

# City of Durham Parish Council

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Dear Councillor,

In accordance with the Local Government Act 1972, I hereby give you notice that the meeting of the **FULL COUNCIL** will be held in the **LANTERN ROOM, DURHAM TOWN HALL. DURHAM. DH1 3NJ** on **THURSDAY 23<sup>rd</sup> MARCH 2023** at **7:00pm** to transact the following business:

- 1. TO RECEIVE AND APPROVE (OR NOT) APOLOGIES FOR ABSENCE FROM TODAY'S MEETING**
- 2. TO RECEIVE ANY DECLARATIONS OF INTEREST FROM MEMBERS**
- 3. APPROVAL OF THE DRAFT MINUTES OF THE COUNCIL MEETING HELD ON 23<sup>RD</sup> FEBRUARY 2023**
- 4. PUBLIC PARTICIPATION**
- 5. COMMITTEE UPDATES**

- **Planning and Licensing Committee minutes from meetings held on 17<sup>th</sup> February and 3<sup>rd</sup> March 2023**

Copies of all approved minutes from these meetings can be found here:

<http://cityofdurham-pc.gov.uk/agendas-minutes/planning-committee/>

- Report on the Conservation Area Management Plan

- **Environment Committee minutes from meetings held on 14<sup>th</sup> February 2023**

Copies of all approved minutes from these meetings can be found here:

<http://cityofdurham-pc.gov.uk/agendas-minutes/environment-committee/>

- Report from the North End Allotment Association AGM
- Report on the Service Level Agreement with Durham Police for an enhanced policing of the City centre.

- 6. CHAIR'S UPDATE**

The Chair will provide a verbal update on matters arising since the Full Parish Council meeting on 23<sup>rd</sup> February 2023.

- 7. PROPOSAL TO REQUEST A VOLUNTARY CONTRIBUTION TO THE PARISH COUNCIL PRECEPT FOR FINANCIAL YEAR 2023/24**

- 8. PROPOSAL TO SUPPORT THE NATIONAL YOUTH MARKET COMPETITION IN DURHAM CITY 2023**
- 9. UPDATE ON EVENTS PLANNING FOR THE CORONATION IN MAY 2023**
- 10. DCC CONSULTATION ON COMMUNITY ENGAGEMENT THROUGH THE AREA ACTION PARTNERSHIPS**
- 11. TO REVIEW THE MEMBERSHIP OF THE PARISH COUNCIL'S PLANNING AND LICENSING COMMITTEE AND BUSINESS COMMITTEE**
- 12. REPORT FROM PARISH COUNCIL REPRESENTATIVES ON LOCAL ORGANISATIONS**

- Report by Cllr C Lattin on the most recent meeting of Durham University's Community Engagement Task Force Live-Environment Sub-Committee.

Due to the confidential nature of the following items, in accordance with Section 100(A)(4) of the Local Government Act 1972, the press and the public will be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the LGA 1972 Act and section 1(2) of the Public Bodies (Admission to Meetings) Act 1960. At this point in time the press and the public will be asked to leave the room.

**13. GOOD CITIZEN OF THE YEAR 2023 AWARD**

**And** pursuant to the provisions of the above-named Act, **I Hereby Summon You** to attend the said meeting.

**Adam Shanley**  
**Clerk City of Durham Parish Council**

# City of Durham Parish Council

**Minutes of the meeting of the City of Durham Parish Council held on Thursday 23<sup>rd</sup> February 2023 at 19:00 in the Lantern Room, Durham Town Hall. Durham. DH1 3NJ**

**Present:** Councillors A Doig (in the Chair), L Brown, V Ashfield, E Ashby, C Lattin, N Brown, R Friederichsen, R Ormerod, S Walker and H Weston.

**Also present:** Parish Clerk Adam Shanley, Mr John Ashby and Ms Lynda Delf (members of the public), Ms Jasmine Moore and Ms Livvy O'Hagan (Student Action for Refugees).

## **1. TO RECEIVE AND APPROVE (OR NOT) APOLOGIES FOR ABSENCE FROM TODAY'S MEETING**

Apologies were received from Councillors E Scott, R Hanson and G Nair.

## **2. TO RECEIVE ANY DECLARATIONS OF INTEREST FROM MEMBERS**

Councillor L Brown declared an interest in the planning application for 4-6 Silver Street and took no part in the discussions on this matter.

## **3. APPROVAL OF THE DRAFT MINUTES OF THE COUNCIL MEETING HELD ON 26<sup>TH</sup> JANUARY 2023**

The minutes of the meeting held on 26<sup>th</sup> January 2023 were unanimously **agreed** as a true and accurate record of proceedings.

## **4. PRESENTATION BY STUDENT ACTION FOR REFUGEES (STAR) ON THEIR WORK IN DURHAM**

The Chair welcomed Jasmine Moore and Livvy O'Hagan to the meeting and thanked them for attending to discuss their work as an organisation with the Parish Council.

Jasmine thanked the Parish Council for the opportunity to speak with Members today regarding the work of Student Action for Refugees (STAR) in Durham City.

Jasmine began by highlighting that, across County Durham, there are presently: 240 Ukrainian families (host families), 64 Syrian families (75% under 18), 23 Afghan families (70% under 18) and 25 families of other nationalities (Yemen, Somalia, Iraq, Sudan).

Jasmine advised that all children received a place in their local school and that all adults have/ are attending EOSL classes for 15hrs per week, which is excellent but STAR had been supporting refugee children with their school work and language acquisition.

Jasmine advised that STAR had worked together with organisations such as Durham City of Sanctuary to support refugees during the Covid-19 pandemic.

Jasmine also advised that STAR had successfully opened a drop-in centre in Durham City in September 2021 for refugees but highlighted the need for a more permanent and cost-effective base for this to happen in.

Jasmine advised that STAR was supporting refugees through a variety of conversation classes, kids' clubs and tutoring. Jasmine highlighted that this was only possible thanks to STAR successfully fundraising approximately £30,000 from various sources.

Jasmine advised that the funding is primarily focused at funding transportation for refugees to allow them to access the drop-in sessions run by STAR as well as the rental costs for a base for the drop-in events to happen.

Jasmine also advised that some of the funding had been allocated to replacing old and worn toys for children, which had been so gratefully received.

Jasmine advised that STAR is also focusing on finding a business mentor for ladies who are able to produce the most amazing middle eastern catering, to provide days out and experiences for children and to host coffee mornings for refugees.

Jasmine also highlighted that the group is keen to find a suitable ESOL (English for Speakers of Other Languages) tutor to support refugees with their English language acquisition.

Jasmine also highlighted that STAR is supporting the "Lift the Ban" campaign which aims to lift the ban on refugees being able to seek paid employment whilst in the UK.

Councillor C Lattin thanked Jasmine and Livvy for their exceptional work and advised that she felt that this is certainly an organisation she felt the Parish Council should be supporting.

Councillor G Holland advised that he felt that Jasmine and Livvy were a huge credit to the University and thanked them for their work. Councillor G Holland advised that he fully supported the list the ban campaign.

The Chair asked if the University could provide accommodation for any of the drop-in events. Jasmine advised that STAR has unfortunately experienced a lukewarm reaction to this suggestions from the University and STAR had not pursued this avenue as a result.

Ms Lynda Delf advised that STAR should reach out to a number of the private schools in the City for a suitable ESOL teacher as they may be able to support the group.

The Chair thanked Jasmine and Livvy for all of their work and their excellent presentation.

## **5. PUBLIC PARTICIPATION**

Mr John Ashby advised that he was attending the meeting with a general interest in all Agenda items.

Ms Lynda Delf advised that she was attending the meeting with a general interest in all Agenda items.

## **6. COMMITTEE UPDATES**

### **• Planning and Licensing Committee**

Councillor G Holland presented the minutes from the Planning and Licensing Committee meetings held on 6<sup>th</sup> January, 20<sup>th</sup> January and 3<sup>rd</sup> February 2023. There were no queries from Members.

### **• Environment Committee**

Councillor C Lattin presented the minutes from the Environment Committee meeting held on 10<sup>th</sup> January 2023. There were no queries from Members.

### **• Business Committee**

Councillor R Ormerod presented the minutes from the Business Committee meeting held on 9<sup>th</sup> November 2022. There being no queries from Members, Councillor R Ormerod moved on to Committee updates.

#### **- Proposal to support Durham Pride 2023 event as part of 10<sup>th</sup> Anniversary**

Councillor R Ormerod highlighted that Durham Pride marks its 10th anniversary in 2023. As part of that milestone, Councillor R Ormerod advised that Durham Pride is proposing a day of celebration for LGBT+ personnel serving in the British Armed Forces, past and present.

The day will be held on Saturday 27<sup>th</sup> May 2023 from 12pm to 10pm on the Sands Field with a beer tent, fairground, food court, market stalls and entertainment for all the family to enjoy. It will be free to enter, and Durham Pride will encourage the three regular services LGBT+ forums to get involved. Councillor R Ormerod advised that Pride is inviting the Army Cadet Force, Air Training Corps and Navy cadets as well as TA units from across the North East.

Councillor R Ormerod advised that the event organisers hoped to have a fun 'Battle Challenge' competition with prizes for winning teams. Pride also hopes to have Armed Forces stands/displays and recruiting information stalls.

The day will include some archive material to include the proud history of the DLI and hopefully some personal testimonies from people about their experiences from those who served and those who are serving now in different arms of the UK forces. Councillor R Ormerod advised that Pride would welcome ideas from anyone around the day and what people would like to see whilst maintaining the military LGBT+ theme. Pride would also welcome volunteers for a variety of tasks they would be interested in performing.

Councillor R Ormerod advised that Durham Pride is looking for total funding of £6,000 towards this 1-day event and any support would be greatly appreciated.

