



City of Durham Parish Council

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Date of Summons: 7th February 2024

SUMMONS

To all Members of the City of Durham Parish Council's Environment Committee: Councillors V Ashfield, L Brown, D Freeman, R Friederichsen, C Lattin and S Walker.

You are hereby summoned to attend the **Environment Committee meeting** to be held **via Zoom at 13:00pm on Tuesday 13th February 2024** for the purpose of transacting the following Agenda business as shown.

The link to join this meeting is below:

<https://us02web.zoom.us/j/85239523825>

Meeting ID: 852 3952 3825

Members of the public and press are also cordially invited to attend. Members of the public may address Council, Committee or Sub-Committee meetings for up to three minutes, with the agreement of the Chair of the meeting, provided that the statement is related to an item on the agenda. The speaker should approach the Clerk before the meeting commences to request to speak during the meeting.

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities, Health & Safety, Civility and Respect and Human Rights plus Social, Economic and Environmental matters.

Yours faithfully,

A. Shanley

Mr Adam Shanley
Clerk to the City of Durham Parish Council

AGENDA

- 1. APOLOGIES FOR ABSENCE**
- 2. TO RECEIVE ANY DECLARATIONS OF INTEREST FROM MEMBERS**
- 3. TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD ON 9th JANUARY 2024**
- 4. PUBLIC PARTICIPATION**
- 5. TO CONSIDER THE LATEST NEIGHBOURHOOD WARDEN REPORT**
- 6. DISCUSSION OF ENVIRONMENT COMMITTEE PRIORITIES:**

6a. To decide:

- I)** To consider the proposed draft plans for the works to Durham Market Place.
- II)** To consider supporting efforts to improve the drainage of the football field and adjacent adult fitness area at Merryoaks.
- III)** To consider the establishing of a schools Youth Environment Committee
- IV)** To progress a Clean Air project with OASES

6b. To complete:

- I)** Progressing the proposal to create a Community Emergency Plan
- II)** To consider the latest updates on planning for the unveiling of the Blue Plaque for Bow Cottage event.
- III)** To consider the latest updates on community tree planting at Laburnum Avenue/ Lawson Terrace.
- IV)** To consider the impact of the recycling/ green herbs leaflet.
- V)** Update on the project to provide slow cookers to students.

- 7. AOB** (please note for information only and not for formal decisions).

8. DATES OF FUTURE MEETINGS

12th March 2024

9th April 2024

14th May 2024

CITY OF DURHAM PARISH COUNCIL

Minutes of a meeting of the Environment Committee held on Tuesday 9th January 2024 at 13:00pm via Zoom

Present: Councillors C Lattin (Chair), V Ashfield, D Freeman, R Friederichsen and S Walker.

Also present: Parish Clerk A Shanley and Alice Wilkes and James Wilson (Durham Markets Company).

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillor L Brown.

2. TO RECEIVE ANY DECLARATIONS OF INTEREST FROM MEMBERS

None received.

3. TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD ON 14th NOVEMBER 2023

The minutes of the meeting held on 14th November 2023 were unanimously **agreed** as a true and accurate record of proceedings.

4. PUBLIC PARTICIPATION

Alice Wilkes and James Wilson advised that they were attending the meeting to listen to discussion relating to the new plans for the Market Place.

5. TO CONSIDER THE LATEST NEIGHBOURHOOD WARDEN REPORT

Members warmly welcomed the latest Neighbourhood Warden report and the work undertaken by the Parish Council's funded Neighbourhood Wardens. Members particularly welcomed the speedy response to waste by the riverbanks following a complaint from the Durham Riverscape Community who had carried out a very successful litter pick on the river.

6. PROPOSAL TO SUPPORT THE DEVELOPMENT OF A COMMUNITY EMERGENCY PLAN IN THE CITY OF DURHAM PARISH

The Chair highlighted to Members the work that she is undertaking to create of an Emergency Plan for the community/ parish. The Chair advised that she is very keen to pursue this project, particularly in light of recent weather events such as flooding, storms and power outages.

The Chair particularly highlighted the support available for such a project through DCC's specialist civil contingencies team, the work for which is led by Laura Dobson at DCC.

The Chair stressed that this Plan would not replace the work of emergency services but would rather offer extra reassurances during events such as Storm Arwen,

etc. about the availability of volunteers and particularly those volunteers with any specialist skills, etc.

