

City of Durham Parish Council

Minutes of the meeting of the City of Durham Parish Council held on Monday 27th September 2021 at 19:00 in the Lantern Room, Durham Town Hall.

Present: Councillors A Doig (Chair), L Brown, R Ormerod, V Ashfield, R Friederichsen, C Lattin, D Freeman, S Walker, G Nair, N Brown, E Ashby, E Scott and H Weston.

Also present: Parish Clerk Adam Shanley and Mr John Ashby, Mr Jonathan Lovell and Mrs Linda Lovell (members of the public).

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

Apologies were received from Councillors R Hanson and G Holland.

2. TO RECEIVE ANY DECLARATIONS OF INTEREST FROM MEMBERS

Councillors L Brown, D Freeman, R Ormerod and E Scott declared an interest in the discussions at item 5 of the Agenda relating to the de-registration of the coach park as common land and took no part in the discussions on this item.

3. APPROVAL OF THE DRAFT MINUTES OF THE COUNCIL MEETING HELD ON 22ND JULY 2021

The minutes of the meeting held on 22nd July 2021 were unanimously **agreed** as a true and accurate record of proceedings.

4. PUBLIC PARTICIPATION

None received.

5. COMMITTEE UPDATES

• Planning Committee

Cllr L Brown presented the minutes from meetings of the Parish Council's Planning Committee held on 9 July, 26 July, 6 August and 3 September 2021. There being no queries from Members, Cllr L Brown moved on to Committee reports.

Update on the application to de-register the former coach park at the Sands as common land.

In view of Cllr L Brown's declaration of interest on this item, the Parish Clerk provided an update on this.

The Clerk advised that the Council is still awaiting the verdict of the Inspector following the public inquiry into the de-registration of the former coach park as common.

The Clerk advised that a meeting between the Council's barrister, the Clerk and Chair of the Parish Council and representatives of the Freemen had taken place earlier in the week at the request of the barrister. The meeting was to discuss the possibility of submitting a further representation to the Inspectorate on the issue of the potential sale of the County Headquarters building. A number of local press articles were indicating that there is a possibility that the building may in fact be sold to a third party and that the building is no longer to be used as the new County Headquarters. A published Cabinet report also suggested this to be the case though the third party is not mentioned in this report.

The Clerk advised that the barrister had indicated that the Inspectorate ought to be made aware of this as this was materially important to the outcome of the inquiry and proposed that a follow-up letter to the Inspectorate be submitted.

The Clerk advised that both the Parish Council representatives and the Freemen representatives at this meeting had decided against submitting a further representation to the Inspectorate and had instead agreed to await the outcome of the inquiry.

The Clerk reminded Members that the point about the potential alternative use of the building had been made to the Inspector at the time of the inquiry when some of the objecting parties had sought an adjournment to the inquiry on that basis. This argument had been rejected by the Inspector at the time.

Members **agreed** that the Parish Council should await the outcome of the inquiry with no further action.

Proposal to amend the membership of the Parish Council's Planning Committee

Cllr L Brown advised that Cllr R Friederichsen has now resigned from the Parish Council's Planning Committee and, as such, there is now a need to increase the Committee's membership by 1 member.

The Clerk reminded Members that the agreed Terms of Reference for the Committee limits the total number of Councillors on the Committee to six Members.

Cllr R Ormerod proposed that Cllr S Walker fill the vacancy on the Committee and this was seconded by Cllr D Freeman

Cllr V Ashfield proposed that Cllr G Nair fill the vacancy on the Committee and this was seconded by Cllr R Friederichsen

Members voted on this and it was **agreed** by majority vote that Cllr S Walker become the additional Member on the Planning Committee.

Proposal to create a Supplementary Planning Document on tree protection

Cllr L Brown presented a proposal on a Supplementary Planning Document on tree protection. Cllr L Brown reminded Members that, in January 2021, the Parish Council committed a budget of £4,000 to delivering two SPDs – a good design guide and a tree protection SPD, which are intended to be linked to the Durham City Neighbourhood Plan.

Cllr L Brown advised that the County Council has also indicated its desire to create a design guide for the entirety of County Durham, with the intention of having this formally adopted by 2024.

Cllr L Brown reminded Members that the Parish Council had placed a lot of importance on the protection of trees in the parish and this was the Planning Committee's way of doing something to ensure that developers were obliged to replace trees which are felled as part of planning schemes.

