**NEVILLES CROSS COMMUNITY ASSOCIATION [NXCA]**

**AGM [A] and ORDINARY MEETING [B]**

**FRIDAY 1ST MARCH 2019;**

**6pm, UPPER ROOM, CHURCH HALL, ST JOHNS CHURCH**

**AGENDA**

* **CHAIR’S WELCOME, APOLOGIES, MINUTES OF 31ST OCTOBER 2018 MEETING, MATTERS ARISING and CHAIR’S ACTIONS**

**A: AGM MATTERS**

* **MEMBERSHIP AND MEETINGS**
* **ELECTION OR APPOINTMENT/REAPPOINTMENT OF NXCA TRUSTEES**
* **ELECTION OR APPOINTMENT/REAPPOINTMENT OF NXCA OFFICERS**
* **ACCOUNTS**
* **AOB relevant to the AGM**

**ORDINARY MEETING MATTERS**

* **SHERATON PARK/USTINOV COLLEGE MANAGEMENT COMMITTEE**
* **DURF (DURHAM UNIVERSITY and RESIDENTS FORUM)**
* **COMMUNITY CENTRE**
* **PLANNING SUBGROUP and RESPONSE TO NPF PLAN and the DCC PRE-CONSULTATION PLAN ON SNIPERLEY PARK HOUSING, THE WESTERN RELIEF ROAD and STUDENT ACCOMMODATION REGULATIONS.**
* **TELECOMS MAST**
* **REPORTS FROM COUNCILLORS**
* **AOB relevant to the OM**

**AGENDA**

1. **CHAIR’S WELCOME, APOLOGIES, MINUTES OF 31ST OCTOBER 2018 MEETING, MATTERS ARISING and CHAIR’S ACTIONS**

**TO RECEIVE**

1. Chair’s opening comments
2. Apologies for absence
3. AGMs and the NXCA Constitution (**ATTACHED: A**).

**TO APPROVE**

Minutes of the meeting held on 30th October 2018 (**PREVIOUSLY CIRCULATED - ATTACHED: B**).

**TO NOTE**

Any matters arising from the Minutes not already on the agenda.

**A: AGM**

1. **MEMBERSHIP AND MEETINGS**

**TO NOTE**

1. That the NXCA has over 170 email names/addresses and will be added with some further 50 names from the former Merryoaks Community Association to be added (all of whom are now Lowes Barn Community Project (LBCP) members).
2. That an NXCA website is being developed.
3. That, after contacting Kath Shanks of Cross Quarterly (CQ), the Trustees have decided to fix provisional dates for meetings to allow for these to be advertised in CQ and for a summary of the minutes/issues for communication through CQ to be drafted in time for the copy deadline. The proposed dates are as follows:

Tuesday 25th June 2019 (OM; CQ copy deadline 12th Aug for Sept issue)

Tuesday 22nd October 2019 (OM; CQ copy deadline 11th Nov for Dec issue)

Tuesday 21st January 2020 (OM and AGM)

1. **ELECTION OR APPOINTMENT/REAPPOINTMENT OF NXCA TRUSTEES**

**TO NOTE**

That Mandeep Smith had resigned as a Trustee.

That Louise Hudspith and Tony Cleaver had been appointed Trustees in 2018.

**TO CONSIDER**

The election and re-election of current Trustees who have indicated their agreement to serve for a further period of one year from this meeting as follows:

Liz Brown, Jennifer Thomson, Alan Doig, Paul Rowe, Andrew Haysey, Louise Hudspith, Tony Cleaver, and Stephen Ashfield.

1. **ELECTION OR APPOINTMENT/REAPPOINTMENT OF NXCA OFFICERS**

**TO CONSIDER**

1. The election of current Officers who have indicated their agreement to serve for a further period of one year from this meeting as follows:

Jennifer Thomson (Chair), Paul Rowe (Treasurer).

1. The appointment of Tony Cleaver as Secretary (with Alan Doig providing assistance for 2019).
2. **ACCOUNTS**

**TO NOTE**

That the NXCA accounts for 2017-18 are still under preparation but that a summary of the Xmas Festival activities and costs are attached (**ATTACHED: C)**.

1. **AOB (**relevant to the AGM)

**B: ORDINARY MEETING**

1. **SHERATON PARK/USTINOV COLLEGE MANAGEMENT COMMITTEE**

**TO NOTE**

A report from Andrew Haysey, the NXCA representative on the Management Committee, on the Autumn Term meeting at which there were no issues to report and all the arrangements in place appeared to be working (the contact email and telephone number are as follows: non-urgent issues, ustinov.community@durham.ac.uk and reporting of immediate concerns of nuisance: Sheraton Park Reception: 0191 3345470).

