

Minutes of the Meeting of Belmont Parish Council held on  
Thursday 12<sup>th</sup> February 2026 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, A.C. Walker, M. Watson and S.C. White.

Also present: Mrs S. Overton (Clerk)

Members of the Public (2)

25.107 To Receive Apologies for Absence.  
There were no apologies for absence.

25.108 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.  
RECEIVED.

25.109 To Receive Update on BCA – see attached\*  
Staffing

It was noted that of the three members of staff, one works mostly daytime shifts, while the other two mostly work the evening and weekend shifts. The former two are conducting receptionist and basic cleaning duties whilst the day time member of staff carries out administrative duties It was agreed to implement new job descriptions and pay awards to reflect these duties.

Finance

Sheets were circulated to all councillors. No issues have been identified, and the current position is satisfactory.

Future Projects

It was noted that a variety of groups and centres currently make use of the facilities. Councillor L. Mavin expressed interest in developing additional community activities, including the establishment of a lunch club, a Baby and Toddler Group, and the hosting of discos.

Councillor L. Mavin was thanked for her work on the Belmont Community Association and was presented with a bouquet of flowers.

**The Chair suspended Standing Orders**

25.110 To Receive Miscellaneous Reports.

a) Members of the Public

A resident raised concerns about a recent serious collision at the junction of Buckinghamshire Road and Broomside Lane involving two vehicles. He asked whether a **STOP** sign could be installed at the junction to help prevent future incidents. It was agreed

that a site meeting would be arranged with Durham County Council officers, and councillors would also be invited to attend.

Flooding concern near High Grange Estate bus stop

A concern was raised regarding flooding at the bus stop near the top entrance to the High Grange Estate. The Chair asked the member of the public to forward an email to him with the details so the matter can be followed up.

b) Police – see attached report\*

c) Neighbourhood Warden

No report received.

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

- 25.111 To Confirm and sign as a correct record of the Minutes of the Parish Meeting held on 11<sup>th</sup> December 2025 – see attached\*  
AGREED.

Matters arising

Page 1 - Rennys Lane gate is still closed.

Page 2 - Two streetlights on Moorfield have now been repaired.

- 25.112 To Receive Matters of Information, Clerk's Report, Correspondence Tabled Items – for Information.  
The Clerk reported that the new fencing for a section of the cemetery has been completed. Refurbishment of the sports pavilion completed and positively received. The precept form for 2026/2027 has been submitted to Durham County Council and acknowledged.  
RECEIVED.

- 25.113 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 February 2026 and has been incorporated into reports and presented to members.  
AGREED.

- 25.114 To Approve Co-Option of Councillors.  
It was agreed that the letters of interest from the two parties seeking co-option onto the parish council would be recirculated to all councillors, and that approval of the co-option's would be discussed at the next parish council meeting.  
AGREED.

- 25.115 To Discuss Moorfield Access.  
The Chair reported that funding for the Moorfield Access improvements has been received and that works are scheduled to commence shortly.

- 25.116 To Approve Final Budget 2026/2027 - see attached report\*.  
APPROVED AND AGREED.

25.117 To Receive Update on Neighbourhood Plan.

Councillor Hornby gave an update on the Neighbourhood Plan and said that if everything goes to plan, the draft Neighbourhood Plan will move into the consultation period after this Durham County Council will set the date for the referendum.  
RECEIVED.

25.118 To Receive Update on Cemetery Contractor.

The Chair paid tribute and called for a two-minute silence following the sad passing of Eddie Malarkey, the parish's late Cemetery Contractor. Councillor L. Mavin proposed installing a bird bath with a lark feature as a memorial in the cemetery, and Councillor Watson seconded the proposal. A job advert for the vacancy has been placed on the parish noticeboards.  
RECEIVED AND AGREED.

25.119 To Discuss Official Opening of The Sports Pavilion.

A discussion was held regarding arrangements for the official opening of the newly refurbished Sports Pavilion. It was agreed that invitations would be issued to sports teams, pavilion users, councillors, and individuals who had been involved with the project from the outset.  
AGREED.

Councillor Lattin proposed that Councillor L. Mavin perform the ribbon-cutting at the ceremony.

Councillor Coll seconded the proposal.

AGREED.

Key holders

Concerns were raised regarding key holders from user groups who wish to access the facility on an ad-hoc basis. It was agreed that each group would be issued with only one set of shutter keys, which must be signed for on a register. Belmont Community Centre staff will carry out weekly inspections of the property and report any issues. The Chair stated that it was important to tighten procedures to prevent the building from being misused.  
AGREED.