Cllr L Brown advised that the Committee had been working with Jo-Anne Garrick, its planning consultant, on this and Jo-Anne has quoted £2,000-£3,000 for her services in helping to deliver this SPD. Cllr L Brown also advised that a Working Group – including Michael Hurlow and Sue Childs – is proposed for the delivery of these SPDs.

Members **agreed** to deliver the proposed tree protection SPD and to the creation of the Working Group, with delegated responsibility to deliver the proposed SPDs as part of the Neighbourhood Plan. Members also **agreed** to the proposed next steps as set out in Cllr Brown's report, including the contracting of Jo-Anne Garrick's services for this work.

•Environment Committee

Cllr C Lattin presented the minutes from the meeting of the Parish Council's Environment Committee held on 13 July 2021. There being no queries from Members, Cllr C Lattin moved on to Committee reports.

Report on climate action by the Parish Council

Cllr R Friederichsen presented a report on climate action by the Parish Council. Cllr R Friderichsen advised that his report follows up on previous climate change-related discussions and decisions made by the Parish Council as well as the Environment Committee and proposes a set of follow up actions. All ongoing and proposed actions flow from the Parish Council's declaration of a climate emergency PC in March 2019. In addition, this report follows up on priorities for the city identified in 'Looking Forwards'.

Cllr R Friederichsen advised that his report is divided into three chapters, each of which submits one or several suggestions for the PC to discuss and approve. Chapter 1 proposes to start developing the Terms of Reference for a dedicated role of Climate Lead to increase the PC's efficiency and effectiveness of tackling the climate emergency. Chapter 2 proposes short term actions surrounding the

COP26 climate talks. Chapter 3 suggests a tool and process to monitor the PC's path to net zero.

Cllr R Friderichsen advised that the Environment Committee nominated and proposed that authority be delegated to him to lead and coordinate COP26 and Carbon accounting-related activities as the temporary Parish Council Climate Lead. The Environment Committee committed to supporting the temporary Climate Lead in developing a Terms of Reference document for a Council-wide Climate Lead role. The Climate Lead's responsibility will be to support the Chair of the Parish Council and Committee Chairs and to help coordinate the Council's climate-related actions based on the existing division of work between Parish Council Committees and Full Council.

The Clerk advised that this Lead role would not supersede the Standing Orders of the Council and all decisions would need to be made by Council and this role does not allow the Climate Lead to make decisions on behalf of Full Council.

Members **agreed** that Cllr R Friederichsen be the Environment Committee's temporary Climate Lead, not Full Council's Lead, during the COP26 event. Members also **agreed** to delegate to the Environment Committee responsibility for the development of a Terms of Reference document for a Full Parish Council Climate Lead, to be reviewed and submitted for approval by the Parish Council in either December 2021 or January 2022.

Cllr R Friederichsen reminded Members that the 26th UN Climate Change Conference of the Parties (COP26) is taking place in Glasgow in November 2021. Cllr R Friederichsen advised that, at its last Committee meeting, the Environment Committee discussed in detail and expressed its support for marking this event with a set of activities in Durham.

Cllr R Friederichsen advised that the proposed activities are the result of prior discussions between Members of the Environment Committee with a group of key local stakeholders through the Durham Climate Co-ordination Action (DCCA) Group, chaired by Kirsty Thomas. Cllr R Friederichsen advised that, from those discussions, it is clear that DCCA is hoping that the Parish Council will contribute to marking COP26 locally and thereby showing its support for local climate activists and strong outcomes from COP26. A number of groups have already announced their intention to organise a range of activities in Durham on 6th November.

Cllr R Friederichsen proposed that the details of the Parish Council's contribution to COP26-related activities in Durham will be planned and delivered by a "Task and Finish" group for which he and Cllrs R Hanson and V Ashfield are volunteering. Cllr R Friederichsen advised that these activities are likely to include erecting a marquee / gazebo (or both) in Millennium Place and hiring an indoor venue for a more in-depth event focusing on school and University students but open to the general public.

Cllr R Friederichsen reminded Members that the Environment Committee has previously agreed a budget of £1,500 for "Climate Lobbying", £1,000 for "Encouraging Walking, Cycling & Sustainable Travel"; and £1,000 for "encouraging electric vehicles" and proposed that these budgets be allocated to this event and the Task and Finish Group is delegated the authority to plan activities within budget on behalf of the Parish Council.

