

# 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 a **MEETING** of the **ENVIRONMENT COMMITTEE** will be held in **DCC MEETING ROOM, CLAYPORT LIBRARY BUILDING. DURHAM. DH1 1WA** on **28<sup>th</sup> JANUARY 2020 AT 14:00** to transact the following business: -

- 1. APOLOGIES FOR ABSENCE**
- 2. TO RECEIVE ANY DECLARATIONS OF INTEREST FROM MEMBERS**
- 3. TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD ON 14<sup>th</sup> JANUARY 2020**
- 4. PUBLIC PARTICIPATION**
- 5. DCC AIR QUALITY PRESENTATION: QUESTIONS FOR DAVE GRIBBEN AND PROPOSALS FOR JOINT ACTION WITH DCC**
- 6. PROPOSALS FOR NEW BUS STATION ON NORTH ROAD – ENVIRONMENT CONSIDERATIONS**
- 7. TIMETABLE FOR ENVIRONMENT COMMITTEE 2020/21 WORK**
- 8. DISCUSSION OF ENVIRONMENT COMMITTEE PRIORITIES:**
  - **Consideration of Neighbourhood Warden report**
  - **Tree planting update**
  - **Setting up a new city-wide youth Environment Committee**

**7. AOB** (Please note for discussion only, not decision making)

## **8. DATES OF FUTURE MEETINGS**

### **AFTERNOONS ON (Tuesday 2pm - 3.30)**

28 Jan - CLAYPORT LIBRARY (DCC meeting room)

3 March - CLAYPORT LIBRARY (DCC meeting room)

31 March – CLAYPORT LIBRARY (DCC meeting room)

28 April – CLAYPORT LIBRARY (DCC meeting room)

**EVENINGS ON (Wednesday 5.15 - 6.45pm)**

12 Feb – CLAYPORT LIBRARY

18 March – CLAYPORT LIBRARY

15 April – CLAYPORT LIBRARY

13 May – CLAYPORT LIBRARY

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 a meeting of the Environment Committee held on 14<sup>th</sup> January 2020 in Room 1, Alington House. Durham. DH1 3ET.**

Present: Councillors V Ashfield (in the Chair), E Ashby, L Brown, J Elmer and M Ross.

Also present: Parish Clerk A Shanley.

## **1. APOLOGIES FOR ABSENCE**

Apologies received from Cllrs J Atkinson, S Cahill and D Freeman.

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

None received.

## **3. TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD ON 26<sup>th</sup> NOVEMBER 2019**

The Minutes of the meeting held on 26<sup>th</sup> November were unanimously agreed as a true and accurate record of proceedings.

## **4. PUBLIC PARTICIPATION**

None received.

## **5. UPDATE ON ENVIRONMENT COMMITTEE BUDGET FOLLOWING FINANCE COMMITTEE MEETING ON 7<sup>TH</sup> JANUARY 2020**

**The Chair reported that the following had been agreed at the Finance Committee meeting as the Environment Committee's budget for 2020/21:**

Item of potential expenditure	Cost (£)	
	Item	Sub-total
<b>PRIORITY 1: Clean and Green</b>		
Supporting Durham in Bloom + additional planting	10,000.00	
Purchase of bins for plastic only recycling	£3,000	
Neighbourhood Warden	£10,000	
Tackling pollution in the city centre (air/noise/light)	£2,000	
Allotments	£2,000	
<b>PRIORITY 2: Involving young people</b>		
Terracycle project	£1,500	
Establishing a City-wide youth Environment Committee	£5,000	
<b>PRIORITY 3: Heritage</b>		

Development of Durham heritage app	£5,000	
<b>PRIORITY 4: Business frontages</b>		
Frontage awards + Christmas event	£3,000	
<b>PRIORITY 5: Noise</b>		
Developing the Quiet Zone proposal	£2,000	
<b>PRIORITY 6: A167</b>		
Developing project from 2019-20 on domesticating the A167	£3,500	
<b>TOTAL PROVISION IN 2020-21 AGAINST PRIORITIES</b>		<b>47,000</b>

