



City of Durham Parish Council

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Date of Summons: 16th September 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 16:00pm on Thursday 19th September 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/84522691156>

Meeting ID: 845 2269 1156

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. WELCOME AND APOLOGIES**
- 2. TO RECEIVE ANY DECLARATIONS OF INTEREST FROM MEMBERS.**
- 3. TO RECEIVE AND APPROVE AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON 9th JULY 2024**
- 4. TO RECEIVE ANY PUBLIC PARTICIPATION COMMENTS ON THE FOLLOWING AGENDA ITEMS.**
- 5. TO CONSIDER THE LATEST NEIGHBOURHOOD WARDEN REPORT**
- 6. DISCUSSION OF ENVIRONMENT COMMITTEE PRIORITIES:**
 - 6a. To decide:**
 - I) Proposal to launch a Durham Tidy Gardens initiative as part of the landlord funding – proposed letter attached.
 - II) Purchase of bulbs as part of the Parish Council's work to green the parish area.
 - III) Proposal to request that BT remove its clear glassed telephone boxes.
 - IV) Production of a recycling leaflet for new and returning students in the city.
 - V) Review of the 3-tier planter provision across the parish area.
 - VI) Report on a proposed City Fair (similar to village fete) event.
 - 6b. To complete:**
 - I) Update on the recruitment of a grant bid writer for the green roofed bus shelters project.
 - II) To consider the latest updates on the blue plaques for Prof. Dame Rosemary Cramp and 33 Claypath.
 - III) Request to apply wood preservative to the Viaduct planters
 - IV) Update on the production of a Community Emergency Plan
 - 6c. To note:**
 - I) Follow up with local schools on the OASES Breath Clean Air project.
 - II) Update on the installation of a noticeboard at Peskies Park.
 - III) Progressing the plans for the new layout of Durham Market Place.
 - IV) Update on the City Safety and Wellbeing card
- 7. AOB (please note for information only and not for formal decisions).**
- 8. DATES OF FUTURE MEETINGS**

Tuesday 8th October 2024 at 1pm
Tuesday 12th November 2024 at 1pm
Tuesday 14th January 2024 at 1pm

CITY OF DURHAM PARISH COUNCIL

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

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

Also present: Parish Clerk A Shanley

1. WELCOME AND APOLOGIES

Apologies were received and **accepted** from Councillors L Brown, N Brown and R Friederichsen. The Committee accepted that Councillor S Walker was attending as a substitute for Councillor L Brown.

2. TO RECEIVE ANY DECLARATIONS OF INTEREST FROM MEMBERS.

None received.

3. TO RECEIVE AND APPROVE AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON 11th JUNE 2024

The minutes of the meeting held on 11th June 2024 were unanimously **agreed** as a true and accurate record of proceedings.

4. TO RECEIVE ANY PUBLIC PARTICIPATION COMMENTS ON THE FOLLOWING AGENDA ITEMS.

None received.

5. TO CONSIDER THE LATEST NEIGHBOURHOOD WARDEN REPORT

The Committee warmly welcomed the extremely positive latest report from Neighbourhood Wardens Kirk Thiis and Antony Waterson. The Committee particularly welcomed the work of the Wardens during the Green Move Out operation, in tackling environmental issues as well as low level anti-social behaviour.

The Clerk agreed to write directly to the Wardens to thank them for their work and to wish them a most relaxing Summer.

6. DISCUSSION OF ENVIRONMENT COMMITTEE PRIORITIES:

6a. To decide:

- I)** Follow up with local schools on the OASES Breath Clean Air project.

In Councillor Friederichsen's absence, the Clerk provided an updated following a written report from Councillor Friederichsen. The Clerk advised that Councillor Friederichsen had attended the assembly at St Margaret's school on clean air

delivered by OASES's Dyfan Roberts. Councillor Friederichsen provided a positive report on Dyfan's role in this project, particularly introducing the topic with clarity, connecting the general points to Durham and involving the enthusiastic pupils at all times. Councillor Friederichsen has confirmed that Dyfan will be back at St Margaret's later in the week for the second part of the activity with a smaller group of pupils and Councillor Friederichsen has confirmed he will be attending these too.

In summary, Councillor Friederichsen had reported that the project is underway and being delivered to an excellent quality by OASES. The Committee thanked the Clerk and Councillor Friederichsen for this positive report.

II) Production of a recycling leaflet for new and returning students in the city

Councillor V Ashfield highlighted the positive impact of the Parish Council's recycling leaflet in the previous academic year and advised that she felt that this activity ought to be repeated this coming academic year.

The Committee fully endorsed this proposal and **agreed** to facilitate this leaflet across the parish area once more.