The Chair advised that he had viewed the Environment Committee meeting where this was discussed and the agreed budget had been £1,500 in total for the event. Cllr V Ashfield advised that there may be elements of the event which encourage walking, cycling & sustainable travel as well as encouraging the use of electric vehicles and therefore, if agreed at this meeting, these could be spent as was originally envisaged within their agreed budgets of £1,000 each. It was agreed that £1,500 be allocated towards this event and any additional expenditure from the other budgets should be delegated to the Parish Council's Environment Committee to decide upon should these budgets be required for the event.

The Clerk stressed that he was currently working on five large events between now and Christmas and did not have capacity to be involved in the management of a further event. The Clerk also stressed that all events are required to go through a Safety Advisory Group application, include a risk assessment, budget, etc. It was unanimously **agreed** that the Task and Finish Group be given responsibility for arranging all of this.

Cllr R Friederichsen advised that the Environment Committee had also discussed in detail and agreed to propose to Full Council an identified tool to monitor the Parish Council's path to net zero greenhouse gas emissions and the production of an emissions baseline.

Cllr R Friederichsen advised that he had identified the Greenhouse Gas Accounting Tool, which has been produced by Local Partnerships, working with the LGA, to help local authorities establish their baseline greenhouse gas emissions over a single reporting year, providing focus on scope 1 and 2 emissions with some development on scope 3 data sets. A full copy of the Tool was included with the Agenda.

Cllr R Friederichsen also advised that the Environment Committee had also agreed that the Parish Council needs to develop Councillors' capacity to a) reach the Parish Council's commitment to carbon neutrality, and b) to be able to influence and lead local residents, businesses and organisations on that challenging journey. Cllr R Friderichsen advised that the Environment Committee discussed and agreed on the need for all Councillors to receive training and identified a targeted, one day "Carbon Literacy" training at the cost of between £450 and £650 as a suitable way of addressing this training need.

Members **agreed** to adopt the existing greenhouse gas Accounting Tool developed by Local Partnerships.

Members also **agreed** to task the Clerk and the Environment Committee's Climate Lead to produce a 2020 baseline of the PC's greenhouse gas emissions and a draft road map towards net zero by the end of October 2021.

Members also **agreed** that the Environment Committee's Climate Lead organises Climate Literacy training, within the specified budget, for all Parish Councillors and staff and for the training to take place as soon as feasible.

Proposal to tackle recycling contamination

Cllr V Ashfield presented a report on tackling recycling contamination. Cllr V Ashfield reminded Members that the Parish Council has made promoting recycling a key aim of the Parish Council as part of its programme of work this year. In January, Council agreed to allocate £1,000 towards this priority as part of the Environment Committee's budget.

Cllr V Ashfield advised that it was clear that this is a big issue in Durham and it is clear that a major factor in this issue is public education and awareness of these issues. Cllr V Ashfield advised that, at its last Committee meeting, the Environment Committee proposed the production of an (already designed) self-adhesive A4 poster to go on ever domestic recycling bin in the parish, advising members of the public what items can go into this bin. At present, there are circa. 8,500 residential properties within the parish (with different bins) and the logistics of arranging this would require the support of DCC's waste team. Cllr V Ashfield advised that the Parish Clerk has proposed this to the Waste Operations Manager at DCC and he has advised that he is in the process of arranging a similar public awareness project alongside the Director of Service and has committed to involve the Parish Council in this.

Cllr V Ashfield volunteered to take a lead on this project and the Council is recommended to delegate responsibility to work and liaise with DCC on this project to both the Clerk and Cllr V Ashfield. Cllr V Ashfield advised that, as part of this delegation, it may also be sensible to delegate responsibility of the budget agreed by Full Council to the Environment Committee so as to progress this as swiftly as possible.

Members **agreed** to support all efforts by DCC and the Parish Council to tackle contamination of recyclable waste, including a public awareness campaign.

Members **agreed** to delegate organisational and budgetary responsibility (within the agreed budget for this priority) to the Clerk and the Environment Committee, including Cllr V Ashfield, to lead on discussions with DCC and efforts to tackle this issue.

Cllr E Scott asked to be sent a copy of this sticker for the bins and she would be happy to propose this to her Cabinet colleague Cllr Mark Wilkes.

- **Licensing Committee**

Cllr S Walker presented the minutes from meetings of the Parish Council's Licensing Committee held on 2 July, 30 July and 6 September 2021. There were no queries from Members.