Councillor R Ormerod advised that the Business Committee had recently met and had agreed to recommend to Full Council that the Parish Council supports the event at a total cost of £3,000.

Members unanimously **agreed** to support this event with the proposed £3,000 from the events budget agreed for 2023/24.

## **7. CHAIR'S UPDATE**

The Chair provided a verbal update on matters arising since the Full Parish Council meeting on 26<sup>th</sup> January 2023.

The Chair welcomed the news that the Parish Council's application for Quality Award status has progressed further and we should expect to hear more about this in later April. The Chair expressed his hopes for a good result on this and thanked everyone involved in this extensive exercise.

The Chair reminded Members that the Clerk has circulated details of the project to re-new the Parish Council's website. The Chair firstly invited all Members interested in forming a Working Group to support this work to let the Clerk know about this by next week. The Chair also reminded Members that a photographer will be coming at a specific timeslot ahead of our April Full Council meeting here in the Town Hall to re-new Members' online photos for their profile. The Chair asked that all Members make a concerted effort to attend this.

The Chair echoed the disappointment from Members regarding the very poor response the Parish Council received from the Fire and Rescue service in relation to the fire exit arrangements for STACK. The Chair highlighted that the Parish Council and others have highlighted significant concerns about the use of Moatside Lane as a fire exit for this venue. The Chair advised that he understood that the Planning Committee is in the process of responding to a letter from Litchfields, on behalf of the operator, to address their rebuttal points.

The Chair welcomed the news that the Police and Environmental Health will be objecting to the Hawthorn Terrace street party application, as and when it is submitted. The Chair expressed that it is abundantly clear that this type of event is inappropriate for such a densely populated residential area and that he shares the concerns expressed by Committee Members and other statutory bodies on this proposal.

The Chair also expressed his disappointment and that of the Police regarding the County Council's decision not to move forward with a PSPO on begging in Durham City. The Chair advised that it is clear from the consultation feedback received by the Council that the vast majority of businesses and residents do view this as a significant issue in the City centre and unless we take action in Durham, we might find ourselves in a situation where begging banned in neighbouring areas will push others to visit Durham for this purpose.

The Chair thanked all those involved in planning for the Coronation events in May. The Chair advised that the Parish Clerk has taken the lead locally in establishing

the Golden Orb Working Group and has already applied for National Lottery funding to fund these events. We look forward to seeing plans progress on this.

The Chair expressed the appreciation of the whole Council for the support of CDALC's Steve Ragg over the years. The Chair advised that Steve has provided an invaluable service to this Council through the external advice he has given to the Clerk and performing the role of Interim Clerk ahead of Adam's appointment to get the Council set up and running. The Chair proposed that the Council makes a contribution of £100 towards Steve's retirement gift as Steve will be leaving CDALC in March. The Chair wished Steve a wonderful and richly deserved retirement and advised that he looked forward to continuing to work with Steve's successor Audrey Christie.

The Chair expressed how impressed he was with two recent reports we have received as a Council – namely the Neighbourhood Warden report and the report on work carried out by the hub staff. The Chair advised that both of these services are now completely indispensable for the City.

The Chair highlighted that Neighbourhood Wardens Antony and Kirk are organising a litter pick on 2nd March along the riverbanks – between Baths Bridge to Prebends bridge again – all volunteers are welcome and the Clerk will be circulating more details of this.

The Chair reminded Members that the Parish Council is hosting a licensing training event on Monday 27<sup>th</sup> February with the Institute for Licensing and David Lucas once again – the Chair advised that this is a really invaluable service we offer to both Members and the public to get up to speed with licensing legislation – so important for a Parish such as ours which receives so many of the County's licensing issues.

The Chair also reminded Members that planning training with Jo-Anne Garrick will also be taking place via Zoom on 21<sup>st</sup> March and the Clerk has again circulated details of this.

Finally, the Chair expressed his delight that the Environment Committee has actively engaged with the Access for All Group on the Heritage Trail and we now look to be at a point where we have a version which is acceptable to all parties. We look forward to seeing this being launched.

## **8. PROPOSAL TO REQUEST A VOLUNTARY CONTRIBUTION TO THE PARISH COUNCIL PRECEPT FOR FINANCIAL YEAR 2023/24**

The Clerk reminded Members that the Parish Council's Environment Committee has highlighted that a huge increase in resources is required to deal with the environmental issues associated with such a high student population in a compact city centre.

The Clerk also reminded Members that, in the Summer of 2022, the Environment Committee proposed that the Parish Council formally requests a voluntary contribution from local landlords towards the Parish Council's precept in order to meet this resource need. At the time, it was anticipated that any additional funding

acquired from this appeal to landlords will be directed towards additional bin provision, warden and/or officer time to deal with bins and other issues.

The Clerk highlighted that this proposal did not receive full support when presented in July 2022 and it was agreed that the decision on this should be deferred until after the Chairs of both the Environment Committee and the Business Committee had met to discuss this.

The Clerk also highlighted that it was agreed that this proposal would thereafter be revisited by Full Council in early 2023.

The Clerk also advised that Members should be aware that the Business Committee is presently seeking to engage further with the private rental sector in the City and has recently launched a survey for landlords to respond to. It was agreed at the Business Committee meeting in November that requesting a voluntary contribution towards the precept should be removed from the survey.

If agreed, the Clerk advised that it was proposed that the Council delays this request until later into the new financial year.

Councillor E Ashby stressed the importance of the work of the Business Committee in engaging with the private rental sector in the City. Councillor E Ashby also highlighted that there had been a recent change in the Chair of the Business Committee and asked if a subsequent meeting of both Chairs of each Committee had taken place.

Councillor C Lattin advised that she had not had the opportunity to discuss this with Councillor R Ormerod but would be happy to do so.

Members unanimously **agreed** to defer a decision on this item until the Chairs of both the Environment Committee and Business Committee had had the opportunity to meet and discuss a way forward with this proposal.

## **9. DCC CONSULTATION ON DRAFT HOMELESSNESS AND ROUGH SLEEPER STRATEGY**

The Clerk highlighted that, under the Homelessness Act 2002, all housing authorities must have in place a homelessness strategy based on a review of all forms of homelessness in their area.

The Clerk also highlighted that the introduction of the Homelessness Reduction Act in April 2018 resulted in a revised Code of Guidance, this led to the Homelessness Review in 2018, the development of this revised strategy and how best to satisfy the new duties set out in the Act around service delivery.

The Clerk advised that the County Council is now looking to refresh its Homelessness and Rough Sleeper Strategy which will cover the next five years to 2028.

The Clerk advised that the new strategy will focus on four main priorities. These include preventing people from becoming homeless in the first place; increasing the number of affordable homes available and improving access to them; ensuring

the appropriate support is available for people who are homeless; and ending rough sleeping for good.

Members unanimously **agreed** to support this Strategy in its entirety.

#### **10. PROPOSAL TO CO-HOST AN EVENT TO OFFICIALLY RECEIVE THE CITY'S BEACON AT JUBILEE WALK**

The Clerk reminded Members that the Freeman have recently funded the creation of a beacon for the City by a renowned artist at a cost of over £10,000. The beacon is set to be completed by the end of February and installed at Jubilee Walk thereafter.

The Clerk highlighted that the project has also resulted in significance costs for the County Council with estimates of costs incurred being around £60,000-£70,000 for the project. The scheme gained planning approval in 2022 and is intended to be in place ahead of the Coronation of the new King in May 2023.

As part of preparations for the Coronation, the Parish Council has established an 'Operation Golden Orb' Working Group involving many of the major stakeholders of the City in order to plan events for Coronation weekend. It is expected that the beacon will be lit on Saturday 6<sup>th</sup> May 2023.

The Clerk advised that the Freeman regard the beacon as a gift to the City and this will be supplemented by two interpretation boards to advertise the project and the artist who has worked on the beacon. The County Council has agreed to take on the maintenance and insurance of the beacon, except the burner unit.

In January, the County Council asked if the Parish Council would consider taking over this element of the project and manage any events associated with the lighting of the beacon as set out in the Memorandum of Understanding agreed at Full Council in January 2023.

The Clerk advised that the Freeman are now hoping to have an official handover ceremony for the Beacon.

As part of this event, the Clerk advised that he will arrange for a specialist contractor to be in situ during the event to install the fire burner and manage all the lighting requirements. This will be at a cost of £1,360 (ex. VAT) and it is expected that this cost will be met by the Parish Council.

Members unanimously **agreed** to co-host the official handover event for the Durham City beacon on 27<sup>th</sup> March 2023 and to cover the costs associated with the fire burner for the beacon as agreed in the Memorandum of Understanding.

#### **11. DCC REVIEW OF THE PUBLIC SPACE PROTECTION ORDER FOR DOG OWNERSHIP 2023**

The Clerk reminded Members that Durham County Council introduced a PSPO to fine irresponsible dog owners in 2017 to tackle issues in local communities from irresponsible dog ownership. Despite these improvements, dog fouling and other dog related issues remain a key area of concern for communities across the

county. The Clerk advised that DCC is therefore proposing to expand the PSPO to tackle other issues. The current PSPO runs to May 2023 and DCC is seeking views on expanding the PSPO to include the following:

- Dogs being banned from more fenced off play areas
- Dogs to be on leads in churchyards, cemeteries, and crematoria
- Dogs to be on leads on identified marked sports pitches
- Dog walkers to walk a maximum of six dogs at once
- All dogs in an open space to have a collar and tag

The Clerk advised that responses will be considered and findings will be reported back to Cabinet and a decision made to confirm the conditions of the PSPO. The PSPO, including any changes, will be introduced by May 2023. It will be publicised on DCC's website and locally across the county where owners take their dogs. A publicity campaign will be carried out to raise awareness of the PSPO order and any new offences it creates.

