

**Minutes of the Belmont Full Parish Council Meeting held on
Thursday 2nd November 2017 at 6.30 p.m. in Belmont Community Centre**

Present: Chairman, Councillor D.J. Southwell, Vice-Chair R. Murphy, Councillors

E.B. Finlay, B. Howarth, S. Inglis, S. Lowes, E. Mavin and L. Mavin.

Also Present: Mrs S. Overton (Parish Clerk)

Members of the public (3)

17.109 To Receive Apologies for Absence.

Apologies for Absence were received from Councillors J. Appleby, J. Corrigan, M. M. Leggott, J. Sykes, O. Whear and S. White.

Received.

17.110 To Receive Declarations of Interest.

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 Chairman suspended Standing Orders.

17.111 To Receive Miscellaneous Reports

(a) Police.

A report to be forwarded to all Councillors when received.

(b) Community Warden.

A report to be forwarded to all Councillors when received.

(c) Members of the Public.

A concern was raised regarding a recent break-in in Willowtree Avenue, also of a group of youths hanging around the local shops on Halloween. The Chairman thanked the member of public for his report.

The Chairman re-imposed Standing Orders.

17.112 To Consider and Make Comment on Planning Matters*.

For discussion at the meeting:

a) Weekly Planning List for October 2017.

b) Delegated Decisions for October 2017.

c) Minutes of Planning Committee meeting on 23rd October 2017

(Discussed and accepted)

d) Documents circulated to members in association with the applications below.

Councillor B. Howarth gave a verbal report on applications in the above documents.

Three applications on the Weekly Planning List were for further discussion and decision at this meeting of 2nd November 2017.

DM/17/02617/FPA: Old Cinema Launderette, Marshall Terrace, Gilesgate Moor – mixed use as a launderette, café/bar, music venue.

Agreed: to ratify the letter and concerns sent to the delegated planning officer, as agreed by the Planning Committee on 23rd October. (Letter tabled at meeting).

DM/17/03208/FPA: SG Petch, Broomside Park, Gilesgate Moor – 4 workshop/ MOT bays.

Agreed: to ratify the letter of objection and request for DCC committee referral sent to the delegated planning officer, as agreed by the Planning Committee on 23rd October. (Letter tabled at meeting). **Further to this action** a new drawing, addressing our reasons for objection was posted on the DCC website and discussed at this meeting.

Agreed: that subject to adoption of the design as in the new drawing, a further letter should be sent to the planning officer withdrawing our objection and committee request.

DM/17/03382/AD: Bannatyne Health Club, Gilesgate Moor – display of freestanding sign to north west corner of site. Site drawing and design of sign circulated and discussed.

Agreed: for a letter to be sent to the delegate planning officer asking for **REFUSAL** on the grounds of sign being a distraction to drivers and a potential road safety hazard on the busy corner, facing the mini-roundabout, by reason of being much too large with content far too detailed. Also out of keeping with environment. Request for referral to DCC Committee if there is a recommendation to approve.

Also presented for decision at this meeting.

DM/17/03435/FPA: The Durham Centre, units 1 & 2 Belmont Industrial Estate – change of use and refurbishment of conference centre and associated expansion of car park (new plan tabled and discussed).

This was a resubmission with modified car park plans relating to **DM/1702035/FPA** (original plan and letter of concern regarding loss of trees tabled).

Agreed: to send a letter to the delegated planning officer saying that as the number and position of trees forming a barrier along the A690 has been increased and improved, members are satisfied with this aspect of the resubmitted design, but ask for reference to previous letter with regard to protection of remaining trees on site and on A690 verge, and replacement trees.

Parish Council Planning Committee – Remit and Method of Operation – attention was drawn to these, as proposed and minuted in the Planning Committee meeting of 23rd October 2017.

Agreed: for the Remit and Method of Operation of the Planning Committee as proposed on 23rd October 2017 and presented here to be adopted.

Further details of matters presented and discussed can be seen in the documents listed above and Clerk's Correspondence retained at the Parish Office.

Received and Agreed.

17.113 To Confirm and Sign as a Correct Record of the Minutes of the Meeting of Belmont Parish Council held on 5th October 2017. Minutes attached *
Received and Agreed.

17.114 To Receive Matters Arising from the Minutes not on the Agenda.
There were no Matters Arising.
Received.

17.115 To Receive Matters of Information, Clerk's Report, Correspondence Tabled Items – For Information*

1. Letter to Paul Hopper, Durham County Council regarding Planning Application DM 16/02977 FPA. (Resubmission for the Grange, Kepier Crescent – 8 unit apartment block.
2. P3 Claim Form sent to Mike Ogden, Durham County Council.
3. Planning letter to Hilary Sperring Durham County Council regarding Application DM/17/02617/FPA. (old cinema launderette, 38 Marshall Terrace Gilesgate Moor)
4. Planning letter to Jennifer Jennings, Durham County Council, DM/17,03208/FPA: SG Petch Broomside Park, Belmont, Durham.

