Grove, Gilesgate Moor, Durham DH1 2LQ.

Application heard at DCC Planning Committee on 9th April 2019 at which the Chairman of our Planning Committee spoke to the objections in the Parish Council's letter.

After considerable discussion the Application was Approved.

DM/19/01160/FPA: Land East of Whitwell House, Front Street, Sunderland Road, New Durham, Durham DH1 2EP – Proposed hand car wash business.

DM/19/01231/AD: signage for the above business.

The above items were considered together. There was wide-ranging discussion of a number of aspects needing clarification and provision of more information eg. access/egress and highway safety, noise, further information required by NWL.

There was one public complaint regarding access to a business and allotments behind the development site.

It was thought that the business would be well used and the employment was worthwhile.

Agreed:

Not to object to the application but to raise issues and leave the outcome to the case officer and planners, subject to the provision of required information upon which to base the decision. Also to recommend that the officer suggests cooperation between the developer and the concerned resident to resolve access to his property.

To ask for a Highways Report to be provided before any decision is made.

Weekly Planning Lists April 2019 (as tabled at meeting).

Other than those itemised above the applications were for case officer decision and were covered briefly.

Countywide Delegated Decisions for April 2019 (as tabled at meeting).

Approvals of applications as appearing on previous Weekly Lists – no Refusals.

The Chair thanked Councillor B. Howarth for her report

Agreed.

The Chairman suspended Standing Orders.

The member of the public spoke further regarding the Damson Way Planning Application and was invited to attend the Planning Meeting on Wednesday 8th May at 5:30pm in Belmont Community Centre to raise his concerns with Planning Officers.

The Chairman re-imposed Standing Orders.

The member of the public left at 19.10

19.12 To Confirm and sign as a correct record of Minutes of the Parish Meeting held on 4th April 2019.*

Agreed.

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

18.194 – Members of the Public (c) pg 2 – Speeding cars by youths in B&Q carpark, the Police are aware of the problem and advised contacting 101 to raise any further concerns.
18.206 – PG 4 It was reported that yellow lines haven't been done on Willowtree Avenue.
18.206 – Gilesgate Moor (pg 5) – The gullies have now been cleaned.

Received.

19.14 To Receive and Agree the Asset Register of Council Property

Received and Agreed.

19.15 To Consider Financial Matters*

(a) To Receive Receipts and Payments during the month of April 2019.

Received and Agreed.

(b) To Receive Bank reconciliation to end of April 2019.

Received and Agreed.

(c) To Consider Donation Requests during the month of April 2019.
Citizens Advice

Received and Agreed: £50.00

(d) To Receive Budget 2019-2020

Received.

19.16 To Approve Cemetery Fees and Charges 2019

Received and Agreed.

19.17 To Approve Appointment of Internal Auditor

Agreed.

19.18 To Discuss and Approve Statement of Internal Control

Received and Agreed.

19.19 To Discuss and Approve Internal Audit Report

Received and Agreed.

19.20 To Approve Annual Governance Statement 2018/2019

Received and Agreed.

19.21 To Approve Accounting Statement 2018/2019

Received and Agreed.

19.22 To Approve Standing Orders 2019

Received and Agreed.

19.23 To Approve Risk Assessment 2019*

Received and Agreed.

19.24 Calendar of Meetings for 2019/2020.*

The Calendar of Meetings was Approved and Agreed.

The date for 2nd January 2020 to be amended to 9th January 2020.

Received.

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

1. VAT form has been posted – money has been received.

2. Data Protection annual fee has been paid.

3. Internal Auditor fee has been paid.

4. Thank you letter has been received from Great North Air Ambulance regarding our recent donation

Received

19.26 To Consider Risk Management in Relations to Items on the Agenda.

Members please note: - this is a standard item. Risk Management has been considered when compiling these notes for May 2019 meeting and has been incorporated into reports and presented to members.

Agreed.

19.27 To Appoint Committees and Working Parties 2019/2020.*

The Chair informed members to let the Parish Office know if they would like to be a member of any sub-committees.