## **6. DISCUSSION OF OPTIONS FOR ORGANISATION OF ENVIRONMENT COMMITTEE MEETINGS HENCEFORWARD**

The Chair reported that the weight of the work created by the Environment Committee requires more frequent meetings. The Chair also advised that the availability of some committee members makes both daytime and evening meetings difficult. The Chair advised that she would like the Environment Committee to split its focus on "Proactive" and "Reactive" work and divide both into two separate meetings which would take place once per month, i.e. a meeting of the Environment Committee once every two weeks but with a split focus.

It was agreed that the Environment Committee should meet once every two weeks with the focus split on proactive and reactive projects. The afternoon meetings would commence at 14:00pm and the evening meetings would commence at 17:15pm.

The Clerk advised that he would circulate dates and timings of meetings up until May.

## **7. ACCREDITED LANDLORDS PROJECT**

The Chair reported on the proposed licensing scheme for landlords in County Durham.

The Chair advised that a selective licensing is a discretionary scheme for local authorities and covers privately rented properties. The Housing Act 2004 allows local housing authorities to designate areas for Selective Licensing to support the improvement of privately rented properties, providing certain conditions are met. The Chair advised that such a scheme was under consideration for County Durham with Durham City being a priority area due to the number of student HMOs in the Parish area.

The Chair advised that, in areas designated, landlords must apply for a licence if they want to rent out a property, this includes landlords who rely on lettings agents to manage their properties on their behalf. This means the council can check whether they are a "fit or proper person" to be a landlord or letting agent, as well as making other stipulations concerning management of the property and

appropriate safety measures. The stipulations are listed in the licence conditions and the conditions are at the discretion of the local authority.

Members considered the report before them and it was agreed that the following recommendations should go to Full Council in January as part of a cross-Committee approach:

- 1) Councillors are asked to express support for the County Council's intention to seek a Selective Licensing Scheme covering the whole County.
- 2) Councillors are asked to support the proposal that Durham City should be treated as a priority area for inspection and to make that case to the County Council.
- 3) Councillors are asked to agree to the Clerk requesting that the Parish Council be included in consultations on the emerging application and business plan.
- 4) Councillors are asked to set up a working group of the Parish Council to take the proposal forward on behalf of the Parish Council.

#### **8. DISCUSSION ON PROPOSED SECTION 106 APPLICATION PROJECT – ALINGTON HOUSE, RITSON HALL**

The Clerk advised that he had circulated details of a proposed section 106 project involving the refurbishment of Ritson Hall as agreed at the last Environment Committee meeting.

Following majority agreement with the proposed project, the Clerk advised that he had discussed the project with Alington House, the Planning Department at DCC and had also received quotations for a design to be made of the proposed new Hall to accompany an application for section 106 monies from the Elvet and Gilesgate Ward. The Clerk presented the report including a proposed business case from representatives of Alington House towards the project.

The Committee considered the report and felt that the business case would not be sufficient for a section 106 project.

The Committee also felt that the use of the proposed section 106 monies would not be sufficient in addressing various wider issues with the Hall.

The Committee agreed not to progress this further and the Clerk advised that he would remove this from the Agenda.

#### **9. DISCUSSION OF ENVIRONMENT COMMITTEE PRIORITIES:**

Members considered all items within the Committee report still outstanding. The Clerk advised that he and the Chair had a meeting with the Freeman on 20th January 2020 in order to progress the proposal of tree planting at the Sands.

The Clerk advised that there were to date no further updates on the proposed Quiet Zone, however work was underway at investigating how this would work if applied.

Cllr E Ashby advised that she and the Clerk had met with Jess Dunning from Durham Students Union to progress the proposal of the Good Neighbour scheme. At the meeting with Jess, Cllr E Ashby advised that it had been agreed that the PBSAs would be approached to see if they would accommodate the snow clearing equipment so that these could be accessed by the volunteer students.