Received.

17.116 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 October 2017 meeting and has been incorporated into reports and presented to Members.
Received.

17.117 To Consider Financial Matters*

- (a) Finance documents outlining Receipts and Payment of Accounts during the month of October 2017.
- (b) Bank Reconciliation Statement for October 2017.

- (c) Donation requests: -
 Great North Air Ambulance – £50.00
 The Learning Library - £50.00

(2)

Received and Agreed.

17.118 To Consider and Make Comment on Cemetery Reports*.

(a) To Receive the report of Burials during the month of October 2017

Evelyn Stamper	Re-open	Stuart Wright FS
	FF 15 Sec A	

(1)

(b) To Receive the report of Grave & Ashes Purchases of October 2017

(1)

(c) To Consider Memorial Erection and Additional Inscription Applications during the month of October 2017

North East Granite	Plaque	New ashes 17a Allan Brown
Ian Woods Memorials	Headstone	Neil Fingleton HH 15 Sec B
Cleveland Monumental	Additional Inscription	Robert E. Gilson W 28 Sec Q
Scott Memorials	Plaque	Margaret E. Terry AA 2 Sec A

(4)

(d) Ashes interred in Burial Plots during the month of October 2017

(0)

Received and Agreed.

17.119 Belmont War Memorial.

The minutes of Friends of Belmont War Memorial were circulated to all councillors for information.

17.120 Remembrance Sunday.

Confirmation of cost as agenda item 17.103 of the October 5th, 2017 minutes was agreed. The Chairman informed councillors that this year's Remembrance Service takes place on Sunday 12th November at Belmont War Memorial (seats available if requested) with refreshments available afterwards in the parish hall. Councillor Howarth said that eight names are being added to the War Memorial to be dedicated as part of the service which includes the reading of the roll of honour.

17.121 Christmas Tree progress.

Councillor E. Mavin informed councillors that preparations were in place for the switching on of the Christmas Tree lights on Friday 1st December at 6.00 pm in the grounds of St. Mary Magdalene Church, Broomside Lane (details of the event to be put on the parish website). Councillor Mavin said special thanks should be given to Mr. E. Malarkey for his invaluable support and assistance regarding the event. The police to be informed of the date and time for information.

17.122 Update on Planning Presentation by Mr S. Reed and C. Baxter.

The Chairman said that the two representatives from the Planning Department, County Hall had made the recent Planning Training meeting easy to understand for councillors. Spare copies are available for those councillors who were unable to attend, from the parish office.
Agreed.

17.123 To Receive Suggested Model Code of Conduct For Local Councils

Councillors have received a copy of the Model Code of Conduct for Local Councils, the Chairman asked members to offer feedback for the next full parish council in December for discussion and approval.

Received.

17.124 Resignation of Councillor P. Langley.

The Chairman has received a written resignation from Councillor Langley and the process has now started, a notice of vacancy has been displayed in the parish notice boards and on the Parish website for a period of fourteen days until Monday 13th November.

Received.

17.125 Durham Gilesgate Sports College Playing Field.

The Chairman reported to councillors that the front of the Durham Gilesgate Sports College has been made secure by Durham County Council.

Agreed.

17.126 Defibrillator.

County Councillor L. Mavin is buying four defibrillators for Belmont, Gilesgate Moor and Carrville out of her monies at a cost of £1045.00 each. The Chairman proposed that the Parish Council would pay for training on how to use them and relevant information be put in the Parish Newsletter.

Agreed.

17.127 Update on 20 m.p.h. Sign and Speed Indicators.

The Chairman informed councillors that all work will be completed by November 3rd and reported that residents have already reduced their speed due to the signage. The Chairman thanked councillors for their support regarding the 20 m.p.h. Sign and Speed Indicators in the parish and said a special meeting would be arranged in the future to consider the un-parished area.

Agreed.

17.128 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

A site meeting was held on Thursday 26th October 2017 at 9.30 am. see attached notes *

Councillor Inglis (Chair of Cemetery Working Party) gave a verbal report to councillors concerning issues in the Cemetery.

The Chairman D.J. Southwell asked councillors retrospectively for agreement to the removal of specified trees in the Cemetery which are causing damage to paths.

Proposed – County Councillor E. Mavin.

Seconded – Councillor S. Lowes.

Agreed unanimously.

Vice - Chair Councillor Murphy enquired if the trees could be made into chippings for the Scrambles.

Agreed.

Co-option of Councillor E. Finlay onto the Cemetery Working Party

Proposed – Chairman Councillor D J Southwell.

