

# City of Durham Parish Council

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DH1 1WA

## **Join Zoom Meeting**

**<https://us02web.zoom.us/j/81690019506>**

**Meeting ID: 816 9001 9506**

Dear Councillor,

In accordance with both the Local Government Act 1972 and the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of local authority and Police and Crime Panel meetings) (England and Wales) Regulations 2020, I hereby give you notice that a meeting of the **Environment Committee** will be held in **via Zoom** on **Wednesday 29 July 2020 at 2.30pm** 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 1<sup>st</sup> JULY 2020**

### **4. PUBLIC PARTICIPATION**

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

- Update on alternative project for Durham in Bloom 2020 fund
- Update on Youth Environment Working Party
- Update on the launch of "PinPoint" ASB tool
- Proposal for mosaic under Framwelgate Bridge
- Proposal from North End Allotments Association – report attached
- Proposal for noise abatement – report attached
- Discussion on St Nicholas Church ground in Durham City

### **6. AOB (please note for information purposes only, not decision-making)**

### **7. DATES OF FUTURE MEETINGS**

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 1<sup>st</sup> July 2020 at 15:00 via Zoom.**

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

Also present: Parish Clerk A Shanley

### **1. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr S Cahill.

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

None received.

### **3. TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD ON 3<sup>rd</sup> JUNE 2020**

The minutes of the meeting held on 3<sup>rd</sup> June 2020 were unanimously agreed as a true and accurate record of proceedings.

### **4. PUBLIC PARTICIPATION**

None received.

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

Update on alternative project for Durham in Bloom 2020 fund

The Clerk reminded Members that it was agreed at the last Environment Committee meeting to allocate £1,000 towards bulb planting across the Parish area. It was also agreed to investigate the potential for green roofing of various bus shelters across the Parish. The Clerk advised that he was still awaiting a response from the relevant officer at DCC about this. In the meantime, the Committee agreed that the bus shelters which ought to be looked at for potentially green roof should be as follows:

- Shelter 27m From 96 Claypath 8m From A690
  - Shelter 11m From 193 Gilesgate 8m From Gilesgate
  - Shelter 10m From 97 Claypath 5m From Claypath
  - Shelter 71m From 18 Nevilledale Terrace 6m From A690
  - Shelter 20m From 16 The Chains 10m From Gilesgate
  - Shelter 27m From 6 Howlcroft Villas 8m From A690
  - Shelter 23m From Three Tuns, New Elvet 6m From New Elvet
  - Bus Shelter To The South Of Aykley Heads Business Centre
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- **Strategy for launching pocket ashtrays campaign**

The Clerk advised that the video had now been approved to promote the anti-cigarette-butt campaign. It was **agreed** to hold off on launching the campaign for the next few weeks as it was felt that the public were already receiving a lot of public health messages in light of the Covid-19 situation and this campaign may be diluted by this. It was **agreed** that local businesses should be contacted in the meantime to see if they wished to have some of the pocket ashtrays free of charge.

It was **agreed** that Keep Britain Tidy ought to be informed as and when the campaign is launched to see if they would be able to promote this too.

- **Update on Youth Environment Working Party**

The Chair advised that the Youth Environment Working Party had not had a chance to meet due to the ongoing Covid-19 situation. It was **agreed** that Cllr V Ashfield should contact all of the local participant schools and ask how they would feel about an October inaugural meeting.

Cllr E Ashby asked if a spring shopping trolley proposal could be considered where school children carry out planting inside shopping trolleys. Cllr V Ashfield **agreed** to put this proposal to the Youth Environment Working Party.

- **Strategy for launching "PinPoint" ASB tool**

The Clerk advised that he had put the proposal of the PinPoint ASB logging tool to the ASB sub-group meeting and this had been welcomed by different partners. It was **agreed** that a press release and a letter to all of the local Residents' Groups should go out as soon as possible to promote this tool.

- **Proposals for mosaic design under Framwelgate Bridge**

The Clerk reminded Members that he had been tasked with seeking design proposals and quotations from mosaic designers on a tree of life concept under Framwelgate Bridge. The Clerk put three proposals to the Committee which he had received from the mosaic designer. It was **agreed** that Option 1 should be the agreed mosaic design and that the Clerk should seek full costs for its creation, design and installation, etc. for a proposal to go to Full Council.

- **Environment Committee work programme**

The Chair provided a report on the Environment Committee's agreed work programme for the year ahead. The lead Councillor(s) for each of these works was **agreed** as follows:

Involving young people – Cllrs V Ashfield & M Ross

Noise and light abatement - Cllr E Ashby

167 proposal – On hold pending outcome of County Durham Plan

Clean air, Clean and Green City – Cllrs V Ashfield and J Elmer

Heritage Awareness – Cllrs L Brown, V Ashfield and J Elmer

Appearance of the City – Cllr V Ashfield

Climate Emergency – Cllrs V Ashfield and J Elmer

## **6. AOB**

The Clerk reminded Members that the Parish Council funded SLA for the enhanced Neighbourhood Warden service ought to have come up for review in June 2020. The Clerk advised that he had been chasing reports from the Neighbourhood Warden for some time so that Councillors could assess the impact of this enhanced Neighbourhood Warden service but had received no response from any of the officers involved at DCC. The Clerk and the Chair advised that they would seek a meeting at the earlier opportunity with the Neighbourhood Warden Manager.

