

**Minutes of the Annual Meeting of Belmont Parish Council held on Thursday 7<sup>th</sup> May  
2020**

DUE TO THE CURRENT SITUATION THERE WAS NO ACTUAL PHYSICAL MEETING HELD, COUNCILLORS RESPONDED TO AGENDA ITEMS BY E-MAIL.

20.01 Welcome By The Chairman; Councillor D.J. Southwell.

Councillors thanked the Chairman, the Clerk and Administration Support Assistant for their hard work and smooth running of council affairs during these unprecedented times.

20.02 To Receive Apologies For Absence.

There was no apologies for absence.

**Received.**

20.03 Election of Chairman for 2020/2021

DUE TO THE COVID-19 THE POSITION OF CHAIR WILL REMAIN FOR THE FOLLOWING YEAR.

**Agreed.**

20.04 Election of Vice-Chairman for 2020/2021

DUE TO THE COVID-19 THE POSITION OF VICE-CHAIR WILL REMAIN FOR THE FOLLOWING YEAR.

**Agreed.**

20.05 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.**

20.06 To Receive Miscellaneous Reports.

(a) Police

A Police report was emailed to all Councillors for information.

(b) Warden

A report to be emailed to all Councillors when received..

**Received.**

20.07 To Consider and make comment on Planning Matters.\*

A list of Weekly Planning Applications for the month of April was emailed to all Councillors for information.

## **Planning Report: April 2020**

Update on applications:

**DM/19/02546/FPA:** Chapter Homes – Site of Former Gilesgate Comprehensive School – Erection of 60 dwellings with associated access, infrastructure and landscaping.

You will recall that the Parish Council supported this application and Durham County Council Planning Committee was MINDED TO APPROVE subject to a ‘call in’ referral to the Ministry of Housing Communities and Local Government. Having reviewed the application the Secretary of State decided not to ‘call in’ the application but leave the outcome to the local authority. I am reliably informed that, subject to the signing off of agreed conditions, final legal agreement of APPROVAL can be expected. Further information will appear on the planning website in due course.

**DM/20/00216/FPA:** Land to East of Whitwell House, Front Street, New Durham DH1 2EP. Change of use to hand car wash including the erection of 2 No buildings, cabin and storage container.

It was decided that the Parish Council would not submit any response, for or against, this application and the outcome is PENDING Durham County Council decision.

Other applications:

During the month of April the only other applications were for domestic modification to properties or commercial signage. No response from the Parish Council was thought necessary and the decisions were left to appropriate delegated officers.

**Agreed.**

- 20.08 To Confirm and sign as a correct record of Minutes of the Parish Meeting held on 2<sup>nd</sup> April 2020.\*

**Agreed.**

- 20.09 To Receive Matters Arising from the Minutes not on the Agenda.  
There were no matters arising.

- 20.10 To Receive Matters of Information, Clerk’s Report, Correspondence Tabled Items – For Information.

1. Thank you letters have been received from Sherburn Hill Salvation Army, Laurel Avenue Community Association, Harbour Support Services, Great North Air Ambulance with regards to our recent Grant.
2. Letter has been sent to applicant regarding Planning Application DM/20/00216/FPA: Change of Use to hand car wash on Land to the East of Whitwell House, Front Street, New Durham DH1 2EP. Belmont Parish Council will not be making any submission, either for or against, this application.

**Received and Agreed.**

20.11 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 2020 meeting and has been incorporated into reports and presented to members.

**Agreed.**

20.12 To Consider Financial Matters\*

(a) To Receive Receipts and Payments for the month of April 2020

**Received and Agreed.**

(b) To Receive Bank Reconciliation to end of April 2020.

**Received and Agreed.**

(c) To Receive Grants for April 2020

Sherburn Hill Salvation Army £2000.00  
**Proposer** Chairman Councillor DJS  
**Second** Vice Chairman Councillor RM

St Cuthberts Hospice £2000.00  
**Proposer** Chairman Councillor DJS  
**Second** Vice Chairman Councillor RM

Harbour Support Services £1000.00  
**Proposer** Chairman Councillor DJS  
**Second** Vice Chairman Councillor RM

Gilesgate Food Bank £1000.00  
**Proposer** Chairman Councillor DJS  
**Second** Vice Chairman Councillor RM

Laurel Avenue Community Association £1000.00  
**Proposer** Chairman Councillor DJS  
**Second** Councillor SL

**Received and Agreed.**

(d) To Receive burials of residents who have died to COVID-19 during the month of April 2020

(1)

Please note:- the Chairman has said there will be no charge for victims of Covid-19 with regards to interments however the fee for purchase of plots will remain the same.

**Agreed.**

20.13 To Approve Appointment of Internal Auditor 2020\*

**Agreed.**

20.14 To Discuss and Approve Statement of Internal Control 2019/2020 \*

**Agreed**

20.15 To Discuss and Approve Internal Audit Report 2019/2020 \*

**Agreed**

20.16 To Approve Annual Governance Statement 2019/2020 (National Auditor)\*

**Agreed**

20.17 To Approve Accounting Statement 2019/2020 (National Auditor)\*

**Agreed**

20.18 ZURICH Insurance renewal 2020.

**Agreed**

20.19 Calendar of Meetings for 2020/2021\*

DUE TO THE COVID-19 PHYSICAL MEETINGS MAY NOT BE POSSIBLE FOR THE FORESEEABLE FUTURE.

**Agreed.**

20.20 To Appoint Committees and Working Parties 2020/2021\*

DUE TO THE COVID-19 POSITIONS OF CHAIR WILL REMAIN THE SAME FOR THE FOLLOWING YEAR.

**Agreed.**

20.21 To Consider and make comment on Cemetery Reports.

(a) To Receive the report of burials during the month of April 2020

(2)

**Received and Agreed.**

(b) To Receive the report of Grave & Ashes Purchases during the month of April 2020

(0)

**Received and Agreed.**

- (c) To Consider Memorial Erection and Additional Inscription Applications during the month of April 2020  
(1)

**Received and Agreed.**

- (d) Ashes interred in Burial Plots during the month of April 2020  
(0)

**Received and Agreed.**

20.22 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  
No meeting was held this month.
- (g) Friends of Belmont Scrambles  
A report has been received and circulated to Councillors\*
- (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  
No meeting was held this month.
- (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)

No report given.

(o) National Association of Local Councils (NALC)

No report given.

20.23 To Receive reports from Ward Councillors.

Belmont

No report given.

Carrville

No report given.

Gilesgate Moor

A resident raised a concern regarding the state of the grass in Poplar Drive Play area being overgrown.

20.24 Council business (any item which has been brought to the attention of the Chairman for discussion during the meeting for approval or otherwise)

20.25 Any other business date and time of next meeting Thursday 4<sup>th</sup> June 2020