Members unanimously **agreed** to make the following points to the consultation:

- To seek clarity on how works associated with the expansion of this PSPO, such as additional signage and ongoing enforcement are to be financed.
- To highlight that St. Nicholas graveyard is a private graveyard and that St. Bede's graveyard is already covered by the PSPO.
- To object to the maximum number of dogs being walked at the same time by one individual being six and instead request that this be reduced to four dogs.
- To object to the inclusion of Lowes Barnes sports pitch as a designated area where dogs must be kept on leads.
- To support the requirement that all dogs in open spaces must wear a collar and tag and must be microchipped.

## **12. DCC REVIEW OF TRAFFIC SENSITIVE STREETS ACROSS COUNTY DURHAM**

The Clerk advised that DCC currently has a single permit scheme for work on our roads and footpaths. This means that companies carrying out work must have a permit before they do so.

As a street authority, the Clerk advised that DCC may designate certain streets (or parts of streets) as traffic sensitive. This means that any work on the street will have a big impact as there is a high level of use, and anyone who wants to do work on it must give a greater amount of warning and apply for a permit to get permission.

From April 2023, the Clerk advised that DCC will define a street as traffic sensitive if it:

- has an estimated traffic flow of greater than 500 vehicles per hour per lane (excluding bus or cycle lanes)
- is a single lane two-way road, with a lane width of less than 6.5 metres and has a total traffic flow of more than 600 vehicles per hour
- has more than 25% heavy commercial vehicles
- has more than eight buses per hour in both directions

- is within 100 metres of an important traffic lit junction, roundabout or gyratory (complex roundabout)
- has a pedestrian flow rate of at least 1300 people per hour per metre width of pavement
- is designated as an A road

DCC has a list of over 600 streets in the county that are classified as traffic sensitive. This is a reduction in the number of Traffic Sensitive Streets from the previous review in 2019, which had over 800 streets listed.

DCC is proposing to remove the following streets from the existing list of traffic sensitive streets in our parish:

|                         |
|-------------------------|
| DURHAM CITY FOOTPATH 48 |
| FIELDHOUSE LANE         |
| SOUTH STREET            |
| ALBERT STREET           |
| TOLL HOUSE ROAD         |
| GREEN LANE              |
| GROVE STREET            |

The following streets will therefore be those included in the list of traffic sensitive streets in our parish:

|                                                                  |
|------------------------------------------------------------------|
| A690 (BETWEEN NORTH ROAD ROUNDABOUT AND MILLBURNGATE ROUNDABOUT) |
| FRAMWELLGATE                                                     |
| NORTH ROAD                                                       |
| CLAYPATH                                                         |
| MARKET PLACE                                                     |
| SADDLER STREET                                                   |
| SUTTON STREET                                                    |
| NORTH END                                                        |
| CROSSGATE                                                        |
| OLD ELVET                                                        |
| ELVET BRIDGE                                                     |
| NEW ELVET                                                        |
| MILLBURNGATE                                                     |
| CHURCH STREET HEAD                                               |

|                                                        |
|--------------------------------------------------------|
| DUN COW LANE                                           |
| FRAMWELGATE BRIDGE                                     |
| SOUTH CRESCENT                                         |
| SOUTH ROAD                                             |
| BOW LANE                                               |
| CHURCH STREET                                          |
| PROVIDENCE ROW                                         |
| NORTH BAILEY                                           |
| OWENGATE                                               |
| QUARRYHEADS LANE                                       |
| SILVER STREET                                          |
| SOUTH BAILEY                                           |
| STOCKTON ROAD                                          |
| WHINNEY HILL                                           |
| HALLGARTH STREET                                       |
| MARGERY LANE                                           |
| CROSSGATE PETH                                         |
| LEAZES BOWL ROUNDABOUT                                 |
| MILBURNGATE ROUNDABOUT                                 |
| NORTH ROAD ROUNDABOUT                                  |
| A690 (FROM NORTH ROAD ROUNDABOUT TO FRAMWELLGATE PETH) |
| SNIPERLEY ROUNDABOUT                                   |
| COCK O' THE NORTH ROUNDABOUT                           |
| MOUNTJOY ROUNDABOUT                                    |
| LEAZES ROAD                                            |
| ROAD BETWEEN MARKET PLACE AND LEAZES ROAD ROUNDABOUT   |

Members unanimously **agreed** to make the following points to the consultation:

- To request that the proposed removal of Toll House Road as a traffic sensitive street be reviewed.
- To seek clarity on whether "Church Street Head" refers to "Church Street Head, Anchorage Terrace and Church Street" as they are all essentially the same road.

### **13. TO REVIEW THE MEMBERSHIP OF THE PARISH COUNCIL'S PLANNING AND LICENSING COMMITTEE**

Councillor R Ormerod advised that he would like to resign from the Planning and Licensing Committee. Councillor R Ormerod thanked colleagues for their collective work on this important Committee but advised that, as the new Chair of the Parish Council's Business Committee, he would like to focus his attentions on this role.

The Chair thanked Councillor R Ormerod for his work on this Committee. It was unanimously **agreed** that Councillor N Brown should become the new Member of the Parish Council's Planning and Licensing Committee in Councillor R Ormerod's place.

A concern was also highlighted that some Members of this Committee and other Committees appeared to be regular absentees from meetings. The Council **agreed** defer making any further changes to Committee membership until a later date, in order that Councillors could be spoken with and asked about their ongoing membership of certain Committees.

### **14. REPORT FROM PARISH COUNCIL REPRESENTATIVES ON LOCAL ORGANISATIONS**

- **Report by Cllr E Ashby on the most recent meeting of the County Durham Association of Local Councils.**

The meeting was Chaired by Cllr Chandran from Great Ayeclyffe with the two Executive Officers Audrey Christie and Steve Ragg.

12 members, including myself, and 7 officers representing 8 of the 19 Larger Councils had attended the meeting on November 24<sup>th</sup> in Spennymoor Town Council Offices the minutes of which were accepted as a true record.

In his wide-ranging verbal report of the **CDALC Executive Committee** meeting held on 7 December 2022 Steve Ragg referred to

- The impending interviews for the part time Admin Officer post to start on April 1<sup>st</sup>, supporting Audrey who will assume a more strategic role after SR's retirement.
- The Consultant's report following the Review of AAP's which was delivered last week and is now with DCC officers.
- Confirmation that the Monitoring officer has a statutory responsibility to deliver training and advice relating to the Civility and Respect agenda. Councils should not need to ask for this. However there are staffing issues at County Hall which affect this.
- Ongoing conversations with DCC and the Lord Lieutenant's office about Op. 'London Bridge' and arrangements for Coronation celebrations. Other councils present were respecting the wish not to light beacons and were planning events mostly similar to the Jubilee. One is moving the picnic indoors with a large screen in case of bad weather.
- There were 4 candidates already for the vacancy on the Standards Committee. More welcome before the deadline on the 21<sup>st</sup>.

- Audrey drew attention to NALC's appearance in the House of Lords next week re the 10 or 11 amendments to the Levelling Up Bill. (She has since circulated the list of them) One includes suspending councillors in breach of the Code of Conduct.

**Under item 5** there was discussion about councils' approach to funding for the **Coronation** with particular reference to one council's approach to the National Lottery and other questions about the terms under which funding could be used e.g. Is the £10 to be spent in Yr 1 or across 3 years.

**Item 6** concerning the review of the **PSPO for dog ownership 2023** provoked a lively discussion not only from dog owners present but also more widely about who would pay for the necessary enforcement staff and signage etc. It was felt more information was needed to clarify these and other issues. Councils were encouraged to respond, taking into account their own areas which might be included if the order is made.

**Item 7 Internal Audit process.** Horden's clerk reported that a group of clerks had recently met with DCC of this service. Concern was expressed at the absence locally of suitably qualified and experienced auditors and it was generally felt the offer of apprentices – none currently available - was not the answer.

**Item 8 North East Mayoral Authority Devolution** deal was discussed with a general feeling that despite the projected investment fund of £1.4bn, a £60m pa budget for adult education and skills, £900m investment in transport and £69m for housing and regeneration the County's would still be faced with competing for a fair share with the 6 other constituent councils.

**Item 9 NALC Policy Committee** had accepted a motion from Spennymoor Town Council which will become part of their National policies and will be taken forward at Government level when a legislative opportunity arises. This would mean that a quoracy of councillors is required to call an extraordinary meeting and not just 2 as at present. This would mean 3 for our smallest councils or 8 out of 22. I raised my hand against this, (not the view of the Parish Council) as a member of 'troublesome minority' the phrase used in the January discussion.

**Item 10 Civility and Respect Project** Audrey reported that this is ongoing with some new resources including 6 HR podcasts on Effective Personnel Committee, Recruitment, Handling Grievances, Handling Disciplinary Situations, Appraisals, Sickness and Absence. Another EDM is asking the Gov. To look again at ethical standards including tougher sanctions for poor behaviour. Councils are asked to at asking their MPs to back this EDM.

Members were reminded of the FREE Civility and Respect Awareness day on Thursday 9<sup>th</sup> March at the Oakleaf Sports Centre in Newton Ayeccliffe covering conflict, mental health and in the afternoon sessions about the Gypsy, Roma and Traveller communities and the LGBTQ+ communities.

More info. from Civility and Respect Day ([cdalc.info](http://cdalc.info))

Future meeting dates were agreed as 25 May, 20 July and 23 November.

There was no other business.

The meeting ended with a 20 min presentation and video about Stanley TC's work in the local community around Northumbria in Bloom by James Harper Environmental Team Leader.

The meeting ended c.12 30.

Cllr Esther Ashby

Cllr Richard Ormerod also attended but had to leave before the speaker.

