

Minutes of the Annual Parish Council meeting held on Thursday 11th May 2023 at 6:30pm in Belmont Community Centre.

Present: Chair Councillor L. Mavin, Vice-Chair Councillor C.A. Fletcher, Councillors, J. Appleby, M.P. Bennett, P.J. Conway, P.S. Conway, C.A. Fletcher, V. Hawes, K. Noble, C.A. Lattin, E.S. Mavin A.C. Walker, M. Watson, S.C. White and Mrs S. Overton (Parish Clerk).

Also Present: Durham County Council Planning Officers Stephen Reed, Planning Development Officer Sarah Eldridge, Senior Planning Officer and Peter Oliver for Central and East Division.

Members of the public (3) this includes R. Hornby (Gilesgate Residents Association).

Presentation from Durham County Council Planning Officers Stephen Reed, Planning Development Officer, Sarah Eldridge, Senior Planning Officer and Peter Oliver for Central and East Division regarding HMOS. Members of the public were invited to make comment following the presentation.

Planning Officers and two members of the public left the meeting prior to the commencement of the Annual Parish Meeting.

23.01 Notice of Annual Parish Meeting

The notices have been displayed for public inspection within the four Parish ward notice boards.

RECEIVED.

23.02 Welcome by the Chairperson, Councillor Chris A. Fletcher.

The Chairman welcomed everyone to the meeting.

RECEIVED.

23.03 To Receive the Chairpersons Report for 2022 – 2023*

Councillor CF thanked all councillors for their hard work and dedication throughout the year which has resulted in an excellent year.

RECEIVED.

The Chair was thanked on her excellent leadership over the past year.

23.04 To Receive Apologies for Absence.

Apologies for absence were received from Councillors J. Knight, J. Appleby. and A.P. Watkins.

RECEIVED.

23.05 Election of Chairperson for 2023/2024

Proposed

Councillor E.S. Mavin proposed Councillor L. Mavin for Chair

Councillor C.A. Fletcher seconded the proposal

Unanimous.

23.06 Election of Vice- Chairperson for 2023/2024

Councillor L.Mavin proposed Councillor C.A.Fletcher

Councillor P.S.Conway seconded the proposal.

Unanimous.

23.07 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.

The Chair suspended Standing Orders.

23.08 To Receive Miscellaneous Reports.

a) Police

A PACT report has been circulated to all councillors which included various issues regarding anti-social behaviour and vehicle theft in the parish. Durham County Council are looking to put extra safeguards on the Moorfield site and will be planning further Safety Event Days for residents.

b) Warden

There was no Neighbourhood Wardens present.

Public

Gilesgate Residents Association RH said Gilesgate Residents Association will be holding a meeting to discuss Bent House Lane this coming Saturday.

The Chair re-imposed Standing Orders

RECESS

23.09 To Confirm and sign as a correct record of Minutes of the Parish Meeting held on 13th April 2023. *

AGREED with one amendment:-

22.148 PG 5 Gilesgate Moor from ‘ residents have requested CCTV as a deterrence’ TO ‘resident would like the CCTV camera, situated at the end of Bellsville where it joins the Sunderland Road, to be directed along her terrace as currently it is directed onto the Sunderland Road’.

Councillor E.S.Mavin informed councillors the recently closed public house at Moor End Terrace will be re-opening shortly under its former name ‘The Sportsman's Arms.

RECEIVED.

23.10 To Receive Matters of Information, Clerk’s Report, Correspondence Tabled Items – for Information-

The Clerk reported the Cemetery Rules and Regulations have been amended to include information on cemetery closure when extreme weather occurs. The Parish Website has been updated and parish notice boards to include information.

RECEIVED.

23.11 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 and has been incorporated into reports and presented to members.

RECEIVED.

23.12 To Approve Appointment of Internal Auditor 2023/2024.

Gordon Fletcher (C.M.I.I.A) to be appointed Internal Auditor for 2023/2024 for Belmont Parish Council.

APPROVED AND AGREED.

23.13 To Approve Internal Audit Report 2022/2023.

APPROVED AND AGREED.

23.14 To Approve Internal Audit Plan for 2023/2024.

APPROVED AND AGREED.

23.15 To Approve Annual Governance Statement 2022/2023 (National Auditor).
APPROVED AND AGREED.

23.16 To Approve Accounting Statement 2022/2023 (National Auditor).
APPROVED AND AGREED.

23.17 To Approve date for Excise of Public Rights.

The date for the Excise of Public Rights will commence on Monday 5th June until Friday 14th July.

APPROVED AND AGREED.

