

Minutes of Belmont Parish Council meeting held on Thursday March  
13<sup>th</sup> 2025 in Belmont Community Centre at 6:30pm

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

Also present: Mrs S. Overton (Clerk)

Members of the public (5)

24.111 To Receive Apologies for Absence.

Apologies for absence were received from Councillors J. Knight, A. P. Watkins and  
A.C. Walker.  
RECEIVED.

24.112 To Receive Declarations of Interest.

Councillor P.S. Conway declared an interest in Belmont Community Association and  
Belmont School.  
RECEIVED.

**The Chair suspended Standing Orders.**

24.113 To Receive Miscellaneous Reports.

(a) Police.

Councillor E. Mavin logged into the scheduled PACT meeting but found no one present.

(b) Community Warden.

Councillors were informed there was a new Neighbourhood Warden for the area.

(c) Members of the Public.

A member of the public raised a concern regarding the number of vehicles parking on the  
footpath near the doctors' surgery and care home around Cheveley Park. He requested the  
implementation of double yellow lines as a deterrent following an incident where he assisted  
a partially sighted resident in navigating between the parked vehicles. Councillor L. Mavin  
to investigate the matter further and report back with an update.

Two members of the public acknowledged the parish council's work over the past four  
years, and the Chair thanked them for their comments.

A flickering light on Moorfield to be reported again to Durham County Council.

Police have been informed about youths damaging Moorfield by performing doughnuts. The  
local football team postponed their match due to the field's condition. The Police Crime  
Commissioner and Neighbourhood Warden are to be notified of the issue. Councillor Lattin  
reported that Pelaw Woods are being damaged, noting that it is not an isolated incident but  
covers a wide area.

There was a discussion about whether Durham County Council had conducted any drainage  
work on Moorfield in recent years. If not, it was considered whether the parish council  
should create an agreement to carry out the drainage work themselves.

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

- 24.114 To Confirm and sign as a correct record of the Minutes of the meeting of Belmont Parish Council held on 13<sup>th</sup> February 2024 – Minutes attached\*  
AGREED.
- 24.115 To Receive matters of information, Clerk's Report, Correspondence Tabled Items. –  
1. The Clerk informed councillors she had sent a letter to Bannatyne's Health Spa regarding a litter problem behind the building there has been no response to date.  
  
2. Painting works are scheduled to begin on June 16th, weather permitting. The areas include benches around the Bowling Green Gazebo, railings and picnic tables by the BMX Track, and railings around the Toddlers' play park.  
  
3. The Northumbria in Bloom Spring meeting will take place on March 2025.  
RECEIVED.
- 24.116 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 March and has been incorporated into reports and presented to members  
AGREED.
- 24.117 To Discuss Cemetery Contract 2025-26  
Councillors reviewed the existing Cemetery Contract and approved a 2% pay increase for a one-year rolling contract.  
AGREED: the Clerk to compose a letter of appreciation to Mr E. Malarkey for his hard work and dedication over the past year.
- 24.118 To Consider donation request from Belmont Bowling Club  
For financial support towards toiletries for Sports Pavilion.  
AGREED: £50.00  
Belmont Bowling Club raised concerns about the pavilion's bowler-side roller shutter. Councillor Bennett indicated he would be willing to discuss the issue at a later date.
- 24.119 To Approve Grant for The Friends of Kepier Woods and The Friends of Belmont Scrambles.  
AGREED: £500.00 per group.
- 24.120 To Receive update on Belmont Community Association  
Councillor L. Mavin gave an update on Belmont Community Association which included the following: -  
1. Roof - no further reports of leaks in the roof  
  
2. Finance - finances are looking satisfactory, with a slight surplus  
  
3. Belmont Community Centre Association meetings – a proposal was made to hold future BCA meetings every two month at 6.00 pm, thirty minutes prior to full Council meetings. items for the agenda to be discussed with the Clerk.  
  
4. Bookings - currently the BCA has shared use with Belmont School who have indicated they would like to separate from the BCA. Councillor Bennett expressed his disappointment

as he found present arrangements were fine and that the proposal would affect the finances considerably. He suggested that the trustees send a letter to the school to discuss further and arrange a meeting.