**TO RECEIVE**

A report from Alan Doig from the Spring Term meeting being held on 27 February 2019.

**DURF (DURHAM UNIVERSITY and RESIDENTS FORUM)**

**TO RECEIVE**

A report from Alan Doig, the NXCA representative on DURF, on its meeting 7th December 2018 (**ATTACHED: D**).

1. **COMMUNITY CENTRE**

**TO RECEIVE**

1. A report on progress (previously circulated to members;
2. A request for volunteers with particular expertise, whether in finance or design or planning, to support the development of the community centre.

1. **PLANNING SUBGROUP and RESPONSE TO NPF PLAN and the DCC PRE-CONSULTATION PLAN ON SNIPERLEY PARK HOUSING, THE WESTERN RELIEF ROAD and STUDENT ACCOMMODATION REGULATIONS.**

**TO RECEIVE and APPROVE**

The Planning Sub-group’s report (**ATTACHED E**).

1. **TELECOMS MAST**

**TO NOTE**

That WHP Telecoms have been informed that the time limit for the temporary mast at the bottom of Nevilles Cross Bank is coming to an end on 6 February 2019 and that the Council will be taking formal action for its removal by this date. The company are proposing 2 sites, one by the Duke of Wellington and one along the A167 towards the traffic lights.

1. **REPORTS FROM COUNCILLORS**

**TO RECEIVE**

1. Reports from NX Councillors.
2. Reports from County Councillors.
3. **AOB** (relevant to the OM)

**ATTACHED: A**

**NEVILLES CROSS COMMUNITY ASSOCIATION CONSTITUTION**

**1. NAME**

The charity’s name is the Nevilles Cross Community Association [NXCA].

**2. THE PURPOSES OF THE CHARITY**

**2.1 Purposes**

* To promote the conservation and improvement of the physical and natural environment of Nevilles Cross and the neighbourhood in Durham City (reflecting the Nevilles Cross Ward and hereinafter called the 'area of benefit').
* To coordinate with other groups in the area and communicate with residents to promote the mutual benefit of the area
* To promote the establishment, continuation, and improvement of a range of local amenities within the area of benefit.
* To act collectively on issues, such as planning developments, which have impact on the area with particular reference to the work and activities of other voluntary associations and organisations in the same area of benefit).
* To encourage the participation of the inhabitants of the area of benefit in community activities in order to build, run and maintain a strong, safe, healthy, and balanced community.

**2.2 Status**

The charity shall be non-party in politics and non-sectarian in religion.

**3. TRUSTEES**

**3.1 Number of Trustees**

(1) The charity shall be managed by a committee of between3 and 11 Trustees who are elected at the Annual General Meeting (AGM) of the charity for a period of 12 months from the date of the AGM. Trustees must be members of the NXCA.

(2) Trustees must put themselves forward at the next AGM for re-election.

**3.2 Role of Trustees**

In order to carry out the charitable purposes, the Trustees have the power to:

(1) raise funds, receive grants and donations

(2) apply funds to carry out the work of the charity

(3) co-operate with, support and enter activities of mutual benefit with other residents’ groups and charities with similar purposes

 (4) do anything which is lawful and necessary to achieve the purposes

**3.3 Trustee Meetings**

(1) Trustees must hold at least 3 meetings each year. At their first meeting after the

AGM they will elect a chair, treasurer and secretary. Trustees may act by majority

decision.

(2) At least 3 Trustees must be present at the meeting to be able to take decisions.

Minutes shall be kept for every meeting.

(3) If Trustees have a conflict of interest they must declare it and leave the meeting

while this matter is being discussed or decided.

(4) Trustees at a meeting may agree to co-opt additional trustees, whether or not they are members of the NXCA, up to 3 in number to further support the purposes of the charity, on the proviso that such co-option is reported to and approved by the next OM or AGM and will be for a period of up to 12 months only from the time of approval or to the next 12 AGM, whichever is the sooner. Co-opted trustees who are also members of the NXCA may also stand for election at the next AGM.

 (5) The Trustees may make reasonable additional rules to help run the charity. These rules must not conflict with this constitution or the law. These should be notified to members as soon as possible after a meeting of Trustees.

(6) Meetings of Trustees are normally open to members.

