

Minutes of the Annual meeting held on Wednesday 14th May 2025 at 6:00pm
In Belmont Community Centre.

Present: Chair E.S. Mavin, Vice-Chair L. Mavin,

Councillors: G. Chissell, T. Coll, J. Fletcher, D. Hodgson, C.A. Lattin, M.E. Corrigan, P. T. Finley, R.J.L. Hornby and M. Watson

Also present: Mrs S. Overton (Clerk)

Member of the Public (2)

25.01 Election of Chairperson for 2025/2026.

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

Councillor C.A. Lattin seconded the proposal.

AGREED: Councillor E.S. Mavin (Chair)

25.02 Election of Vice- Chairperson for 2025/2026.

Councillor C.A. Lattin proposed Councillor L. Mavin for Vice-Chair.

Councillor Corrigan seconded the proposal.

AGREED: Councillor L. Mavin for Vice-Chair.

25.03 To Receive Apologies for Absence.

Apologies for absence from Councillor A.C. Walker and Councillor S.C. White.

RECEIVED.

25.04 To Receive the Chairpersons Report for 2024 – 2025*

The Chairperson's report was presented to councillors by the outgoing Chair,

Mrs. C.A. Fletcher – see attached*.

Mrs Fletcher was praised for her excellent Chairmanship skills during her time on the Parish Council.

25.05 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 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.

There were no Declarations of Interest received.

25.06 To Confirm the Chairman's Discretionary Fund.

£50.00

AGREED.

The Chair suspended standing Orders

25.07 To Receive Miscellaneous Reports.

a) Police

Councillor Hornby said the next PACT Meetings would be held on the following dates

Carrville/Belmont PACT meeting

1:00pm - 2:00 pm Friday 30th May 2025

Daisy Rose Coffee House, Cheveley Park Shops, Carrville, DURHAM

Sherburn Road, Gilesgate PACT meetings

10:00am – 11:00am Monday 16th June 2025 Pelaw View Centre, Hilda Avenue, DURHAM

Carrville/Belmont PACT meeting

1:00pm - 2:00 pm Monday 27th June 2025

Daisy Rose Coffee House, Cheveley Park Shops, Carrville, DURHAM

b) Warden from the Neighbourhood Warden

No report received.

c) Members of the Public

A member of the public raised concerns about damage to the sports field from electric bikes and quad bikes. Councillor Watson reported the issue to the police without success and has since contacted the Joy Allen, Police Crime Commissioner and Kevin Hall (Durham Police).

During the council meeting, a member of the public reported that two individuals were driving onto Moorfield in a vehicle. These individuals were subsequently called into the meeting to explain their actions. It was determined that the two individuals were members of the cricket club conducting an inspection of the grounds. The Chair granted them permission to continue their work, provided they adhered to a speed limit of 5 mph.

Councillors Eric and Lesley Mavin were acknowledged by a member of the public for addressing the potholes outside the care home.

A concern has been raised regarding an HMO house on the Gilesgate Moor Estate that requires attention and general maintenance to address the issue.

The Chair re-imposed Standing Orders

- 25.08 To Confirm and sign as a correct record of Minutes of the Belmont Parish Meeting held on 13th March 2025. *

AGREED: with the addition of approval to the allotments committees to turn the vacant plot 1 into a car standing / parking area

Matters arising

PG 1

24.113 – (c) Members of the public -the council has agreed to extend the double yellow lines near to the doctor's surgery on Broomside Lane

PG 1

24.113 - (c) Members of the public - Update on drainage work to be checked with previous Chair.

PG 2

24.115 - Matters of information, Clerks Report, Correspondence Tabled Items

3. Northumbria in Bloom judging day – Councillor L. Mavin noted the need for more volunteers for the summer judging on 11th July, as she was the only one present during the spring judging.

PG 4

24.121 – (d) Environment the date of the next litter pick is on Sunday 15th of June.

25.09 To Receive Matters of Information, Clerk's Report, Correspondence Tabled Items – for Information.

1. The Clerk informed councillors that the defibrillator for Belmont Library had been paid for, and an installation date will be scheduled with Durham County Council. Councillor Lattin requested that power outages be included in the Emergency Plan due to a recent incident involving a defibrillator.
2. Painting by a local decorator will begin in early June around the Bowling Green. This includes furniture in Moorfield, the gazebo, railings, benches, picnic tables near the BMX Track, and railings around the toddler play park (excluding the yellow gate).

25.10 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.

25.11 To Approve Appointment of Internal Auditor 2025/2026.

Gordon Fletcher (C.M.I.I.A)

AGREED AND APPROVED

25.12 To Approve Internal Audit Report 2024/2025.

AGREED AND APPROVED

25.13 To Consider, Approve and sign the Annual Governance Statement 2024/2025 (National Auditor).

AGREED AND APPROVED.

25.14 To Consider, Approve and sign the Accounting Statement 2024/2025 (National Auditor).

AGREED AND APPROVED.

