

City of Durham Parish Council

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Clayport Library
8 Millennium Place
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Join Zoom Meeting

<https://us02web.zoom.us/j/81512405314>

Meeting ID: 815 1240 5314

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 **Tuesday 29 September 2020 at 5.30pm** 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 26th AUGUST 2020

4. PUBLIC PARTICIPATION

5. DISCUSSION OF ENVIRONMENT COMMITTEE PRIORITIES:

- I. Update on agreed alternative project for Durham in Bloom 2020
- II. Update on mosaic installation under Framwelgate Bridge
- III. Update on Woodland Trust trees
- IV. Report on North End Allotments site – report included
- V. Proposal for heritage project – seven hills of Durham trail
- VI. Proposal for plastic only bins in Durham City
- VII. Update on noise abatement posters

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 26th August 2020 at 14:30pm via Zoom

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

Also present: Parish Clerk A Shanley.

1. APOLOGIES FOR ABSENCE

Apologies were received from Cllr J Elmer.

2. TO RECEIVE ANY DECLARATIONS OF INTEREST FROM MEMBERS

None received.

3. TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD ON 29th JULY 2020

The Minutes of the meeting held on 29th July were unanimously agreed as a true and accurate record of proceedings.

4. PUBLIC PARTICIPATION

None received.

5. DISCUSSION OF ENVIRONMENT COMMITTEE PRIORITIES:

I. Update on alternative project for Durham in Bloom 2020

The Clerk reminded Members that the £1,000 towards bulb planting had now been approved and the bulbs had been purchased.

The Clerk also advised that, due to concerns from DCC and the manufacturers of the bus shelters, the proposal for £9,000 towards greening bus shelter roofs is unfortunately not possible. The Clerk advised that both DCC and the manufacturers of the bus shelters expressed concern about the weight of the green roofing being too much for the standard bus shelters to cope with. DCC also expressed concern regarding dirty water dripping on bus users from the roof in the event that it rains.

As an alternative to the latter proposal, the Clerk advised that he had discussed alternatives with DCC and the Wear Rivers Trust and presented the following alternative proposal to Members:

Proposal	Delivered by	Cost	Notes
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Bulb planting across the Parish	Local Residents Groups, Parish Council, local schools, etc	£1,000	Already agreed by Full PC. List of proposed areas included in Sheet 2 in this document. Specification of bulbs to be purchased in Sheet 3.
Removal of invasive species in River Wear + possible tree planting on riverbanks in future.	Wear Rivers Trust WINNs project volunteers	£1,500	Full proposal and details of the project included in separate document.
Proposal for planting and improvement of area by North Road roundabout to replace benches and "design out" ASB.	Durham County Council	£500	Proposal comes from Neighbourhood Warden team as an alternative to benches. NB benches will hopefully be replaced with a seat for public convenience.
Enhancing the area next to North Road church, on the left where buses enter the bus station. Enhancing the area below Castle Chare, Milburngate, behind the bus stands Tree planting along the A167 northbound side, between Cock o' North roundabout and Merryoaks and also at Whitesmocks, close to the fields in both areas. Sustainable planting (i.e.	Durham County Council	£6,000 - £7,000	Durham County Council's Clean and Green team has offered this list of alternative projects which they are able to deliver in place of the bus shelter green roofing project.

roses) on road islands across the Parish, replacing seasonal bedding.			
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Members **agreed** to the proposal with two amendments:

Firstly, that the project for the Wear Rivers Trust be focused on signage, education and a smaller amount used for use of herbicides.

Secondly, that an alternative proposal for sustainable planting other than roses be agreed with DCC. The Clerk advised that he would seek an alternative from DCC.

II. Update on mosaic installation under Framwelgate Bridge

The Clerk reminded Members that their preferred design for the mosaic installation had been agreed at a previous meeting, however the Clerk advised that the company who had proposed this design were outsourcing the work on this overseas and had not responded to multiple correspondence about a full cost of the design and installation of the mosaic. The Clerk recommended that the designer based locally who had submitted the design Option 3 be contacted to see if this may be something which she may be able to deliver. This was **agreed** by Members.

Some confusion still remained over the precise location of the mosaic and Members **agreed** to confirm the exact location with the Clerk ahead of the next meeting and the Clerk **agreed** to seek associated costs.