**3.4 Trustees and Accounts**

At least 3 of the Trustees will act as joint signatories on the NXCA account

**4. MONEY AND PROPERTY**

**4.1 Use**

Money and property must only be used for the charity’s purposes.

**4.2 Role of Trustees**

(1) Trustees must keep accounts. The most recent annual accounts can be seen by

anybody on request.

(2) Trustees cannot receive any money or property from the charity, except to refund reasonable out of pocket expenses.

(3) Money must be held in the charity’s bank account.

(4) The Trustees will designate three of their number with the right to sign cheques. This can be changed at any time during the year at a formal meeting of the NXCA (OM, AGM or SGM).

**5. MEMBERSHIP**

**5.1 Membership Criteria**

The charity shall have a membership. People who support the work of the charity and are aged 18 or over, can apply to the Trustees to become a member. Once approved by the Trustees, membership lasts for 3 years and may be renewed. The Trustees will keep an up-to-date membership list.

**5.2 Removal of Membership**

The Trustees may remove a person’s membership if they believe it is in the best interests of the charity. The member has the right to be heard by the Trustees before the decision is made and can be accompanied by a friend or a nominated member of the NXCA if they so wish.

**6. ORDINARY MEETINGS [OM]**

**6.1 Ordinary Meetings Requirements**

(1) Trustees shall call at least 3 OMs per year to consult the members about any matter set out in clause 2 (purposes of the charity).

(2) Decisions at OMs shall be by simple majority and each member present shall have one vote.

(3) The quorum for an OM is 8 members, including Trustees.

(4) Members may approve any co-opted Trustee.

**7. ANNUAL GENERAL MEETING [AGM]**

**7.1 AGM Formal Requirements**

(1) The AGM must be held every year, with 14 days’ notice given to all members telling them what is on the agenda. Minutes must be kept of the AGM.

(2) There must be at least 8members, including Trustees, present at the AGM.

(3) Every member has one vote.

(4) The Trustees shall present the annual report and accounts.

(5) Members may consider changes to the constitution.

(6) Any member may stand for election as a Trustee.

(7) Members shall elect between 3 and 11 Trustees to serve for the next year. They will retire at the next AGM but may stand for re-election.

(8) Members may approve any co-opted Trustee.

**8. SPECIAL GENERAL MEETINGS [SGM]**

**8.1 Grounds for a SGM**

(1)If the Trustees consider it is necessary to change the constitution, or wind up the charity, they must call a SGM so that the membership can make the decision.

(2)Trustees must also call a SGM if they receive a written request from one third of the members. All members must be given 14 days’ notice and told the reason for the meeting. There must be at least **eight** members present at the SGM. All decisions require a two thirds majority. Minutes must be kept.

**8.2 Formal Consequences from a SGM**

(1) **Winding up -** any money or property remaining after payment of debts must be

given to a charity with purposes similar to 2.1 above.

(2) **Changes to the Constitution -** can be made at AGMs or SGM. No change can be made that would make the organisation no longer a charity.

**ATTACHED B:**

**NEVILLES CROSS COMMUNITY ASSOCIATION [NXCA]**

**ORDINARY MEETING; 30th OCTOBER 2018, 7PM, ST JOHNS CHURCH CHURCH HALL**

**MINUTES**

**Present:** L Brown (Acting Chair), J Thompson (Chair), A Doig (Secretary), P Rowe (Treasurer), A Haysey, M Smith, S Ashfield (Trustees), A Lockhart, T Pitts, J Collinson, S Collinson, B Gadd, T Cleaver, D Rowley-Conwy, M Madariaca, M Monedezu, S Shaw, J Meredith, L Szablewski, B Whitton, P Jackson

**Apologies for absence:** S Rundle (SPRA), L Hudspith

**Local Councillors:** E Ashby, E Scott, J Elmer, E Brown, A Doig

**By invitation:** H Shepherd (Durham University Community Liaison Officer), E Archer (Duresme Court Senior Property Manager)

1. **CHAIR’S WELCOME, MINUTES OF 19TH JUNE 2018 MEETING, MATTERS ARISING and CHAIR’S ACTIONS**

**NOTED**

1. that there were no matters arising and no chairs actions, other than items on the agenda, relating to the Minutes of the meeting held on 19th June;
2. that Jonathan Elmer was missed from the list of those attending the June meeting.
3. **STUDENTS: DURHAM UNIVERSITY COMMUNITY LIAISON OFFICER AND DURESME COURT STAFF**