23.18 To Receive Calendar of Meetings for 2023/2024. *

The Calendar of Meetings for 2023/2024 has been circulated to all councillors - see attached*

RECEIVED AND AGREED.

23.19 To Receive ZURICH Insurance Renewal 2023/2024.

Insurance for Belmont Parish Council is due for renewal on 1st June 2023. The premium for the year is £4,092.83 this is a long term agreement active until 1st June 2024.

AGREED.

23.20 To Consider Cemetery - Options Appraisal.

Councillor MB asked councillors for their thoughts on whether a new cemetery should be undertaken in the parish – see attached sheet*

A discussion ensued and it was agreed that **option D** was the councils preferred choice ‘to accept that when Belmont cemetery is full, residents would have to use designated Durham County Council burial sites e.g. South Road.

AGREED: to inform Durham County Council that Belmont Parish Council were minded to close the cemetery once full capacity was reached

AGREED: a notice would be put in the autumn parish newsletter and on the website informing residents of this decision, highlighting the rationale behind the decision, and in particular the financial implications, comments / feedback from residents would be invited

AGREED: areas within the parish could be looked at, possibly the land at the bottom of Moorfield to have a garden of rest for scattering of ashes, planting remembrance trees and also to look at a small section of land owned by Ramside to create a Memorial Garden.

AGREED: It was agreed to look at the possibility of changing some of the reserved burial plots to ashes plots.

MB and MW were thanked for their work on the Cemetery - Options Appraisal.

23.21 To Receive Committee Reports:

It was agreed that Chairs / Vice chairs would be appointed when the relevant committees first meet.

(a) Finance –

MB gave a report to councillors regarding the following:-

(1) To Receive Receipts and Payments during the month of April 2023
see attached*

Received and Agreed.

(2) To Receive bank reconciliation during the month of April 2023 – see attached*

Received and Agreed.

(3) To Consider Donation requests during the month of April 2023

(0)

MB was thanked for his report.

(b) Planning –

PC made comment on the list of Weekly Planning Applications during the month of April 2023 – see attached*

PC gave a planning report to councillors - see attached*

PC asked for councillors to consider whether they would be willing to chair the Planning Committee.

PC was thanked for his report.

(c) Communications –

LM reported the newsletters were now at the printers and the deadline for delivery is 30th June..

LM was thanked for her report.

(d) Environment –

MW gave a report to councillors – see attached Environment Committee Minutes for April*

AGREED: to invite EH UTC project co-ordinator, to the full Parish Council meeting on July 13th 2023 to give councillors feedback following her meeting with stakeholders involved in the Belmont Parish Council UTC Moorfield Park Improvements Project with Cheesy Waffles Project and Wider World Project.

MW was thanked for his report.

(e) Neighbourhood Plan Working Group

To Receive Belmont, Gilesgate Neighbourhood Plan Report - see attached*
The NP working group recommend Council :-

a) Reaffirms its support for a NP for the Belmont and Gilesgate designated area, recognising the strategic importance for residents, both now and in the future.

b) Reaffirms a NP is a priority for the Council and this is reflected in annual work plans.

c) Authorises the chair and vice chair to submit funding applications as necessary.

AGREED: to accept recommendations.

UNANIMOUS.

PC was thanked for his report.

PC thanked RH Gilesgate Residents Association, CL and LM for their support on the NP.

23.22 To Receive reports from Ward Councillors.

Belmont

AW raised a resident's concerns about an overgrown tree at Cambridgeshire Drive, the issue has been reported to Durham County Council, however to date no follow up has been received. AW to contact the relevant officer for an update on progress.

AW mentioned new graffiti in Renny's Lane underpass, the issue has been reported, EM to chase up.

There is no lock on the barrier at Renny's Lane, the matter to be reported to Durham County Council

PC reported Belmont Community School is doing everything they can to combat parking issues outside the school, through regular correspondence with parents asking them to be mindful when parking their vehicles.

KN raised an issue with parked cars at the entrance to Thorndale Road from The Links, LM to report issue.

Loose drain covers were reported at the Bannatynes roundabout and also one at Damson Road, LM to report issues.

Carrville

Following a residents concern regarding a parked van outside his house CF reported the issue and officers have since been out to look into the matter.

A concern was raised regarding a corroded road sign at Devonshire Road CF to report issue to relevant officer.

Gilesgate Moor

There was an issue with increased dog fouling on Willowtree Avenue, LM to contact Neighbourhood Warden.

MW reported that a resident was badly shaken following an attempted robbery by two males on an off road bike wearing balaclavas along Belmont Road, the police have been made aware of this.

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

There was no other business.

23.24 Date and time of next meeting Thursday 8th June 2023.