## **7. DATES OF FUTURE MEETINGS**

The date of the next meeting was **agreed** for 29<sup>th</sup> July 2020 at 14:30pm

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

Signed,

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

## **ITEM 5: Proposal from North End Allotments Association**

Members are reminded that the Parish Council agreed a budget of £2,000 towards allotments for the financial year 2020-21. The County Council has transferred the ownership of the North End Allotments to the Parish Council following the Parish Council's agreement in February 2019.

The allotment site is currently managed by an association and is self-funding. The Chair of the Environment Committee and the Clerk have had two visits to date to the site and it is of a very good standard.

Cllr Liz Brown attended the association's AGM where the Parish Council funding was discussed. The association have recently contacted the Clerk with details of a proposal they wish to put to Councillors. The proposal includes:

1. To create a shelter approx. 2.1m high (at front) by 3.6m wide and approx. 2m deep, with the aim of providing a large enough area underneath for people to shelter if required, but it would mainly be used for storing wheelbarrows and tools. It would be constructed of wood and would have a sedum roof. The association would require funding for the materials and sedum roof. Members of the association will carry out the labour themselves.
2. To provide approx. 6 water butts and stands and rainwater goods where necessary to harness rainwater in areas where hosepipe supply is poor. The aim is to reduce water demand.
3. If there is sufficient funding left over, we would also like to provide a native mixed hedge in the area adjacent to Flass Vale, which is part of the nature reserve. The aim is to encourage birds and bees etc and added security for the allotments. The association would like to provide a hedge along the main southern boundary and plant it as part of our working parties.

If approved, the Parish Council would likely purchase this directly rather than transfer the funds directly to the association.

<b>DECISION REQUIRED</b>	For Members to approve the proposal as set out in the above report and recommend Full Council agreement of this proposal.
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## **ITEM 5: Proposal for noise abatement project**

Councillors are reminded that a budget of £2,000 towards tackling noise, air and light pollution was agreed by Full Council in January 2020 as part of the Environment Committee's budget for this financial year. In addition to this, a further £2,000 was agreed to develop a proposal for a "Quiet Zone" in Durham City.

Reports of late night noise disturbance are by far the biggest source of complaints to the Parish Council by local residents and the Environment Committee has been looking to develop proposals to tackle this issue.

Councillors will be aware that this issue is already under discussion by partners on the ASB Working Group where the Parish Council is represented by the Clerk.

As part of the Parish Council's own efforts on this, the Environment Committee has been working together with Durham Students Union on the development of the "PinPoint" ASB logging tool which is due to be launched to the public later in July. In addition, Cllr E Ashby has also been developing a proposal for additional signage with key messaging aimed at keeping noise to a minimum, respecting residents' right to an undisturbed night sleep, reminding everyone that Durham has residential as well as business and leisure areas, etc.

It is proposed that this signage be placed at key arrival points to the City for Late Night Economy customers, students, tourists, etc. Some possible locations for this include: the North Road bus station, Durham Railway Station, Durham BIDs advertising totems in Millennium Place and Elvet.

Durham BID has expressed support for this scheme and is willing to offer space for this signage in its totems on a permanent, free-of-charge basis.

Durham Railway Station has welcomed this proposal and is willing to allow the Parish Council to display this signage in the form of A boards on both platforms. LNER's Stakeholder Engagement Manager is also keen to discuss how the Railway Station can further support this proposal.

Permission has also been sought from DCC for the display of boards in the bus station. Given the forthcoming closure of the station, it may be that an alternative location is considered in future for the display of this A Board.

A local designer has also provided a quotation of £500 to create a professional design for the signage. This quote includes:

- A call with the designer to discuss messages/copy/call to action to include on the signage
- Design of three initial poster ideas to establish a look and feel (all options must include logos)
- Progression of chosen ideas into final design
- Supply all artwork in a print ready format

There would be an additional cost for the printing of signage for the A boards of approximately £50-£75.

An example of the sort of A boards proposed to be used is shown below. These boards are wind resistant, double sided and come with an anti-glare PVC poster protector. They also have 2 heavy duty wheels for ease of transportation. The cost per board is £138.00 and the dimensions are as follows:

Height: 1165mm

Width: 720mm

Depth: 580mm

Poster Size: A1



If Councillors agree to this project, it is proposed that Cllr E Ashby and the Clerk work with the designer and be delegated responsibility for choosing the designs and organising the installation of the boards, etc.

<b>DECISIONS REQUIRED</b>	<ol style="list-style-type: none"><li>1) For Members to agree to this proposal and its associated costs as set out in the above report.</li><li>2) If 1) is agreed, for Members to agree to delegate responsibility to Cllr E Ashby and the Clerk on the design and installation of this signage.</li></ol>
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