End of report

**- Report by Cllr A Doig on the most recent meeting of the Parish Council's Community and Residents Association Forum (CRAF).**

**Present:** Adam Shanley and Alan Doig (City of Durham Parish Council) Sylvia Hope and Carole Lattin (Gilesgate Residents Association), Alan Hayton and Des Ward (Whinney Hill Community Group) Roz Layton (Elvet Residents Association), Simon Priestley (Crossgate Community Partnership), David Rosser (Sheraton Park Residents Association), Mike Costello (Distressed Residents in the Viaduct Area), Kirk Leister (St. Nicholas Community Forum) and Walia Kani (Durham University Residents Forum).

**1. Welcome and apologies**

Apologies were received from Fiona Adamson (Mount Oswald) and Richard Hornby (Gilesgate Residents Association).

**2. To receive and approve as a correct record the minutes of the Forum meeting held on 18th October 2022**

The minutes of the meeting held on 18<sup>th</sup> October 2022 were unanimously **agreed** as a true and accurate record of proceedings, subject to the following addition under AOB:

*"It was suggested that an independent economic and social impact assessment of the City Centre and, particularly the impact on the traditional residential communities immediately located within the boundaries of the City of Durham Parish Council, be undertaken to establish the negative and beneficial effects Durham University and its expansion plans has upon them. This was agreed by all those present, including the Parish Clerk and the Convenor and it was also agreed that this would be presented to the Full Parish Council".*

In proposing this addition, Alan Hayton noted his disappointment that 3 months had been lost since the last meeting and this request to Building Research Environment (BRE), the company who carried out the 2012 review for the County Council, had not been made.

The Secretary advised that at present BRE had only been tasked with producing a scoping document and quotation to provide an evidence base in favour of the introduction of Additional Licensing across the City of Durham parish area.

Alan Hayton offered to draft a scoping document to provide to BRE so that they might provide a quotation for this report to be carried out.

The Forum unanimously **agreed** to request this from BRE.

### **3. Addressing ASB/ progressing the Service Level Agreement with Durham Police for enhanced policing**

The Convener highlighted that the Parish Council had been working for a number of months on this proposed SLA with Durham Police to provide an enhanced policing service for the parish area.

The Convener advised that it is looking likely that the Parish Council will agree a total fund of £50,000 towards this SLA and the enhanced policing will commence in April 2023. The Convener advised that this would fund two additional police officers (not PCSOs) for Wednesday, Friday and Saturday evenings.

As part of this SLA, Durham Police will be providing a vehicle and fuel (fully funded) and Joy Allen is also funding a Safer Streets Coordinator who will be responsible for, amongst other activities, producing reports to the Parish Council and providing feedback to residents who contact 101 / 999.

The Convener highlighted that the SLA has been shared around Forum Members and its content is set to be discussed and agreed at Full Council in January 2023.

Des Ward highlighted that the Police and Crime Commissioner's precept is also set to increase and advised that he was unhappy at having to pay twice for the same service.

Alan Hayton also expressed his unhappiness at the proposed increase in the Parish Council's precept and advised that he felt that residents are having to subsidise an ever-expanding night-time economy for students.

Alan Hayton advised that residents were expected to pay for the Safety Hub and he could see no benefit from this service.

Roz Layton highlighted her previous work as part of the Street Angels programme and advised that she had seen the hub in operation and felt that it was providing an invaluable service.

The Secretary highlighted that only 3 weeks ago the staff from the Hub had saved the lives of 2 men on Milburngate Bridge as well as other actions throughout the month.

Des Ward advised that he felt that it would be helpful to receive some monthly stats from the Hub so that residents can better appreciate the service being provided.

Simon Priestley advised that he felt that the Parish Council should be commended for having reached a point whereby the Hub had been established and residents now had the offer of two additional police officers to safeguard the public around the parish.

Mike Costello advised that he felt that the tax burden on residents had steadily increased over the last few years.

The Convener highlighted that this SLA was a 12-month trial and it would be reviewed in 2024.

Alan Hayton and Des Ward asked that monthly reports from the Safer Streets Coordinator be circulated to residents.

#### **4. Paper from the Convener on feedback on the Forum from the Whinney Hill Community Group**

The Convener thanked Alan Hayton and the Whinney Hill Community Group for their work in producing a report on the work of the Forum and how it functions.

Alan Hayton advised that he understood that the Forum would be for residents only who would set the Agenda of meetings focusing on a small number of specific issues. Alan also advised that he understood that there would be no Parish Councillor involvement in the Forum but that the Clerk of the Parish Council would act as an intermediary between CRAF and the Parish Council.

The Convener advised that the Forum would be deciding on its membership and constitution at its forthcoming AGM in April 2023.

#### **5. Dates of future meetings in April 2023 (AGM), July 2023, October 2023**

The dates of future meetings of the Forum were **agreed** as follows:

Wednesday 26<sup>th</sup> April 2023 (AGM) at 5pm.

Wednesday 26<sup>th</sup> July 2023 at 5pm.

Wednesday 25<sup>th</sup> October 2023 at 5pm.

There being no further business, the Convener thanked Forum Members for their attendance and contributions and closed the meeting.

End of report

There being no further business, the Chair thanked Members for their attendance and participation and closed the meeting.

Signed,

**Chair of the City of Durham Parish Council  
(23<sup>rd</sup> March 2023)**

## **ITEM 5: REPORT ON THE CONSERVATION AREA MANAGEMENT PLAN**

### **Executive Summary**

As Members are aware, the Parish Council is a funding partner with the County Council to support the production of the Durham City Conservation Area Management Plan (CAMP). To support this work, the Parish Council has funded the project to a cost of £10,000 to date and has agreed a further £5,000 in financial year 2023/24 for this work.

In December 2022, Rebecca Taylor was appointed as the Senior Conservation Officer to lead on this work at DCC.

The Durham City Conservation Area Management Plan project will include a review of the existing appraisal, conservation area boundary and Article 4 Direction, which was previously undertaken in 2015, prior to the adoption of the current local planning policy framework.

Following a review of the Conservation Area, new provisions, in the form of a CAMP will be produced. The purpose of the CAMP is to provide a management framework for the future conservation of the city and will include a Management and Maintenance Action Plan, which identifies the resources which will be required to maintain the upkeep of the conservation area over the long term.

A comprehensive engagement strategy has been produced which involves cross-departmental collaboration within the County Council and with key external stakeholders. Several stages of public consultation will then be undertaken for the conservation area review and the production of the CAMP.

### **Background of Durham City Conservation Area**

Durham City was originally designated as a conservation area in 1968, which covered a small area focused on the peninsula. The central area of the city is one of the most important historic cities in Great Britain and includes the Durham Cathedral and Castle World Heritage Site, which was inscribed on UNESCO's list in 1986. The conservation area boundary was significantly enlarged in 1980 to incorporate a much wider section of the city centre.

Local Authorities have a statutory duty to review conservation area designations in accordance with legislation under the Planning (Listed Building and Conservation Area Act) 1990 (As amended). The Durham City conservation area was last reviewed in 2015, and included the production of a character appraisal, this was formally approved in 2016. This included amendments to the previously designated boundary and a new Article 4 Direction. An Article 4 Direction is a legal instrument used to remove certain permitted development rights from residential properties to protect historic architectural features which positively contribute to the character and appearance of a conservation area.

Following best practice, it is considered necessary to review the conservation area boundary to reflect current planning policy, notably the adoption of the County Durham Plan, as well as the updated National Planning Policy Framework (NPPF)

and Durham City Neighbourhood Plan (DCNP) which were not in place during the previous review of the conservation area.

### **Production of Durham City CAMP**

It is a priority for the governmental advisor on national heritage, Historic England (HE), to encourage urban centres to develop CAMPs. The first CAMP developed in County Durham covered Seaham Conservation Area, with support through a lottery bid for townscape heritage funding in 2018. The production of a CAMP is also a requirement for Bishop Auckland as the legacy of the Heritage Action Zone (HAZ).

A Durham City CAMP will ensure consistency of such plans covering major conservation areas within key urban settlements across the County. On completion of the review of the conservation area the production of the CAMP will be progressed. The CAMP will be a vehicle for conserving and celebrating the unique historic character of Durham, whilst also identifying opportunities where conservation can help to deliver wider social, cultural, economic, and environmental benefits within the conservation area. The management plan is a collaborative process, and its legacy will ensure Durham will adapt and thrive in response to the challenges facing it as a 21st century historic city.

The CAMP will build on the understanding of the conservation area which is described in relevant character appraisals and establish a positive strategy for its preservation and enhancement. The CAMP will identify issues within the conservation area and provide solutions and guidance to resolve them. The CAMP will also assist with the protection and safeguarding of Durham's World Heritage Site and its setting.

The CAMP will also align with other ongoing projects in Durham city such as the Riverbanks Masterplan, Durham University Masterplan, Durham Castle and Cathedral World Heritage Site Management Plan and the Castle Walls Management Plan. It will be a formally adopted document which will be a material consideration in planning decisions, providing support for Policies 44 and 45 of the County Durham Plan.

The CAMP will form the management framework for the future conservation of the city and will include a costed Management and Maintenance Action Plan, which specifies the resources which will be required to maintain the upkeep of the conservation area over the long term. This will focus on existing cross departmental budget provisions and identify where extra resources may be required to meet aspirations, it will also provide a sound evidence base for funding bids internally, and to external sources.

To ensure that the legacy of the CAMP is successful, stakeholders within DCC and those externally will need to have agreed with the proposed policies and measures, particularly where this relates to the allocation of funding. The CAMP will have a built-in monitoring framework which will assess and record progress on a yearly basis. Therefore, ensuring relevant internal colleagues within DCC are included from the inception of the project will be key to the success of the CAMP in the longer-term.