III. Proposals for location of Woodland Trust trees

The Clerk advised that two proposed areas for the planting of the Woodland Trust trees had been put forward:

Firstly, the Friends of Flass Vale had requested all of the trees for Flass Vale.

Secondly, St Cuthbert's Hospice had requested a number of the trees on a plot of land that they manage. Cllr L Brown asked if this plot of land was actually based inside the parish boundary and the Clerk advised that he would check this.

The Clerk advised that the benefit of both of these locations is that they would have a dedicated team of volunteers to help maintain the trees.

It was **agreed** that both of these locations should receive the trees from the Woodland Trust. The offer to St Cuthbert's Hospice depending on whether the plot of land is based within the parish boundary.

IV. Update on removal of benches at the top of North Road

The Clerk advised that the benches at the top of North Road would be removed by DCC as a means of tackling and designing out ASB. The Clerk reminded Members that a proposal from the Neighbourhood Warden team to help improve this area was included in the proposals for alternatives to Durham In Bloom which had been agreed during the meeting.

V. Neighbourhood Warden SLA

Members considered the annual report on what had been achieved during the Service Level Agreement with DCC to fund an enhanced neighbourhood warden service. Members felt that this was an excellent use of parish funds and **agreed** to a proposal to Full Council that the Parish Council continues this SLA.

The Clerk reminded Members that the Parish Council would have a new Warden assigned to this SLA as the current Warden has been redeployed elsewhere in the County. This new Warden is an ex-PCSO and would be starting at the end of September. The Clerk advised that he would be seeking an introductory meeting between the new Warden and Members of the Parish Council.

VI. St. Nicholas' Church bid for Kier community project

Members considered the bid from St. Nicholas' Church for Kier's community project. This bid included making the churchyard on Providence Row a community garden space. Members **agreed** to write a letter of support for this bid.

VII. Update on noise abatement posters

Cllr E Ashby presented the draft noise abatement posters from the designer, advising that there may be some editing changes to the poster. Cllr E Ashby also advised that key stakeholders were being asked to support this poster and to include their logo in the poster.

Members felt this was a fantastic poster and thanked Cllr E Ashby for her work on this.

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

Cllr E Ashby asked if further consideration could be given to the Good Neighbour scheme. The Clerk advised that he would contact Cllr E Ashby separately on this project.

7. DATES OF FUTURE MEETINGS

The date of the next meeting was agreed for 29th September 2020.

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 Environment Committee

ITEM 5: REPORT ON NORTH END ALLOTMENTS SITE

In February 2019, the Parish Council agreed to take over ownership and management of the Allotments site on Larches Road (see image below).

Durham County Council is now in a position to formally hand over ownership of the Allotments site to the Parish Council, as required by the Local Government (Parish Councils & Parishes) Regulations 1990. This is the only allotments site currently under the ownership of DCC in our Parish and the County Council is unable by law to maintain ownership and management of the site with the existence of a Parish Council.

The site itself is based in the housing estate opposite the current County Hall HQ building, near to the Flass Vale Nature Reserve. It is currently run by an Allotment Association on a self-management basis and under this arrangement DCC receives no income from the site. All allotment tenants on the site must be members of the Association and as such currently hold a tenancy agreement between themselves individually and Durham County Council. They must also agree to the rules of the Association.

Since February 2019, the Clerk and the Chair of the Parish Council have undertaken two separate visits to the site and the site is considered very well maintained.

The County Council has sent the official transfer documentation to the Parish Council; this includes a TP-1 form, the original conveyance of the land, a map of the land and HM Land Registry documentation.

There will be a need for the Parish Council to seek legal advice on the terms of the transfer of the allotment site before signing the Transfer deed. This is in order to ensure that the interests of the Parish Council are properly protected. It is imperative that the Parish Council fully understands the scope of its responsibilities and that there are no unforeseen issues with the legal title to the land. Once the transfer has been completed, we will then need to register the legal title to the land at the Land Registry.

In view of their position in handing over the land, it wouldn't be appropriate for DCC to provide this service to the Parish Council and therefore the Clerk has sought quotations from different legal representatives to support the work on this:

Company A - £600.00 (+VAT)

Company B - £850.00 (+VAT)



**DECISIONS
REQUIRED**

- 1) For Members to agree to the proposal of contracting the services of a legal representative to act on behalf of the Parish Council on this transfer.
- 2) If 1) is agreed, for Members to select an appropriate supplier to act on behalf of the Parish Council on this transfer.