- **Business Committee**

Cllr E Scott presented the minutes from the meeting of the Parish Council's Business Committee held on 22 June 2021. There being no queries from Members, Cllr E Scott moved on to Committee reports.

Proposal to host a roundtable meeting with landlords in Durham City

Cllr E Ashby reminded Members that, in January 2021, to help the Council understand how it could best support the Durham's independent retailers' and hospitality businesses' contribution to the city's economy, the Council initiated a well-attended and productive roundtable discussion involving a wide cross section of local business managers and owners in the City.

Positive feedback from that first meeting and subsequent opportunities for partnership working suggest that, because residential property management businesses also constitute a large part of economic activity within the Parish, a roundtable meeting with representatives of that sector could be similarly beneficial.

Cllr E Ashby advised that having a clearer understanding of the drivers of, and constraints upon, the workings of this part of the local business community would be very helpful when proposals come before the Council's various committees. In addition, the hope would be that consequent ongoing contacts with both residential agents and private landlords would be helpful to the businesses themselves and, potentially, other Parish stakeholders as well.

Cllr E Ashby advised that the aim is to build a participative and positive approach by all parties to understanding and managing the factors influencing the residential property market in the Parish.

Cllr E Ashby also presented a proposed Agenda for such a meeting and suggested that this meeting could take place in the new year. Members **agreed** to the Business Committee hosting a roundtable discussion with private landlords in Durham in the new year, as set out in the report provided.

- **Personnel Committee**

Cllr E Scott presented the minutes from the meeting of the Parish Council's Personnel Committee held on 11 March 2021. There being no queries from Members, Cllr E Scott moved on to Committee reports.

Proposed new job specification for Assistant to the Parish Clerk role

Cllr E Scott reminded Members that the Parish Council has been recruiting for a new Assistant Parish Clerk since the resignation of the former Assistant Clerk earlier this year.

Cllr E Scott advised that a job description was agreed at Full Council in July 2021 for this role and, as per the agreement taken at Full Council, the requirement of previous experience within the Parish/ Town Council sector was removed from the job description, with the hope that this would attract a wider range of candidates for this position.

Cllr E Scott advised that the salary scale applied to this role followed specialist HR advice based on the job description agreed by the Council.

Cllr E Scott advised that the role has been advertised on the Parish Council's website, DCC's intranet, the North East Jobs website and CDALC's website as well as their weekly bulletin. The closing date for applications was 27th August 2021 and, to date, 3 applications have been received for this role.

Cllr E Scott advised that the Personnel Committee Members have reviewed each application and agreed that none of the applications are suitable for this role. Cllr E Scott advised that the job description had therefore been amended as set out in the report provided and proposed that Members agree to this.

Cllr E Ashby expressed concerns that this role seemed to be attached solely to the Environment Committee, when there is a lot of other work happening across Council with other Committees too. Cllr E Ashby asked that the job description be amended including amending the job title to "Community Engagement Officer". Cllr E Ashby also expressed concern that the job description proposed may attract a higher salary than envisaged.

It was **agreed** that the Clerk should amend the job description and that this be put back to the Personnel Committee for approval, with further advice on salary being sought from DCC's HR team.

6. CHAIR'S UPDATE

The Chair provided a verbal update on matters arising since the Full Parish Council meeting on 22nd July 2021.

The Chair asked Members, in order to assist the efficient conduct of business if they could make the Clerk aware that they propose to attend a meeting of a Committee they do not sit on and also advise, where relevant, any item(s) they may wish to contribute to.

The Chair reminded Members about the ongoing discussions relating to ASB and advised that he and John Ashby, in his role on DURF, would be meeting soon to look into this with partners.

The Chair asked Members to be aware that the Clerk will be out of the office from Wednesday this week until Monday next week.

The Chair expressed his delight that the Parish Council had been successful in its grant of £20,000 towards the restoration of the Neville's Cross – a very important part of our parish's heritage – this has taken a number of months' worth of work and we will be hosting a commemorative walk in October to mark the 875th Anniversary of the Battle of Neville's Cross. The Chair advised that the Clerk will be sending out further details of this in due course.

The Chair advised that planning is well underway for the Remembrance Sunday event and the Parish Council looks forward to hosting this once again this year. The Chair reminded Members that a fundraising dinner for the parade will be taking place on 9th October at the Gilesgate TA centre, hosted by Arthur Lockyear, all Members have received information about this event and are invited to attend.