Planning Committee

It was agreed that Councillor B. Howarth be made Chair of the Planning Committee
Chairman, Councillor D.J. Southwell proposed
Councillor C.A. Fletcher seconded

Agreed.
Unanimous

Playground Development Committee

It was agreed that Councillor E.S. Mavin be made Chair of the Playground Development
Committee

Chairman Councillor D.J. Southwell proposed
Councillor L. Mavin seconded

Agreed.
Unanimous

19.28 To Appoint Representatives of Outside Bodies and Organisations.

Area Action Partnership (AAP)
Councillor P. Finley representative.

Belmont Community Association. (BCA)
Councillors E.B. Finlay and B. Howarth,

Agreed.

19.29 To Consider and make comment on Cemetery Reports.

(a) To Receive the report of Burials during the month of April 2019.

(0)

(b) To Receive the report of Grave & Ashes Purchases during the month of April 2019.

(0)

(c) To Consider Memorial Erection and Additional Inscription Applications during the
April 2019.

(0)

(d) Ashes interred in Burial Plots during the month of April 2019.

(0)

Received and Agreed.

19.30 To Discuss Insurance Renewal 2019.

To take out 5 Year Policy with Zurich Insurance.

Agreed

19.31 To Discuss Inspection of Play Areas.

The Chair of the Playground Committee to inform the Clerk of possible dates to meet with the Playground Committee during the week to visit the five play areas to discuss any concerns.

Agreed.

19.32 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) Christmas Tree Working Party.

No meeting was held this month.

(e) Complaints Procedure Committee

No meeting was held this month.

(f) Finance Working Party

A meeting was held Tuesday 30th April 2019 at 10:15am - see attached minutes*

A Standing Orders meeting was held on Tuesday 30th April 2019 at 9:30am - see attached minutes*

(g) Friends of Belmont Scrambles

A report has been received regarding the Scrambles- see attached *

(h) Parish Newsletter Working Party

No meeting was held this month.

(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 Friday 5th April 2019 at 9.30 am in Belmont Community Centre - see attached minutes*

(l) Playground Development Committee

No meeting was held this month.

(m) Public Arts Group

No meeting was held this month.

(n) Area Action Partnership (AAP)

Councillor M. Watson attended a recent Durham Area Action Partnership (DAAP) Funding a report has been circulated to members. The next meeting of the Area Action Partnership is Tuesday 14th May 2019 at 4:00pm in Durham Town Hall.
A report to be sent to the Parish Office from the Area Action Partnership representative Councillor P.T. Finley regarding the recent annual meeting for circulation to members.

(o) National Association of Local Councils) NALC

No report has been received this month.

19.33 To Receive reports from Ward Councillors.

Belmont

A concern was raised regarding residents receiving bogus calls saying they had won some money.

A concern was raised regarding poor grass cutting in the Parish.

A concern was raised regarding the footpath leading onto large meadow at the Scrambles has seriously deteriorated.

Carrville

There was nothing to report.

Gilesgate Moor.

A concern was raised regarding a broken plastic swing seat in Moorfield Park site the matter to be reported to Durham County Council. A resident has requested if an additional litter bin could be installed on Moorfield near the cricket pavilion the matter to be reported to Durham County Council.

A concern was made regarding a broken plank on the wooden footbridge at Kepier Woods the matter to be reported to Durham County Council.

A request was made to replace the rotten wooden fence on the Parish Land at Broomside Lane behind the coal tub

19.34 Any other Business, Date and time of next meeting Thursday 6th June 2019 at 6:30pm in Belmont Community Centre.

It was reported that Age UK are interested in delivering a local project involving teaching local children how to play golf. At a Special Meeting held historically about Ramside Hall 106 Agreement on Thursday 17th July 2014 free golf lessons (Schools) Age 5 – 12 for 10 years was agreed.

Agreed.

The Chairman to arrange a meeting with Ramside to discuss options.

The meeting closed at 8:30pm.