## **Durham City Conservation Area Boundary and CAMP Consultation Process**

Following the review of the conservation area boundary, a public consultation process will be undertaken in accordance with legislative requirements. Comments received during the consultation period will be considered and any changes made accordingly.

### **Conclusion**

The review of the existing Durham City conservation area and the production of a CAMP are necessary steps towards assisting the delivery of regeneration aspirations within Durham, whilst ensuring that change is managed in a way that conserves or enhances the historic character and appearance of the Conservation Area and the Outstanding Universal Values of the Durham Castle and Cathedral World Heritage Site.

The Parish Council's Planning and Licensing Committee considers this to be a crucial piece of work to undertake and will continue to engage with officers to see the document through to its delivery.

|                              |                                                                                                                                                                            |
|------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>DECISION<br/>REQUIRED</b> | For Members to note the above report and to agree to continue to engage positively throughout the consultation process of producing this Conservation Area Management Plan |
|------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## **ITEM 5: REPORT FROM THE NORTH END ALLOTMENT ASSOCIATION AGM**

### **AGM OF NEALGA, Sunday 12<sup>th</sup> March 2023 at 11.00 am, held at 24 North Crescent, Durham.**

**1.Present:** Cllr Victoria Ashfield, Adam Shanley, Ken Bradshaw, Valerie Standen, Jasmine Hixson, Jo Davis, Val Cornish, Jane Johnson, Jacinta Taylor, Kathy Cann, Peter Atkins, Kathy Cann, Karen Bower, Nicola Duckworth and Zac Rodriguez,

**2.Apologies for absence** were received from Den and Sue Brown, Sue Drae Penny Ransom, Clare Sollis, Hugh Stewart and Cllr Liz Brown.  
The Meeting was chaired by Jasmine Hixson.

### **3.Any other business**

Val Cornish had suggested an allotment WhatsApp Group. This was discussed, there were concerns that there may be issues about privacy and manageability of the group. A new what's app group was however set up for the HODS working party, which worked very effectively.

Abby Kinchy who works for Our Soil, from the Polytechnic Institute in Troy, New York carried out a study to look at lead contamination in allotment soil. She met 5 or 6 volunteers from the allotment to carry out soil samples on 28<sup>th</sup> March 2022. The findings found there was no lead contamination.

### **4. 2022 Minutes.**

The Minutes were agreed

### **5.Durham Parish Council Report. Adam Shanley, The Parish Council Rep AGM Secretary's Report Year 2122/23**

**Tenancy Agreements.** In 2019 the County Council in line with the government policy, handed the North End Allotments over to the City of Durham Parish Council. However, the solicitors have informed the Parish Clerk that the legal work relating to the handover is not likely to take place by the land registry until October 2023. Once this is finalised new tenancy agreements will be issued from the Parish Council. The allotment management team will work closely with the P.C on this matter and will update the allotment's constitution, letterheads etc, the policies will largely remain the same as at DCC.

Adam has visited the site several times and has helped with the site inspections and follow up paperwork. The Parish Council and Cllr Victoria Ashfield and Cllr Liz Brown were very happy to provide support and funding in 2021, and were impressed with the completed work on the shelter, hedge planting and water butts.

Advice was given on other allotment sites that might help with the waiting list, Cllr Ashfield mentioned that there might possibly be some new allotments at Providence Row church yard. There was some discussion about how far people should travel to their allotment, ideally new plot holders should live within the Parish boundary.

**6. The Chairman's report.** The tree work, planned as a long-term project in 2021, was largely completed early in 2022. Plot holders with the allotments formerly over shadowed by trees on the southern and western boundaries with Flass Vale, have had a whole season to observe how the thinning and felling of,

mostly oak trees has affected light. The feedback has been positive and those areas have been more productive.

At the January working party volunteers started to lop and clear the hazel coppice. The work was completed, largely, by Dennis and his chainsaw with back up from committee members and volunteers.

Now the full effect of the plan can be seen. Plots in the south west corner of the site have benefitted from the thinning out of the hazels. It is hoped that the coppice will be managed on a regular basis, as originally intended, to provide bean poles for plot holders. There are still some logs and brash to be cleared. The Friends of Flass Vale made good of some of the poles. A path has been created at the bottom of the bank that gives easier and safer access to the corner plots. Gradually bulbs and perennials are being planted.

It has been very helpful to have the support of the Parish Council. Although the final legal handover from DCC to DCPC has not taken place, it has been reassuring it have back up from Adam Shanley and the Councillors in inspecting the plots and advising on the procedures. It is hoped the formal transfer of the site will finally take place in the autumn at which point we will need to amend the Association's constitution and the Pc will be able to issue tenancy agreements.

All the practical work, running the site, organising working parties, the heritage open days etc confirms that plot holders work very well together as a team for which the committee thank everyone. The Committee members/management team is well established over some years but it would be good to find other association members who are interested in becoming involved in the various aspects of keeping the site going.

## **7. Secretary's Report**

Life in the allotment managed to get back to normal last year after the Corona Virus pandemic. It was very pleasing that we were able to carry on working in the allotment and enjoying the spring, the warm and dry summer, the mild autumn and winter. The allotment over the past year have been busy and as a rule was generally very well-tended.

**Tree Removal.** Jasmine was thanked for all her hard work. The tree work has started to make a tremendous difference, there is now less overshadowing, more sunlight and less Oak leaf fall. The felling work was continued on the western side adjacent the equipment shelter (as part of the original tree work application). Den Brown very kindly cut down the large leaning willow tree in Jan 2023, this saved us a considerable amount of money, Den was thanked.

### **Grant funding from the Parish (Just a reminder)**

Most of the work was carried out from the grant funding from the Parish Council in 2020/21 and was completed in 2021/22, this included;

£1000 for the Equipment Shelter with Sedum roof, completed in 2021

£100 towards a skip to clean up the allotments, hired in 2021

£300 for 6 water butts located around the allotment, installed in 2021

£600 was allocated for native hedge planting on the southern, s /w and western boundary, completed in late March 2022.

Cllrs Victoria Ashfield and Cllr Liz Brown and P.C were thanked for their very generous grant, and Adam Shanley was thanked for all his hard work.

**Working Parties.** There was one working party organised in the last year, held on 22<sup>nd</sup> January 2023, 20 people attended. The following work was carried out;  
Coppicing nearly all the Hazel on the western boundary  
Pruning apple trees on Pat and John's plot  
Lopping the willow on Val's plot

Clearing brambles on Rebecca's/Val's and Nicola's plot

Installation of 6 birdboxes along the boundaries to the allotment. All who took part were thanked very much, it was very successful morning's work.

**Heritage Open Days.** The fundraiser was held on 11th September, the event was smaller this year, as there were fewer people to help, we decided not to do the raffle and guess the weight of the pumpkin. It was an enjoyable warm day with over 200 people attending and £775 was raised. The final figure was lower than last year's figure of £1136 (see breakdown in brackets) as we held a tombola for the Disaster Emergency fund for Ukraine and the Somalia.

- Tea and Cakes £394 (£396.50)
- Plants and Flowers £68 (£86.00)
- Produce, Jams and Chutneys £307 (£325.10)
- Tombola £ 220
- (Raffle £250 Pumpkin/Strimming £65)

The following were thanked: Jasmine, Val S, Jane, Den and Sue, Jo and Rob, Nicola, Alan and his wife, John and his wife, and Hugh and family. We were able to pay for the bird boxes, the humane rabbit catcher and the skip from the money raised. There may be a problem with this year's date as the HODS may clash with the Flass Vale 50th birthday celebration, to be discussed in AOB

**The Flass Vale Guided Walk.** This event was run in tandem with the Allotment Heritage Open Day, 12 people turned up, Val S and Doreen were thanked.

**Plot Holders** – Jo Anne Davis continued helping with the waiting list and was thanked. There are now approx. 30 people waiting, a 3 year wait. There have been just one change this year, Steve Martin has left his plot this month. Zac Rodriguez was welcomed.

**Inspections of the site /condition of plots.** Three site inspections were carried out last year, in March, the end of June and the beginning of October, we will continue to do that this year. The allotment plots were overall in good condition but there have been a few issues, so we have been in touch with individual plot owners where necessary and some of this is ongoing, the Parish Council has helped with this.

A few general comments should however be mentioned;

**Fruit tree heights** Some of the fruit tree and bushes have grown in height causing overshadowing and difficult growing conditions to other plots. The Tenancy Agreement (Clause 9 and 12) states that fruit trees should ideally be from dwarf stock and should grow no higher than 1.5m. We carried out some pruning of apple trees at the working party in January, we will look at pruning the other fruit trees later in the season.

**Weed Spread** Weed spread has been an issue in some of the plots with weeds and pathways merging. The Tenancy Agreement (clause 3) mentions that it is necessary to keep the plots in good condition and reasonably free from weeds. In the Autumn Newsletter we encouraged more weeding.

**Vegetation between plots** Some plots had some overgrown vegetation on plot boundaries which has made it difficult to discover the rabbit holes. At the working party some of the plot holders successfully cut down some of the vegetation, this has made access easier.

**Path Issues** A couple of paths in the far southern corner are very narrow and rather treacherous in places, we will be review this and try to find a solution.

In the spring 2022 there was some minor encroachment on pathways but this seems to have been resolved by the Committee. We will still look at original plot boundaries between plots overall and if necessary, return the grass pathways to their rightful and original size.

**Thefts** The number of thefts is smaller in number although Eric Merrion has lost another hose on the far eastern end. If you suffer from any thefts, please can you let me know, but you will also need to ring 101 or go to Durham Constabulary page and report it individually to the police

**Taps** The two sets of taps in the centre of the site were stolen in October 2021 which involved water leakage. The main water supply was cut off over that winter. More secure taps were provided with a strap wrapped round the pipes, this seems to have worked well. Ken and Den were thanked. The water has also been turned off again over the winter but will be turned on 1<sup>st</sup> April.