Commemorative plaque

Names to be included on the commemorative plaque were discussed, and it was agreed that the plaque will list Councillors E. Mavin, L. Mavin, M. Bennett, and Belmont Parish Council.  
AGREED.

The Chair also thanked Councillors D. Hodgson and G. Chisell for their assistance.

25.120 To Receive Committee Reports.

a) Finance & Assets Committee – Chair, Councillor White.

1. To Receive receipts and payments for December 2025 / January 2026 – see attached\*  
RECEIVED AND AGREED.

2. To Receive bank balance for December 2025 / January 2026 – see attached\*  
RECEIVED AND AGREED.

3. To Receive quarterly reporting for October / November / December 2025 – - See attached \*

RECEIVED AND AGREED.

Councillor White was thanked for his report.

b) Planning - See attached \*

The Chair, Councillor Hornby gave a report on the following.

1. To Receive Weekly Planning Applications for December 2025 / January 2026 - See attached \*

RECEIVED.

2. To Receive Countywide Delegated for January / February 2026 - See attached \*

RECEIVED.

3. To Receive Planning Report

Councillor Hornby presented a planning report, which included an update on the following items:-

Kepier Brick Kiln

The Planning Committee agreed that Belmont Parish Council should submit a formal objection, as a retrospective application has been submitted for the demolition of the Kepier Brick Kiln.

AGREED.

Dragonville.

A formal objection has been submitted regarding a property in Dragonville, where the proposed room sizes fall below the nationally described space standards, creating an increased fire risk.

Oversized advertising sign

A formal objection was submitted regarding an oversized advertising sign, as the height of the sign was considered unacceptable. Belmont Parish Council confirmed that they have no objections to the main application, and that their concern relates solely to the height of the proposed sign..

c) Communications - see attached report\*

Councillor L. Mavin, Chair, reported that she had plenty of material for the next parish newsletter. A small article will also be provided by the police, and a communications meeting will be arranged in March to finalise the content.

Councillor L. Mavin was thanked for her report.

d) Environment - Councillor Watson (Chair)

Councillor Watson informed informed councillors of the following dates for the up and coming events in the community.

Community Litter Pick

Belmont Parish Council and the Gilesgate Residents Association will hold a Community Litter Pick on Sunday 29<sup>th</sup> March 2026, from 2:00pm to 4:00pm. Councillor Watson reminded the Council that Belmont Parish Council is part of the Durham County Council Litter Free Durham Big Spring Clean event. Officers from DCC Litter Free Durham will attend the event and will host a stall outside Belmont Community Centre offering freebies, advice and information on home recycling. The two officers will also take part in the litter pick.

Community Tree Sapling Planting Event

Belmont Parish Council will be holding a Tree Sapling Planting Event on Saturday 14<sup>th</sup> March 2026, 10:00am to 1:00pm, at Moorfield Park. Participants should meet in the Community Centre car park.

Councillor Watson was thanked for his report.

25.121 To Receive reports from Ward Councillors.

Belmont

Councillor White reported that individuals have been digging a large ramp for BMX use below the houses on Coniston Close. This activity is creating a health and safety risk and is also causing damage to local wildlife. Residents in the area have previously raised concerns about antisocial behaviour. The matter is to be passed on to the Neighbourhood Warden for further attention.

Carrville

The Chair reported that he had requested the potholes on Carrville High Street be repaired.

Gilesgate Moor

Councillor Hornby reported that a blocked drain on Sunderland Road, near Moor Crescent, had been reported.

A concern was raised regarding an individual knocking on students' doors in Regatta Place and asking for illicit money. Councillor Hornby reported the matter to the police, and the individual was subsequently arrested and is now awaiting trial.

It was noted that the speed-restriction timetable for Musgrave Gardens is expected to be in place before 31<sup>st</sup> March 2026.

A concern was raised regarding the amount of litter on the A690 slip road. It was agreed that this matter would be referred to Durham County Council for attention.

A concern was raised about the significant amount of litter outside Tesco Dragonville. The Chair reported that he had contacted the Neighbourhood Warden regarding the issue. Councillor Lattin added that she had observed a Tesco employee litter-picking in the hedge.

A concern was raised regarding cars parking on the wet grass verges at Cheveley Park shops, causing damage. Durham County Council noted that the matter would be assessed once the weather has improved and the ground is dry.

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

25.123 Date and time of next meeting Thursday 12<sup>th</sup> March 2026 at 6:00pm.