The Chair advised that she is arranging a meeting with each of the Local Residents Groups across the parish area to seek their support with this initiative.

Members **agreed** to fully supported this project and advised that they would give this project support in the budget setting process.

7. TO CONSIDER THE LATEST UPDATES REGARDING THE ENVIRONMENT COMMITTEE'S BUDGET FOR 2024/25

Members carefully considered their priorities as a committee for 2024/25 and their respective budget arrangements. The following draft budget was **agreed** to recommend to Finance Committee on 17th January 2024:

Item of expenditure	Cost (£)
PRIORITY 1: Additional policing and safety for the parish area	
Enhanced SLA with Durham Police for late night policing	£30,000.00 – (£15,000 carried forward from 2023/24)
Safety of Women at Night Hub	£10,000.00
PRIORITY 2: Noise abatement	
Building on the <i>Shhh...11pm to 7am</i> campaign	£2,000.00
PRIORITY 3: Clean Air, Clean and Green City	
Planting budget	£10,000.00
PRIORITY 4: Engaging the youth in the work of the Parish Council	
Project working with young people to promote awareness of clean air (OASES project)	£2,500.00
PRIORITY 5: Improving the appearance of our City	
Neighbourhood Warden SLA	£10,000.00
Christmas frontages awards	£1,500.00
PRIORITY 6: Recycling	
Terracycle scheme	£3,000.00
Green business award	£1,000.00
PRIORITY 7: Enhancing the River Wear	
Supporting the work of the Wear Rivers Trust	£5,000.00
PRIORITY 8: Emergency planning	
Supporting our community in preparing for emergency events	£2,000.00
TOTAL PROVISION IN 2024-25 AGAINST PRIORITIES	

8. DISCUSSION OF ENVIRONMENT COMMITTEE PRIORITIES:

8a. To decide:

V) To consider the proposed draft plans for the works to Durham Market Place

Members carefully considered the proposed new plans for the Market Place and fully supported these in principle. Committee Members particularly welcomed the

opportunities to green-up the Market Place and to support the TRO working its way through the highways consultation process to prevent cars parking at night in the City.

Members **agreed** that the Clerk should direct the following queries to the officers leading on this work

- Why is Neptune moving and where exactly in the Market Place please?
- Could all of the bollards be retractable at all? The Markets Company would like to have the flexibility for events, etc.
- Is emergency service vehicular access still possible and, if so, how?
- With the benches being improved, is it possible that the under-lighting could be reinstated at all? We can pay for this element of this as long as the plans stay within our £8k budget.

VI) To agree to launch the landlord contribution appeal for 2024/25

Members noted that the 2023/24 appeal to landlords had generated an income of over £5,000 and unanimously **agreed** to launch this again at the beginning of the new financial year in April 2024.

8b. To complete:

VI) To consider the latest updates on planning for the unveiling of the Blue Plaque for Bow Cottage event

The Clerk confirmed that the unveiling event for the blue plaque at Bow Cottage would be taking place on 16th February 2024 and that a formal invitation had been sent out to all Members and select partner organisations.

The Clerk also reported that the Council had been successful in securing a number of VIP guests to support with the unveiling of the blue plaque.

Members thanked the Clerk for his excellent work on this project and advised that they looked forward to attending this event and seeing the new plaque in situ.

VII) To agree a date for community tree planting at Laburnum Avenue/ Lawson Terrace

Members **agreed** that the tree planting at Laburnum Avenue and Lawson Terrace should take place on Saturday 17th February at 11am. The Clerk confirmed that he had ordered the trees as requested and it was noted that a number of these trees would also be earmarked for other areas too as previously advertised, namely Hallgarth and Sheraton Park.

VIII) To agree a date for distributing the recycling/ green herbs leaflet

Members **agreed** the content of the recycling/ green herbs leaflet and agreed to distribute these in the Viaduct Area on 25th January 2024.

9. AOB

None received.

10. DATES OF FUTURE MEETINGS

13th February 2024
12th March 2024
9th April 2024

There being no further business, the Chair thanked all those present for attending and for their contributions and closed the meeting.

Signed,

**Chair of the Parish Council's Environment Committee
(13th February 2024)**