The Chair advised that the Parish Council was very concerned earlier this month to see the fire which took place at Milburngate. The Chair advised that he was pleased that nobody was fatally hurt in this fire. The Parish Council understands that a review by the Health and Safety Executive is being undertaken and he has asked the Clerk to ensure that the Parish Council is informed of the outcome of that review. A gas explosion has been ruled out as the cause of the event as was originally being reported.

The Chair advised that a royal visit from the Duke of Gloucester is to take place tomorrow for the opening of Milburngate.

The Chair advised that work on the restoration of the Ruth First mural is almost complete and the restored mural will be ready in mid-October. After which the Parish Council hopes to host an official opening event. This was again another successful Section 106 project from the Parish Council and the Chair advised that he is looking forward to seeing that unveiled.

The Chair reminded Members that the Parish Council has agreed to meet later this year to carry out a review of the Parish Council's strategy. The Chair advised that he is hoping that this can take place in November – well in time for the Parish Council's budget setting process over December/ January.

The Chair advised that Christmas is nearly upon us and he is delighted the Parish Council will be working with the new BID manager and others on events, not least events over Christmas which bring a real vibrancy to the City as well as the benefit to City centre businesses. The Chair advised that he understands that a meeting with relevant stakeholders is to take place next week about Christmas.

The Chair reminded Councillors that this week is Welcome and Orientation Week (formerly Freshers' Week) and the Parish Council has worked non-stop over the last few weeks to launch the Shhh campaign – a really huge logistics exercise all round – the Chair particularly thanked Cllrs Ashby, Ashfield and Lattin as well as the Neighbourhood Warden team for their support in working with the Clerk to get signage, beer mats and more out across the City; including businesses, University colleges, PBSAs and other parts of the City.

The Chair advised that a review has been undertaken with regards the future of the DLI Museum – the Chair advised that he understands that a decision on what the future use of that building will be, will be debated and decided at this week's

Cabinet meeting at DCC. The Chair advised that he looked forward to DCC engaging with the Parish Council on this matter.

7. OUTCOME OF THE PARISH COUNCIL EXTERNAL AUDIT FOR 2020/21

The Clerk reminded Members that, each year, the Parish Council undergoes two sets of audits - one internal audit and one external audit. These audits are a legal requirement which assess the Parish Council's policies, standing orders, financial regulations, VAT returns, cashbook, bank statements, minutes, website and more to ensure good governance and compliance.

The Clerk reminded Members that, earlier this year, the Internal Auditor carried out a review of the Parish Council's workings and provided a positive report, as provided to Members.

The Clerk advised that Mazars LLP have now completed their external audit for the year ended 31 March 2021 and have certified the Annual Governance and Accountability Return. No issues – including any minor issues – have been identified in the external audit review. As such, the Accounts and Audit (England) Regulations 2015 set out what the Parish Council must do at the conclusion of this audit.

The Clerk advised that the Parish Council is required to publish a statement:

- that the audit has been concluded and that the statement of accounts has been published;
- of the rights of inspection conferred on local government electors by section 25 of the Local Audit and Accountability Act 2014; and
- the address at which, and the hours during which, those rights may be exercised.
- Keep copies of the Annual Governance and Accountability Return for purchase by any person on payment of a reasonable sum.
- Ensure that the Annual Governance and Accountability Return remains available for public access for a period of not less than five years beginning with the date on which the Annual Governance and Accountability Return was first published.

In noting the outcome of this audit, Members also thanked the Parish Clerk for his exceptional work over the last year.

8. MOTION BY CLLR R ORMEROD ON SUPPORTING REFUGEES AND ASYLUM SEEKERS

Members unanimously **agreed** the following motion by Cllr R Ormerod:

"This council notes with sadness and concern the events taking place in Afghanistan in recent weeks.

This council commends Durham County Council on agreeing to be part of the Government funded ARAP (Afghanistan Relocation and Assistance Programme)

which is targeted at those Afghan nationals that have supported the British mission in the region and notes that families have now started to arrive into County Durham as part of this scheme.

If and when refugees are located in the City of Durham Parish Council area, this council agrees to do all it can to help the families settle into their new homes, and come to terms with the significant life changing events they have gone through.

This council supports Durham City of Sanctuary in its efforts supporting both newly located as well as settled refugees and asylum seekers across the county as they integrate into living in Durham."