**Grass Cutting.** There were 4 grass cuts in 2022. We believe Mark is happy to carry on cutting the grass this year; hopefully we can have 5 cuts this spring /summer. The cost of strimming had gone up from £50 to £55 a cut.

Den Brown carried out various cuts and has the allotment strimmer, Dave and Val have also helped along the central path. Den, Dave and Val were thanked.

**Rabbits** -A humane rabbit catcher was purchased by the Committee, several rabbits were caught and released. The boundary fencing was also checked and blocked with netting. This will be ongoing.

**Bonfires**-There were very few bonfires and no complaints last year which is good news. There was some general advice sent out as there were concerns regarding the impact on adjacent neighbours, Flass Vale Nature Reserve and in general climate change. Bonfires are allowed but should be reduced in number. If you have bonfires in the future, please try to avoid burning damp wood etc to avoid creating too much smoke, take into account surrounding neighbours i.e., consider the wind direction, washing in gardens etc. Please also ensure bonfires are put out completely. We may have a large bonfire to burn some of the apple prunnings and coppiced wood, see AOB.

**Seed orders**-We placed an order for seeds from the Kings Seed Catalogue in the autumn. There was a slight delay in arrival of the potato order. The seeds are of good quality, Kings provide an excellent service, we can benefit from 7.5 % and 10 % discount for our order from being members of the National Allotment Members Society. We will be ordering again this autumn.

**Potato Day** – This was cancelled due to lack of volunteers at Durham Organic Gardening Association. It was agreed the Allotment should join the association.

**Manure** Last year's manure delivery took place in April 2022, four tractor loads were provided as there was quite a bit of interest. Mr Clark is still able to delivery but the price has gone up, it is still a bargain at £11.00 for 10, barrowloads, £22.00 for 20 barrowloads. An order will be placed in the next week, paying details are included on the bottom of the agenda.

**Butterfly Count 2021.** We did not carry out a Butterfly Count this year as part of The Big Butterfly Count between 16<sup>th</sup> July and 8<sup>th</sup> August. In 15 mins last year 2021, we reported seeing 6 different butterflies and eleven in total. Thanks to Magnus Bower. We hope to carry this again this year if anyone is interested,

**RSPB Bird Count 2023** The RSPB bird count was carried out on 28th January 9.00 -10.00, a reasonably mild day. 6 Pigeons ( 2 last year),2 Carrion Crow (3),2 Blue tit (1),3 Great Tit(1),1 Jay (0), 4 Jackdaws(0),2 Blackbirds(0), 1 Magpie (0),1 Common Gull (0)and 2 Robins (0).In total 10 different type of birds and 24 in

total, up from 4 types of bird and a total 7 birds in Jan 2022, these figures have increased due to improving weather conditions, the previous survey was carried out in gale. We would like to continue in future if anyone is interested. Adam Shanley has a contact to share the results

**Litter Pick /skip** There was a litter pick carried out directly after the AGM as part of the County Council Big Spring Clean, we collected about 10 bags. Thank you for all those who took part.

A skip was hired (funded out of the Heritage Open Day fundraiser). The skip was full up within 2 days, filled with metal sheeting, old posts, broken pots etc. There was interest in hiring another skip, possibly for green waste, this will need to be explored. There could also be an amnesty regarding compost bin lids, plastic watering cans pots etc that have flown around in recent winds.

**7.The Treasurer's report. Accounts and fundraising.** (Refer to the accounts spread sheet)

The Treasurer reported that we have managed to keep expenses and **income levels** the same. There was a decrease in our income as Heritage Open Day which raised £775 (last year £1,100), this was due to us hosting a smaller event, the raffle was replaced by a tombola and the £220 went to the DEC Emergency charity. We have earned some money through the sale of manure. We raised very little interest from our Halifax fixed term and saver account (N.B we are not a charity). The Treasurer is exploring other options and not an account in his name). Total income £2047, (last year £2522)

In terms of **expenditure**, the grass cutting increased to £55.00 per cut, the insurance has gone up to £275. Tree work was included in this year (£650). The water bill was overestimated previously. Costs for the Seeds and plants were close to the payments made. Total expenditure £2,410 (last year £1185).

Money was spent on the following projects replacement taps, skip hire, wheels for the wheel barrow, bird boxes, humane rabbit catcher, hedge planting.

## **RENT AND SUBSCRIPTIONS**

The annual subscription to The Association rose to **£20.00 this year 2022 and the rent for a half plot has risen to £7.00 and £14.00 for a full plot (£27.00 and £34 respectively) and Ken is continuing to collect the sums from members.** See previous emails for details

## **8.Election of officers.**

The members at the meeting voted unanimously to re-elect the current management team.

- Jasmine Hixson- Chairman. Please note this is the last year Jasmine will be standing.
- Nicola Duckworth- Secretary. Please note this is the last year Nicola will be standing.
- Ken Bradshaw- Treasurer, please note this is the last year Ken will be standing.
- Dennis Brown- Maintenance Officer,
- Jo Anne Davies -Waiting List Officer,
- Val Standen –Member without portfolio

If anyone would like to join the Committee in the above roles, please let us know, the existing officers are happy to help and shadow new recruits.

## **9. Any other business.**

- Penny Ransom asked for any contributions for the Facebook page and she said she is happy to continue working as the social media /Facebook contact.
- The Heritage Open Days allotment event clashes with The Friends of Flass Vale 50<sup>th</sup> Anniversary Event, this may mean some Committee members may struggle to do both. Two options can be discussed later; keep the HODS date or rearrange to have the event in July, ideally before the Summer Hols but not to clash with St Margaret's event
- The apple tree branches and hazel clippings left over after the working party may be burnt in a bonfire by Den Brown, other vegetation from other plots could be burnt then, this will be explored.
- A site meeting will need to be carried out to look at some of the narrow path issues, these paths present some Health and Safety issues.
- Coffee granules for compost bins are now being collected in a bucket near the gate, this has kindly been donated by a local bookshop
- Free compost may be available from the County Council from the Green Waste scheme, this will be explored.
- It was discussed and noted that the annual subscription to The Association will rise to **£23.00 in 2024 and the rent for a half plot has risen to £7.00 and £14.00 for a full plot (£30.00 and £37 respectively).**
- The Parish Council may be able to pay for the Allotment Insurance, Adam Shanley will explore this.
- The Parish council may be able to help with paying with VAT for future tree work, Adam Shanley will explore this. The poor condition of the boundary wall above Sue and Margaret's plot (Plot 7b) could be dealt with by the Parish Council, the Secretary and Adam Shanley to work together and will approach the wall's owner.

## **ITEM 7: PROPOSAL TO REQUEST A VOLUNTARY CONTRIBUTION TO THE PARISH COUNCIL PRECEPT FOR FINANCIAL YEAR 2023/24**

In the financial year 2019/20 a total of £7,429,000 was lost in Council tax revenue in Durham due to Class M and Class N (student) exemptions. This figure for 2020/21 has increased by £1,368,335 to £8,797,335. In addition to which £41,174 was also lost due to 'Student Disregards'.

As of 1<sup>st</sup> December 2021, there are 22,219 active students at Durham University, of these 18,276 live within DH1 of which 7,328 are in college affiliated accommodation, either owned by the University or leased from the private sector. Next year the University expects the numbers in college affiliated accommodation to rise to 7,528. There are also 965 students that reside at home and a further 434 in rented accommodation outside of DH1, all within regular commuting distance of Durham City.

There are 934 students studying away from Durham as part of their course (e.g. year abroad) and the University also has a number of students who are studying online and who do not reside in Durham, 1,610 students took that option this year up from 259 at December 2019. The University expects this to reduce post-pandemic but to support future growth in this area the University are expanding the number of dedicated online only programmes.

The University Strategy 2017-2027, which was approved by the University Council in 2016, has a target of 21,500 active students by 2027. The University student intake for 2020 and 2021 was higher than anticipated due to the unexpected shifts in the grading of A-levels and other Level 3 qualifications. The University expects to return to the overall target in the coming years as the larger intakes of 2020 and 2021 progress to graduation.

There are already some 22,219 Durham University students, well above the target of 21,500 for 2026/27. The sharp increase in student intake in 2020 and 2021 has resulted in a number of issues for the City, albeit all students have been accommodated whilst in Durham for their studies.

Residents have reported the waste in areas with high student populations has been the worst they have experienced in the City and DCC have put in extra resources to deal with these issues.

The Environment Committee met last year to discuss this issue and took the opportunity to commend the work of DCC officers dealing with these issues. Committee Members highlighted that much of the resources of the County Council are as a result of activities from the non-Council tax paying population of our parish.

The grant from Central Government to local Government to cover the loss of class N exemptions has been steadily removed since 2010 and therefore most, if not all, of the expenditure to deal with these issues is required from local authorities.

The Parish Council's Environment Committee has highlighted that a huge increase in resources is clearly required to deal with the environmental issues associated with such a high student population in a compact city centre.

In the Summer of 2022, the Environment Committee proposed that the Parish Council formally requests a voluntary contribution from local landlords towards the Parish Council's precept in order to meet this resource need. At the time, it was anticipated that any additional funding acquired from this appeal to landlords will be directed towards additional bin provision, warden and/or officer time to deal with bins and other issues.

It was also proposed that any and all contributions towards the precept will be published to promote those landlords who do contribute to the City and its well-being.

This proposal did not receive full support when presented in July 2022 and it was agreed that the decision on this should be deferred until after the Chairs of both the Environment Committee and the Business Committee had met to discuss this.

At the February Full Council meeting, it was agreed that the new Chair of the Parish Council's Business Committee and the Chair of the Parish Council's Environment Committee should meet to discuss this proposal in more detail. It was agreed that this proposal would thereafter be revisited by Full Council.