Cllr E Ashby also advised that Jess and the Clerk had agreed to be the initial points of contact for reporting any areas badly effected by ice or snow.

Cllr E Ashby also reported that an informal meeting with the volunteer students was being organised to meet with them and discuss the possibility of carrying out a small competition to see which teams reacted the quickest to a "call for assistance" from the coordinator on a particular area (bus shelters and bus stops proposed) and a small prize given to the winning team.

The Clerk advised that he had purchased the equipment as agreed at the last Environment Committee meeting to facilitate the snow clearing.

On the A167 project, the Clerk advised that he had received a report from the Officer at the County Council looking into this on behalf of the Parish Council to state that she had looked at the proposals for the A167 a number of times in the last year or so and that she is unable to find any new ideas for improvement of the A167 that the parish Council could deliver on. The Clerk advised that new updates on this priority would be unlikely until a decision is made on the relief roads proposals but that he would continue to keep in dialogue with the officer on this.

The Clerk reported that the Durham City Heritage app was progressing well with the app developer the Council had selected at the last Full Parish Council meeting.

## **10. AOB**

Cllr L Brown reported that she had recently attended a meeting of the Environment and Sustainable Communities Overview and Scrutiny Committee at the County Council and wished to draw to the Committee's attention the report on air quality.

Cllr L Brown advised that the report had been considered very poorly at the Environment and Sustainable Communities Overview and Scrutiny Committee as air quality levels were still very poor despite the AQMA being introduced in 2011.

It was agreed that the Clerk should invite the officer responsible for air quality to a future Environment Committee meeting.

## **11. DATES OF FUTURE MEETINGS.**

The Clerk advised that he would circulate the agreed dates and times to the Committee.

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

Signed,

**Chair of the City of Durham Parish Council Environment Committee**

## ITEM 7: TIMETABLE FOR ENVIRONMENT COMMITTEE 2020/21 WORK

	<b>Priority</b>	<b>Agenda</b>	<b>Programme</b>	<b>Completion Dates</b>	<b>Budget £</b>
	<b>PRIORITY A: Clean and Green</b>				
1.	Supporting Durham in Bloom + additional planting	Feb / March	Liaise with DCC	June	10,000
2.	Purchase of plastic only bins	March	Liaise with DCC	May	3,000
3.	Neighbourhood Warden	Jan	Evaluate existing programme and plan continuation	On-going	10,000
4.	Tackling Pollution(air/noise/light)	Feb	Liaise with C Wilkes and others	Jan on-going	2,000
5.	Allotments	March and Sept	Work with Allotment Committee	May	2,000
6.	Tree Planting in the Parish	Jan 28 <sup>th</sup>	Work with Freemen (and others)	March / April	500 (agreed in 2019)
	<b>PRIORITY B: Involving young people</b>				
1.	Terracycle	Feb	Liaise with schools	Jan on-going	1,500
2.	Establishing a City-wide youth Environment Committee and developing activities	Jan 28 <sup>th</sup>	Liaise with schools	Jan on-going	5,000
	<b>PRIORITY C: Heritage</b>				
	Development of Fenwick Lawson app to become Durham Heritage app	April	App developer	Jan on-going	5,000
	<b>PRIORITY D: Business frontages</b>				
	Christmas frontage awards + Christmas event	September	Evaluate 2019 and plan new	December	3,000
	<b>PRIORITY E:</b>				

	<b>Anti-Social Behaviour / Noise</b>				
	Developing the Quiet Zone proposal	Feb	Depends on ASB committee progress	Jan on-going	2,000
	<b>PRIORITY F: A167</b>				
	Developing project from 2019-20 on domesticating the A167	Sept	Delayed until outcome of Examination on Public	Sept 2020	3,500
	<b>TOTAL PROVISION IN 2020-21 AGAINST PRIORITIES</b>				47,000