25.15 To Approve date for Exercise of Public Rights.

The date of the Exercise of Public Rights commences Tuesday 3rd June 2025 and ends 14th July 2025

AGREED.

25.16 To Approve Calendar of Meetings for 2025/2026. *

Full parish council meetings will be held monthly on the second week of the month, except in August and January, at 6:00 pm. Belmont Community Association meetings will occur bimonthly in conjunction with the parish council meetings.
AGREED.

25.17 To Receive and Approve ZURICH Insurance Renewal 2025/2026.

The Clerk informed Councillors the premium for the year 2025/2026 is £4,794.42.
AGREED.

25.18 To Approve the following documents

1. Standing Orders - AGREED.
2. Code of Conduct - AGREED.
3. Model Publication Scheme - AGREED
4. Cemetery Rules and Regulations - AGREED
5. Financial Regulations - AGREED

25.19 To Appoint Representatives of Outside Bodies and Organisations
County Durham Association of Local Councils, CDALC.

25.20 To Receive Committee Reports:

a) Finance & Assets Committee

Chair

Councillor L. Mavin proposed Councillor White for position of Chair
Councillor E. Mavin seconded the motion.
AGREED.

Vice-Chair

Councillor E. Mavin proposed Councillor L. Mavin for position of Vice-Chair.
Councillor Hodgson seconded the motion.
AGREED.

Finance & Assets Committee Members

Paul Finley
Jack Fletcher
Eric Stuart Mavin
Lesley Mavin
Stephen C. White

1. To Receive Receipts and Payments during the month of March and April 2025 – see attached*

RECEIVED AND AGREED.

2. To Receive bank reconciliation during the month of March and April 2025

RECEIVED AND AGREED.

3. To Receive donation requests during the month of April 2025

£50.00 Cheesy Waffles Group

AGREED.

£50.00 Gilesgate Community Fun Day, Mark Tallentire is Gilesgate Primary School PTFA / Emmanuel Church

AGREED.

Councillor Hornby and L. Mavin Declared an Interest)

b) Planning

Chair

Councillor Watson proposed Councillor Hornby for position of Chair

Councillor L. Mavin seconded the motion.

AGREED.

Vice-Chair

Councillor Hornby proposed Councillor Lattin for position of Vice - Chair

Councillor L. Mavin seconded the motion.

AGREED.

Planning Committee Members

Mick Watson

Richard J.L. Hornby

Margaret E. Corrigan

Carole A. Lattin

David Hodgson

A.C. Walker

A planning meeting to be arranged for Thursday 22nd May at 6.00 pm subject to room availability.

c) Communications

Chair

Councillor Hornby proposed Councillor L. Mavin for position of Chair.

Councillor Watson seconded the motion.

AGREED.

Vice-Chair

Councillor Watson proposed Councillor Finley for position of Vice-Chair.

Councillor Hornby seconded the motion.

AGREED.

Communication Members

George Chissell

Richard J.L. Hornby

Paul T. Finley

Jack Fletcher

Lesley Mavin

Stephen C. White

d) Environment

Chair

Councillor Hodgson proposed Councillor Watson.

Councillor L. Mavin seconded the motion.

AGREED

Vice-Chair

Councillor E. Mavin proposed Councillor Chissell for position of Vice-Chair.
Councillor Watson seconded the motion.
AGREED.

Environment Members

George Chissell
Tess Coll
Margaret E. Corrigan
David Hodgson
A.C. Walker
Mick Watson
Stephen C. White
AGREED.

An Environment Committee meeting is arranged for Thursday 21st May at 6:00pm

25.21 To Receive reports from Ward Councillors

Belmont

Nearby residents are dumping garden waste onto the Scrambles, posing a fire hazard.

Residents are worried about the new "private road no parking" signs behind Cheveley Park shops and are asking where they can park given the restrictions in the main car park.
Councillor E. Mavin has reported the issue to Durham County Council and has discussed this with the shop owners.

A resident expressed concern about youths on electric bikes speeding on the path at Cheveley Park Shops, which nearly resulted in an accident involving her elderly mother.
Councillor E. Mavin reported that Durham County Council assessed placing boulders on the grass verge at the Links to deter parking but found no evidence to support it.

Carrville

Councillor Corrigan mentioned that a resident from Edge Court had requested the installation of a seat, as well as one on the 'Duffy'. Councillor L. Mavin responded that she would inquire about it, although it may take some time.

Gilesgate Moor

A decision from Belmont United regarding their proposal to undertake maintenance work free of charge on Moorfield is needed. A representative from the club will attend the full council meeting in June to discuss further.

New Councillors were requested to report any potholes to Durham County Council for attention.

Councillor Hornby encouraged Councillors who were made aware of properties that had been empty for over 12 months to report these to Durham County Council to ensure that the owners were paying the correct rates of Council Tax.

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

25.23 Date and time of next meeting Thursday 12th June 2025.