Members should be aware that the Business Committee is presently seeking to engage further with the private rental sector in the city and has recently launched a survey for landlords to respond to. It was agreed at the Business Committee meeting in November that requesting a voluntary contribution towards the precept should be removed from the survey.

Councillors R Ormerod and C Lattin met on 3<sup>rd</sup> March and agreed that this proposal should be progressed as follows:

- That any communication should not go out too soon after the most recent communication (survey) to landlords.
- That a sympathetic landlord be approached as a starting point with a view to getting the supporting this initiative by the Parish Council and encouraging others to take part.
- That any monies raised should not be for general expenditure but for a targeted purpose where landlords may see some mutual benefit, e.g. an additional Neighbourhood Warden to tackle the issue of waste directly with the tenants.

|                              |                                                                                                                                                                    |
|------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>DECISION<br/>REQUIRED</b> | For Members to decide whether to launch an appeal to local landlords for a voluntary contribution to the Parish Council's precept, as set out in the above report. |
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## **ITEM 8: PROPOSAL TO SUPPORT THE NATIONAL YOUTH MARKET COMPETITION IN DURHAM CITY 2023**

The Young Traders competition is a national annual event created by the National Market Traders Federation (NMTF) for young people aged 16-30 who have an existing business or who wish to trial an idea for a product/business in front of real customers.

There are many such 'bedroom' businesses in existence and this competition gives them the opportunity to see if it is feasible, or desirable, to take the next step and trade at a local market to increase awareness and sales potential.

Durham Markets Company has regularly held a local heat and are doing so again on May 1st but are absolutely delighted to have been asked by the NMTF executive to host the North East regional finals on Sunday 2nd July.

Traditionally, these regional finals are held at Newcastle or Stockton so it's a real honour for Durham to be asked to host the final and we want to put on a market which showcases the best of young talent in the North East at the same time as encouraging additional footfall into the City Centre on a traditionally 'quieter', creating a win-win situation.

In addition, Durham will receive some good positive national coverage with the NMTF organisation and publications, which hopefully might result in some enquires to trade in markets across the County.

This initiative is a fantastic way to encourage young people to seriously consider the merits of becoming a small independent business owner, hopefully in Durham, in a supportive environment with little to no overheads.

The 3 winners of the local heat will progress to the regional final, and then the winners from the regional final will move on to the national final in Stratford-upon-Avon.

We are looking to, first of all, get the word out to the appropriate age groups who may be interested in attending the local heat through a social media campaign – we now have 30 branded gazebos so can put on an attractive layout of stalls.

For the final, we would like to provide a great fun family atmosphere with family entertainment, live music and arts and craft activities throughout the day which will be free of charge to encourage families to come into the city centre on a Sunday.

In an ideal world, for the final, we would like to try and arrange free parking for the participating traders in the final to show Durham in the best possible light.

We anticipate the cost of providing the above to be in the region of £1850.

Members are reminded that the Parish Council has agreed a total fund of £25,000 in 2023/24 towards hosting events in the City centre and this event was specifically highlighted as one the Business Committee would like to support.

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| <b>DECISION<br/>REQUIRED</b> | For Members to agree to support this event as set out in the above report with a contribution of £1,850. |
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## **ITEM 9: UPDATE ON EVENTS PLANNING FOR THE CORONATION IN MAY 2023**

As Members are aware, the Parish Council is taking a lead locally on planning events for His Majesty the King's Coronation in May 2023.

In order to support this work, the Parish Council has established an Operation Golden Orb Working Group which is meeting regularly and includes a number of local stakeholders.

In order to finance these events, the Parish Council recently submitted a successful grant application to the National Lottery and has been awarded a grant of approximately £10,000.

It is also hoped that the local County Councillors on the Parish Council will be able to provide financial support towards these events.

Below are the notes from the most recent meeting of the Golden Orb Working Group with local stakeholders and this sets out events which are currently being organised.

A further meeting of the Golden Orb Working Group is planned for the 21<sup>st</sup> March 2023.

### **Notes from Operation Golden Orb Working Group meeting – 28<sup>th</sup> February 2023**

**In attendance:** Adam Shanley (City of Durham Parish Council), Esther Ashby (City of Durham Parish Council), David Freeman (Mayor of Durham City), Alice Wilkes (Durham Markets Company), Kevin Edworthy (DCC), Craig Morgan (Durham AAP), Hannah Shepherd (Durham University), Katie Binks (Durham University), Claire Whitelaw (Durham University), Hannah Ellis (Durham Cathedral), Andrew Parker (Durham Cathedral), and Joan Nix (Merryoaks WI).

Apologies were received from Colin Wilkes (Durham Markets Company), Claire O'Malley (Durham University) and Michael Hampel (Durham Cathedral).

#### **- Update on commonwealth themed local arts projects**

Joan Nix advised that Merryoaks WI were currently working on a knitted display for the bench opposite St. John's Church in Neville's Cross. This will have a commonwealth flags theme and will hopefully be installed on Wednesday 3<sup>rd</sup> May 2023.

#### **- Coronation Tea Dance in the Town Hall**

Adam Shanley advised that the Town Hall and Diane Ross (dance instructor) are now booked and confirmed for Thursday 4<sup>th</sup> May 2023. Adam advised that he hoped that the students of New College Durham will be able to once again provide a high tea catering as they did so successfully over the Jubilee celebrations last year. Esther Ashby asked that the event be marketed as a "Coronation Tea with dancing" and that the cost of admission for the event be carefully considered.

- **Coronation on the Big Screen event on Saturday 6<sup>th</sup> May**

Hannah Shepherd advised that the University is hoping to host the Coronation on the Big Screen event on Palace Green on Saturday 6<sup>th</sup> May so as to allow everyone in the community to come together in celebration for His Majesty's Coronation. Hannah advised that the University is looking at its plans for Community Fun Day as a guide for how this event should be run. The University's internal Coronation planning group is due to meet on Friday 3<sup>rd</sup> March to discuss this and will report back to the next meeting of this Working Group.

- **Beacon lighting ceremony on Saturday evening 6<sup>th</sup> May**

A beacon lighting event will take place on the evening of Saturday 6<sup>th</sup> May (exact time TBC). It was agreed that this event should be more of a public event with VIPs offered hospitality in the Durham Room at County Hall. David Freeman advised that the Mayor's fund may be used to fund the hospitality for the VIPs and this is being looked into by David, the Finance Officer for the Charter Trust and the Mayor's PA Victoria Richardson.

Kevin Edworthy confirmed that the in-house catering team at DCC were available for this event and could offer the option of a glass of wine plus canapés if requested.

- **Big Coronation Party in the Market Place on Sunday 7<sup>th</sup> May**

The Parish Council and Durham Markets Company are currently working together to host a Big Coronation Party in the Market Place on Sunday 7<sup>th</sup> May. This will be done on a "Bring your own Picnic" basis (as with Jubilee 2022) and will include live bands and family entertainment.

- **The Big Help Out on Monday 8<sup>th</sup>**

A number of proposals for the Big Help Out were discussed between partners with a key focus on "care in the community". These included:

- Having a presence in the Market Place to collect food for the 'Feeding Families' initiative supported St. Nic's Church and Merryoaks WI where everyone will be encouraged to donate food.
- The University is looking to promote a "Random Act of Kindness" initiative.
- The University is also hoping to arrange for a mass litter pick to take place on an "adopt a street" basis across Durham.
- Katie Binks advised that the Wear Rivers Trust may be able to host a "balsam bash" event along the Riverbanks in Durham where this is a significant issue.

- **Durham Cathedral Evensong event on Tuesday 9<sup>th</sup>**

Durham Cathedral is to host a Special Evensong event from 5:30pm on Tuesday 9<sup>th</sup> May. This will be a walk-in event only and seats will be allocated on a first come, first served basis and not by invitation.

Durham Cathedral is also going to be lit red, white and blue between the 5<sup>th</sup> and 9<sup>th</sup> May 2023.

- **Any other events/ updates**

Craig Morgan advised that Durham AAP will hopefully be able to make arrangements such that funding for Coronation events will be decided and provided earlier than the usual timescales for funding (hopefully within 20 days of the application). Craig also highlighted that each County Councillor has been allocated funding of £300 towards street parties during the Coronation.

Adam Shanley is looking into the possibility of having Coronation bunting installed up Saddler Street ahead of the weekend.

DCC may be able to explore the possibility of giving the new bus station on North Road a Coronation-themed name e.g. "King's Station".

Adam Shanley advised that he has also applied for National Lottery funding towards these events for the Coronation.

Alice Wilkes highlighted that the week leading up to the Coronation kicks off with Durham City hosting the National Youth Market Competition on 1<sup>st</sup> May 2023.

DCC has now developed a policy which means that it is now quick and easy to apply for a temporary road closure licence for a street party and to help more people enjoy the occasion, DCC has also made it free to apply. DCC recommends that residents apply for their licence no later than 7 April, (i.e. four weeks before the Coronation weekend).

To apply for a temporary road closure, or to find out about insurance, licensing, noise control and clean up after for your street party, residents should visit: <https://www.durham.gov.uk/article/22025/Apply-for-a-temporary-road-path-or-public-right-of-way-closure-for-an-event>

- The dates of future meetings for this Working Group were agreed as follows:
  - Tuesday 21<sup>st</sup> March 2023 at 11:00am
  - Tuesday 4<sup>th</sup> April 2023 at 11:00am
  - Tuesday 18<sup>th</sup> April 2023 at 11:00am
  - Tuesday 2<sup>nd</sup> May 2023 at 11:00am

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| <b>DECISION<br/>REQUIRED</b> | For Members to note the above report and to delegate all budgetary and planning responsibility for leading on these events to the Parish Clerk. |
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## **ITEM 10: DCC CONSULTATION ON COMMUNITY ENGAGEMENT THROUGH THE AREA ACTION PARTNERSHIPS**

### **Background**

An independent review of DCC's current engagement practices has made several proposals to change the way the County Council does things and better meet the needs of residents, communities, Councillors, and main partners. By community engagement DCC means the ways in which they work together on a local level to improve community life. In particular, the review looked at how community engagement can involve more people in affecting local decisions based on their needs, strengths, and ambitions.