III) Update on the landlord voluntary contribution scheme for 2024-25 and Green Move Out operation.

The Clerk reported that the Parish Council has approximately £4,363 remaining from the appeal last year from landlords and has already received a contribution of £900 from other landlords this year with a further commitment of £2,500 from Durham University.

The Clerk advised that he had recently attended a site visit with Dasha Murphy and Whinney Hill Community Group where the issue of untidy and overgrown gardens had been highlighted.

The Committee **agreed** to focus this funding on this activity and **agreed** to meet with local residents and Durham University in order to discuss the best way of delivering this project. It was **agreed** that Councillors C Lattin and V Ashfield should join the Clerk at this meeting and report back to the next Environment Committee meeting in September.

IV) Proposal to support the installation of a noticeboard at Peskies Park

Councillor S Walker reported on the recent project to improve Peskies Park in the Viaduct Area of the parish and highlighted the absence of a noticeboard in the area.

Councillor S Walker advised that she felt that Peskies Park could benefit from this and confirmed that County Councillor Liz Brown had kindly offered to fund this. Councillor S Walker asked if the Environment Committee would consider funding and submitting the planning application for this noticeboard.

The Committee thanked Councillor S Walker for her work in this area and unanimously **agreed** to fund and submit the planning application as requested.

V) Production of the City Safety and Wellbeing card

The Clerk highlighted that the Parish Council takes an active role on issues such as anti-social behaviour, tackling crime and supporting vulnerable residents.

As part of this commitment, the Clerk advised that the Parish Council is an active member of the City Safety Group, the City's Operational Group (alongside Durham Police), a key funding partner for the Safety Hub, ShopWatch, PubWatch and much more.

Through the Parish Council's engagement with Durham Police and other partners, the issue of signposting both partners and residents to the most appropriate service and having an easy to access, distributable information source has been highlighted as an issue in the city.

The Clerk advised that there are very many organisations working to support the physical and mental health of residents as well as those involved in supporting residents with addiction and crime issues. It is felt that a closer collaboration between and identification of these services could prove vital moving forward.

As such, it was proposed that the Parish Council funds the production of a City Safety Card with key partner contact details to signpost residents to appropriate services. The content has yet to be formally agreed however it was highlighted that signposting to housing solutions, local neighbourhood police contact details, opening times for Sanctuary 21, the Safety Hub, emergency services, details of public toilets in the city and much more could be included in this Safety Card.

The Clerk advised that he was able to design this leaflet and the cost of production for 10,000 x 6-sided, Z-fold, full colour A6 size card would be: £1,024.00.

The Clerk highlighted that this work builds on the "Who to contact if you have a local issue in Durham" leaflet the Parish Council produces and distributes annually to local residents. Whilst it is proposed that these cards could be used and handed out by the Police, emergency services, local Members, Durham University, etc, it is not proposed to distribute these to every household in Durham.

The Clerk presented the design of the Safety and Wellbeing card to the Committee. The Committee unanimously **endorsed** its content and thanked the Clerk for his exceptional work on this project.

VI) Proposal from Councillor V Ashfield on garden sharing

Councillor V Ashfield highlighted a local scheme that she was aware of which facilitated residents sharing gardens. Councillor S Walker advised that she had recently seen an advert for this in the Neville's Cross area of the parish too.

Councillor V Ashfield highlighted that she felt that this would help both elderly residents without a gardener who wish to allow other residents without a garden to plant and grow vegetables and plants. Councillor V Ashfield advised that she was aware that there is a significant waiting list for the Parish Council's Allotment site at North End and perhaps this project could ease some of the pressure on this list.

The Committee endorsed the project and asked Councillor V Ashfield to bring a full report on this project to a future meeting of the Committee.

6b. To complete:

I) To consider the latest updates on the blue plaques for Prof. Dame Rosemary Cramp and 33 Claypath.

The Clerk advised that he is liaising with colleagues at Durham University on these two blue plaques and confirmed that it is likely that both will be unveiled during the October and November months of 2024. The Clerk advised that he was primarily working on an October unveiling of the Professor Dame Rosemary Cramp plaque and was making every effort to secure the Vice-Chancellor for a suitable date and time for this event. The Committee thanked the Clerk for his work on these two plaques.

II) Progressing the plans for the new layout of Durham Market Place.

The Clerk advised that he was still awaiting confirmation of the next steps with this project from DCC and would report back ASAP.

7. AOB

None received.

8. DATES OF FUTURE MEETINGS

Tuesday 10th September 2024 at 1pm
Tuesday 8th October 2024 at 1pm
Tuesday 12th November 2024 at 1pm

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
(12th September 2024)**