5. School Mural - Councillor Appleby reported the proposed mural for the school wall will be getting done shortly.

Councillor L Mavin was thanked for her report.

24.121 To Receive Committee Reports.

(a) Finance – to consider financial matters – see attached\*

A report was given by Councillor Bennett (Chair) which included the following: -

1. To Receive Finance and Asset Committee Minutes – see attached\*  
AGREED.

Councillors were notified that the new .gov.uk Domain and Email Addresses will be available for the newly elected councillors in May. The Clerk is to inform the external auditor that we are currently in progress and awaiting the details of the new councillors.  
AGREED.

2. To Receive Receipts and Payments during the month of February 2025 – see attached\*  
RECEIVED AND AGREED.

3. To Receive bank reconciliation during the month of February 2025  
RECEIVED AND AGREED.

4. Councillor L. Mavin asked councillors to consent to converting plot 1 of Belmont allotments into a car park. The parish owns these allotments and leases them to the allotments committee.  
AGREED.

The Chair of the Finance and Assets Committee was thanked for his diligent work on financial matters.

(b) Planning – to consider and make comment on Planning matters – see attached\*  
Councillor P.S. Conway (Chair) gave an update on planning matters.

1. Weekly Planning Applications for February 2025 – see attached\*  
RECEIVED AND AGREED.

2. Countywide Delegated for February 2025 - see attached\*  
RECEIVED AND AGREED.

3. Planning Report February 2025 – see attached\*  
RECEIVED.

4. Neighbourhood Plan (NP) – see attached\*

Councillor Conway provided an update on the Neighbourhood Plan:

As agreed at the February meeting, the chair and vice chair, along with the chair of Gilesgate Residents Association, supported by Richard Hornby and Patrick Conway, will appoint the Planning Consultant to prepare the draft plan for external review.

For information £8,000 is reserved for the draft plan for Durham County Council and preparing it for the referendum.

The Chair of the Planning Committee was thanked for his diligent work on planning matters and the Neighbourhood Plan.

(c) Communications – to consider communication matters.

Councillor L. Mavin provided an update regarding the replacement of parish noticeboards. She stated that the noticeboard at the SPAR location cannot be replaced as it is situated on private property. An alternative location at the Duffy was considered however, it falls outside the parish boundaries. Councillor L. Mavin suggested that Lyndsay Hunter from Durham County Council might be able to assist with this matter and is currently awaiting her response.

The Chair of the Communications Committee was thanked for her diligent work on communication matters.

(d) Environment – to consider environment matters – see attached\*

1. Councillor Noble informed councillors the next litter pick will take place on Sunday 23rd March, particular attention to be paid to Rennys Lane underpass following several concerns about litter.

2. Roses from two rose beds on Broome Road and one rose bed near Lyn Jordinson House have been removed following a decision made at the last Environment Committee meeting. A proposal was made to replant beds with seasonal plants.

Friends of Kepier Woods

Councillor Watson provided a written report which included the following updates: -

1. Installation of five kissing gate and fence structures and two new signposts in the Kepier car park.

2. Planting of tree saplings in the Mary Magdalene Churchyard by The Friends of Kepier Woods and Belmont 1<sup>st</sup> Scout Troop following permission from the Parochial Church Council and Durham County Council.

3. The Friends of Kepier Woods and Belmont 1<sup>st</sup> Scout Troop to assist with the removal of Himalayan Balsam.

Councillor Watson was thanked for his diligent work on the regarding environmental matters.

Friends of Belmont Scrambles.

Councillor White reported that tree works had been completed on the Scrambles.

Councillor White was thanked for his diligent work on the Scrambles.

The Chair of the Environment Committee was thanked for her diligent work on environmental matters.

#### 24.122 To Receive reports from Ward Councillors.

Due to time constraints any ward issues to be forwarded to the parish office.

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

24.124 Date of next meeting Wednesday 14<sup>th</sup> May 2025.