### **Why community engagement is important**

DCC knows that communities working together to identify solutions and act is a good thing. Community engagement projects works to improve community life, social connections, and supportive relationships, and to build strong communities. Doing community engagement in the right way can help the Council to recognise, value and build on positive factors that support the wellbeing of communities and will help DCC to overcome some of the key issues our communities face.

### **What DCC does now**

Since 2009, DCC's 14 Area Action Partnerships (AAPs) have been one of the main ways for the Council to connect and engage with residents on a local level. Since their start, they have helped to fund over 10,000 community-based projects. AAPs are made up of members of the public, DCC staff (including AAP staff, senior managers, and councillors), town and parish councils, police, fire, health, housing, business, and voluntary organisations. Together they work with communities and organisations to agree local priorities and the actions required to deal with them, give funding to local organisations and check what difference that funding and support is making to the communities. They also provide a means to consult communities on service changes, provide a way of connecting local communities, DCC, and partners.

### **Why a review is needed**

Since AAPs were established, there have been a lot of changes to local and national policies, so DCC considers that it is the right time to request an independent review to see if AAPs were still fit for the purpose they were created. The proposals have been developed by independent consultants, working with AAPs and partners, over the past six months, having been appointed to carry out a review in June 2022.

### **The review**

The consultants have come up with a series of proposed changes covering:

- model
- boundaries
- funding
- community development

If these proposals are to be adopted, the consultant believes that it will have the following benefits:

- increase the effectiveness and consistency of community engagement across the county
- provide opportunities for more people to affect policy and include the opinions of all our communities
- make it clearer how local needs are identified and considered in the development of wider policies and allow for more meaningful discussion around community issues instead of being often just about funding
- community staff will be able to spend more time in communities and be more responsive to local needs

### **Proposal one: model**

The consultant has proposed that DCC improves its extensive local networks so they can:

- understand the strengths of communities better
- involve more and a wider range of people
- reply to local needs effectively
- involve partners in achieving results together

The proposals are:

- Replace AAP Boards with community networks. Meetings would be every two months, be open to all, not have a core Board membership and be chaired by a member of DCC staff. County councillors would be encouraged to attend meetings and events.
- Base DCC's community network meetings around a new theme at each meeting covering environment and climate change, the economy, community safety, health and wellbeing, and children and young people.
- Ensure staff spend less time on managing budgets so they can focus on other ways to engage with communities in addition to attending network meetings.
- Work more closely with communities by being more visible. This could include community network teams working in community centres, libraries and / or family hubs.

### **Proposal two: boundaries**

The consultant has proposed that DCC makes sure community engagement is delivered effectively across the county by reconsidering DCC's approach to size and population.

The proposal is to introduce more evenly sized geographical community network areas based on population. There are three separate boundary options to consider for this.

1. Keep the current existing geographical boundaries but split East Durham AAP into two or three community networks.
2. Make the boundaries the same as the new electoral wards (following the ongoing Boundary Commission Review) and divide into seven community networks which would be introduced following the May 2025 local election.

3. Make the boundaries the same as the 13 NHS Primary Care Network (PCN) boundaries but create 14 community networks by splitting Derwentside PCN into two areas given its large size.

### **Proposal three: funding**

The consultant has proposed that DCC makes the funding process simpler and easier to complete. This will make sure staff can spend more time working in, and with, communities.

The proposals are:

- Introduce a new fund known as the Community Chest where discretionary grants of up to £300 could be awarded by community development workers to support new and/or small-scale activity with a more straightforward and simple approval process.
- Replace the current Area Budget (a fund for local projects) with Strategic Grants which are allocated on a four-year funding period, in line with the election period. Funding proposals would be developed by co-ordinators during year one in consultation with the community network and local councillors. Approvals would be given by the County Durham Partnership at the end of year one providing projects up to three years of guaranteed funding ie from April 2026.
- Each community network will receive a set amount of funding for the Strategic Grant. Areas will then receive extra funding based on a range of factors such as population size and levels of disadvantage. A proportion of the Strategic Grant would be specifically given to economic development projects.
- In advance of the new four-year system being introduced, funding will be aimed at dealing with cost-of-living pressures.
- County councillors will be supported by community network funding in developing projects for their Neighbourhood Budgets (an allowance that county councillors can give out), so there is less need for community network coordinators and their teams to do this.
- Create a simpler approach to consider and approve county councillor's Neighbourhood Budgets especially where DCC has requests from repeat applicants and council lead projects. The need to report back to the community networks about Neighbourhood Budgets would be removed.

### **Proposal four: community development**

The consultant has proposed that DCC reviews its current staff resources to inspire and motivate a new wave of community action and engagement.

The proposal is to create a community network team with roles and responsibilities enabling community development staff to:

- build on community engagement in local areas and ensure people continue to be involved in development, changes and decisions that affect them
- support partners including residents' and voluntary community sector organisations
- help local people to develop new projects and get them up and running
- help organisations to secure funding for the first time

- identify gaps in the local voluntary and community sector
- be visible in communities and more able to react to changing priorities, especially in areas where it is needed most
- support intelligence and knowledge gathering on local priorities.
- manage the new Community Chest process
- work closely with county councillors to share local information that will help inform decision making

A full copy of the consultant's report can be found here:

<https://www.durham.gov.uk/media/41822/ERS-Community-Engagement-Review-report/pdf/ERSDurhamCommunityEngagementReview.pdf?m=638143223284270000>

The deadline for comments is 5.00pm on Sunday 23 April 2023.

The feedback from this consultation will be used to finalise proposals for DCC's community engagement function. Cabinet will review these proposals in June 2023.

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| <b>DECISION<br/>REQUIRED</b> | For Members to agree their response DCC's Community Engagement consultation as set out in the above report. |
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## **ITEM 12: REPORT BY CLLR C LATTIN ON THE MOST RECENT MEETING OF DURHAM UNIVERSITY'S COMMUNITY ENGAGEMENT TASK FORCE LIVE-ENVIRONMENT SUB-COMMITTEE.**

### **Report from the meeting held on 13<sup>th</sup> March 2023**

- 1. EDI (Equality, Diversity, Inclusion) Strategy.** This was presented by Natalie Saunders who has been working on the strategy with her team. Focussed on Respect. Classism specifically listed with racism, etc. This strategy is to be woven into all University action. Lots of talk about integrity, boldness and vision, and the university being known 'for our inclusive and respectful culture.' 65 stakeholders were consulted – all within the university. Comments were made suggesting also consulting the wider community which were accepted. Natalie is prepared to give a presentation to CODP if we wish. Walia Kani got permission to forward the presentation to 93% group (students from the 93% who went to state schools)
- 2. Capital projects:**
  - Chemistry refurb £15 million. This includes health and safety work.
  - Dawson Building roof needs repair
  - Business School to start April 2024. Swift boxes raised again by Walia who, sent link to David Loudon.
  - Collingwood recording studio funded by a private donor
  - Rowan House: work (top of science site beside the pond) on hold because of Tolent going bust
  - Hild-Bede update: 240 students on site, 250 at Ernest Place near Tesco. The university have now taken over all of Ernest Place which holds 360 beds. Some 30 or 40 students previously resident there have chosen to stay on. There will be 70 rooms for postgrads. All overseas students now have a guaranteed accommodation offer which this will help deliver. Students will continue to use the riverside site 2023 – 4 and full redevelopment of the site will take place 2024 – 5.
  - Baths and Elvet waterside. The university is still looking at options here. Some work will be carried out soon for health and safety. Essential repairs will be done to make it safe to open the Vennel. Some suggestions of potential use were made but not given much attention. The university is still 'considering options' but it sounds as if some of the external fabric will be retained because the building is an important defence against flooding.
  - On going maintenance programmes. I raised the facts that many residents have complained about the dilapidated state of many university buildings. Hannah Shepherd asked for updates to be included in the university's community newsletter and also for 'consultation and pre-engagement with the community on the Baths.' There was agreement to this.
- 3. River safety group:** A report was produced in March 2022. Three boat landing stages need work.
- 4. Cricket Club Arson:**; bins will be moved indoors

5. **Telecoms monopole:** University has done an objection and will do so again at next planning stage. There is another mast application at St Godrics.
6. **Bins along riverbanks:** I produced a 'map' showing 12 bins sited on the Maiden Castle and Racecourse side of the river and none at all on the Pelaw Wood and the playing fields side. David Loudon said that the university would discuss with DCC and potentially allow them access across their land to empty the bins. I asked whether the university could not also provide some bins, especially opposite Maiden Castle along the stretch of path past their sports fields. DL said he would consider this. They are also responsible for the Hild Bede boat house and steps and should provide a bin there.
7. **Green Space Festival** will be held at Grey 14<sup>th</sup> June 2023.
8. **Warm Spaces:** Hannah reported that although all university premises allowing public access were prepared to be welcoming to those in need of warmth, in practice it had not had much effect because of the lack of consistent information which was provided to the public. Information (dates, accessibility) will be gathered earlier for next winter.
9. **Spigot storyboard:** Nothing has happened on this site since the earlier clearing of it. At the previous meeting, the suggestion was made for the installation of a noticeboard and I asked for any developments here. DL said he would look into this.

Next meeting in May possibly Alington House as John Lowe is a trustee.