Proposer: Cllr R Ormerod

Seconder: Cllr R Friderichsen

9. MOTION BY CLLR E ASHBY ON WELCOMING NEW STUDENTS TO DURHAM CITY

Members unanimously **agreed** the following motion by Cllr E Ashby:

"This Council forthwith issues a public statement [by live media if possible] welcoming both returning and new students to the city at the start of this new term and offering a warm invitation to join with their neighbours and other residents in working together to enhance Durham's reputation as 'the best place to live, work and study'".

Proposer: Cllr E Ashby

Seconder: Cllr V Ashfield

In agreeing this motion, it was also **agreed** that Cllrs C Lattin and G Nair should be part of producing a welcome video to all new and returning students to Durham.

10. SECTION 106 CONSULTATION – ARTICHOKE TRUST APPLICATION

Members considered the full application from Artichoke on the use of public art funding for the "lampounette" art piece. Having initially supported this, a number of queries were raised and have not been answered to the Council's satisfaction. Furthermore, Cllr E Scott advised that the position of the piece had now changed to be located at the front of the County Headquarters building.

Cllr E Scott reminded Members that condition 24 of the planning permission for the new County HQ building requires the County Council to provide, within 6 months of the commencement of development, details of a scheme of public art. The condition goes on to state that such a scheme must be implemented prior to the first occupation of the building.

Cllr E Scott and other Members expressed concerns about the legal implications associated with the use of Section 106 funding from another development within the Elvet and Gilesgate division, in order for the County Council to discharge a planning condition on its own application.

It was **agreed** that the Parish Council should withdraw its support for this application and the Clerk should write further to DCC to advise this.

11. REPORT FROM PARISH COUNCIL REPRESENTATIVES ON LOCAL ORGANISATIONS

Cllr C Lattin provided the following report to the Council on the latest meeting of Durham University's Community Engagement Lived Environment Sub-group:

Report of meeting on Monday, 6th September 2021

Chaired by: David Loudon.

Also present: Matthew Wright, John Lowe, John Ashby, Rebecca Eves, Trudy Smith, Yvonne Flynn, Jonah Graham (student rep) Chris Hindmarsh, Carole Lattin (CODP).

1. No meetings have taken place for over a year
2. The terms of reference were reviewed and approved
3. The Estates masterplan update for 2021 – 2022 was presented. It was reported that the university is currently 1,478 students over capacity because of inflated grades awarded over the summer. The university is compelled to take all students meeting entry requirements. Grants of £5,000 are being offered to those students willing to defer and those still intent on coming are being housed in PBSAs. The current estimate is 1,000 over capacity.
4. The university is currently reviewing its target of 50% of 2027 students living in college accommodation. Four to six new colleges will be built over the lifetime of the strategy.
5. Several PBSAs have entered into a management plan with Durham Colleges whereby they come under the aegis of a college and its principal. A full list of these is not yet available nor was there any indication of the criteria applied in selection. There are many new and proposed private PBSAs who are not subject to any university involvement.
6. Concern was expressed about housing standards in the private sector. It is agreed that housing standards and housing in general is an area of mutual interest to all members Efforts are underway to secure a tenants' agreement and to implement a Sheffield type of landlord agreement which would impose a compulsion for better standards, safety etc and effectively license properties. The Student Union has established a Tenants' Union.
7. DU is looking for improved community outcomes. For example, they will impose on their contractors a requirement to use local apprentices and SMEs in the locality where feasible. Student facilities are to be more open to community use and an Open Day will be arranged to display what is available especially in the new Maths and Computing facility. They guarantee a community consultation and input into the design of buildings.
8. The university is aware of residents' concerns around use of the city's infrastructure. The university has a goal to improve the environmental sustainability and ease of travel around University estate and city locations.

9. DU will ensure a safe campus environment. Ventilation in its buildings is underway.

End of report

**12. DISCUSSION ON POTENTIAL USES OF SECTION 106 FUNDING
WITHIN THE CITY OF DURHAM PARISH AREA**

The Chair closed the meeting at this stage so as to allow roundtable discussions between Councillors to take place in an informal setting with no formal decisions taking place.

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

Signed,

A handwritten signature in black ink, consisting of a stylized initial 'A' followed by a surname, with a long horizontal line underneath.

**Chair of the City of Durham Parish Council
(28th October 2021)**