Seconded – Vice-Chair Councillor R. Murphy - seconded it.

Agreed unanimously.

The Chairman, Councillor, D.J. Southwell asked councillors for support in contacting grave owners regarding the removal of tributes from graves.

Proposed – Vice-Chair Councillor R. Murphy

Seconded – Councillor B. Howarth.

Agreed unanimously

(d) Complaints Procedure Committee

No meeting was held this month

(e) Finance Working Party

No meeting was held this month.

(f) Friends of Belmont Scrambles

Councillor Howarth informed members that a litter pick is to take place on Sunday 5th November at 2.00 p.m. anyone wishing to be involved to meet at the entrance of the Scrambles at Cheveley Walk.

The Chairman suspended Standing Orders.

Councillor Howarth explained to members of the public the location of the Scrambles for information purposes.

The Chairman re-imposed Standing Orders.

(g) Parish Newsletter Working Party

The Chairman thanked members for their hard work regarding the production of the Parish Newsletter. Members involved are Councillors B. Howarth, S. Lowes, L. Mavin, R. Murphy and D.J. Southwell.

(h) Personnel and Training Advisory Panel

No meeting was held this month.

- (i) Planning Committee
A Planning meeting was held on Monday 23rd October at 9.30 am in Belmont Community Centre. see attached notes *

- (j) Planting Scheme Working Party
A Planting Scheme Working Party was held on Friday 12th October at 9.30 a.m. in Belmont Community Centre. see attached notes*

Councillor Howarth (Chair of the Planting Scheme Working Party) reported that she had been in contact with Belmont Community School regarding the production of the children's calendars. There has been a slight hitch with the scanner and once rectified calendars will be produced as quickly as possible.

Councillor S. Lowes to continue after Christmas with donations, to date £240.00 has been raised of which £200.00 has been dedicated to the War Memorial Bed. The Chair asked the members of public present if they would like to be involved with the Planting Scheme Working Party.

Agreed.

- (l) Playground Development Committee
No meeting was held this month.
The Chairman D.J. Southwell proposed County Councillor E. Mavin for the position of Chair of the Playground Committee Group
Vice-Chair Councillor R. Murphy - seconded.
Agreed unanimously.

- (j) Area Action Partnership (AAP)
Nothing to report.

- (k) National Association of Local Councils) NALC
The Chairman Councillor D.J. Southwell, Vice-Chair Councillor R. Murphy, Parish Clerk, Mrs S. Overton and Councillor S. White attended a recent Data Protection Training meeting on Wednesday 1st November 2017. The Chairman reported that the presentation was not suitable for most people present.

17.129 Senior Citizens Christmas Party (Thursday 14th December 2017)

The date of this year's Senior Citizens Christmas Party has been confirmed in the parish newsletter for Thursday 14th December. This year school children from the local primary schools will also be attending the event. The minibus is booked with TM Travel, once list is complete Councillor B. Howarth will work out route nearer the time.

A free raffle will be available, and everyone will be given a ticket, the Vice-Chair R. Murphy to sort out raffle prizes and a suggestion of fifty pounds be made available for purchases.

Agreed: £50.00 for raffle prizes.

17.130 To Receive Reports from Ward Councillors.

Belmont

It was reported that an area of the road along Gloucestershire Drive is to be retarmacked There has been no response from the Agent of Cheveley Park Shops requesting permission to put yellow lines the length of the bollards on the road outside the play area to stop vehicles parking and obstructing the road for children.

A concern was raised regarding parking issues in Cheveley Park Shopping Centre, it was agreed to contact Parking Enforcement Officers to issue tickets to offenders and also for the yellow lines to be re-painted.

Carrville

A concern was raised regarding two burnt out cars driving through three bollards, the middle bollard being totally uprooted and another damaged, close to the top of Carrsway and the land adjacent to Belmont Club. The incident is being dealt with.

A concern was raised regarding overgrown branches obstructing a public footpath in Grinstead Way, the Chairman D.J. Southwell to check progress.

A concern of damaged island bollards has been reported near Blue House Shopping Centre. Broomside Lane – The road markings along Broomside Lane are all being repainted, and the LOOK Signage has been ordered for that stretch of road also.

Gilesgate Moor

A concern was raised regarding weeds growing along the front of several houses in Kepier Crescent the matter has been reported to Durham County Council.

17.131 Any Other Business, Date of Next Meeting 7th December Thursday 2017

The Parish Council has received a request for financial support from a group of pupils from Belmont Community School who have been given the opportunity to partake in the Tall Ships Challenge. The boys will be given the opportunity to sail on a tall ship from Southampton around the English Channel for five days. This is to be an agenda item for the 7th December full council meeting.

The meeting closed at 8.35 pm

Chairman's signature -----

Date -----