**RECEIVED**

1. A short presentation from Hannah Shepherd, Durham University’s Liaison Officer, on her role, the work of the Durham University and Residents Forum (DURF), the Durham University Community Engagement Taskforce (for whose subgroups residents were invited to join), the campaign over student noise and Kepier Court within the wider 11-7 quiet time campaign, and the work concerning contact with other PBSAs.
2. A short presentation from Emma Archer, Senior Property Manager, Duresme Court, on the student profile (244 in residence with an average age of 26/27, primarily from overseas and primarily Chinese, many of whom are attached to Ustinov College). There were currently no issues with the school or residents and, as a company, Wearehomesforstudents goes through an accreditation process for its procedures, health and safety, etc.,

**NOTED**

1. The issue concerning the rise in fees for university accommodation and the implications for increased demand for private sector (HMO) accommodation;
2. The issue of litter around Duresme Court and the need for notices, and the issue of lighting in the public areas for which timers are needed.

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1. **TRUSTEES**

**NOTED**

That Clare Galland has resigned as a Trustee because of pressure of commitments

That the NXCA would welcome further involvement of members in a number of roles that reflects its growing range of activities and responsibilities, including: a deputy chair, a membership secretary and at least one more Trustee.

**AGREED**

1. That Louise Hudspith and Tony Cleaver be appointed as a Trustee from 1 November 2018;
2. That W Greeves be invited to join the Trustees because of his expertise on organising groups and events.
3. **PROCUREMENT POLICY/CHILD PROTECTION POLICY**

**APPROVED**

The NXCA procurement policy (see Annex A)

**AGREED**

1. That the NXCA draft a child protection/safeguarding policy;
2. That the secretary and Stephen Ashfield draft the policy;
3. That Stephen Ashfield be nominated as the Trustee responsible for the policy.

1. **NXCA FINANCES**

**RECEIVED**

A report on funding received from the Co Durham Community Foundation and Big Lottery Fund - £2,000 and £10,000 – against which expenditure was being committed but that, to date, no other activity had taken place on the account although the use of online banking was being explored.

1. **NXCA XMAS FESTIVAL AND OTHER EVENTS**

**RECEIVED**

A report on proposed activities/events associated with the Co Durham Community Foundation and Big Lottery Fund funding as follows:

1. The Neville's Cross Christmas festival to be held on Friday 30th November [proposed as an annual event designed to: Improve cohesion across the communities within NX; Combat Isolation by creating new social groups; Bring the NXCA to a wider audience; Be a fun and attractive event; Purchase capital equipment for community group/school use – see [www.nxchristmasfestival.weebly.com](http://www.nxchristmasfestival.weebly.com/)];
2. World Kitchen Club Trip to Guided Tour to China town - Minibus hire; Rotary club mini bus hire 2018 for OAP Xmas party; Chinese New Year festival; Community Advent calendar and NX Artists network 2018.
3. **PARISH COUNCIL**

**RECEIVED**

A report on the meeting of the Council held on 25th October, including its discussion on a skateboard park, railway tree cutting, the Neighbourhood Plan and the proposed DCC HQ application.

**AGREED**

Andrew Haysey be appointed to the Parish Council Environment Committee group on the calming of the A167 between Sniperley roundabout and the Cock of the North.

1. **DURHAM UNIVERSITY AND RESIDENTS FORUM (DURF)**

**RECEIVED**

A report on the meeting of the Forum held on 27th September, including the university’s 11-7 quiet time campaign, the Livers Out leaflet, the additional police officer dealing with the university, and the development of disciplinary procedures to address non-academic behaviour.

**NOTED**

The conduct of students at the New Inn in relation to road-crossing and the need for the university to consider information on safe road use.

1. **USTINOV COLLEGE**

**RECEIVED**

A report on any issues relating to the College from Tom Pitts, the JCR president, noting no issues as to noise, behaviour, etc.

**NOTED**

That the College had not held a bar management committee meeting, on which the NXCA is represented, which was a breach of their licence.

**AGREED**

That the College hold a bar management meeting as soon as possible.

1. **SHERATON PARK**

**RECEIVED**

A report on developments concerning the playing field, including drainage, play equipment and a walking track, as follows:

*A survey about potential developments on the field was posted through all doors in Sheraton Park and surrounding streets in early October, with a deadline for responses (paper or SurveyMonkey) of 19 October. The survey was split into 3 sections:*

1. *developments (drainage, path, miniature football goals) that would require a capital bid but would not increase the annual management fee paid by Sheraton Park house-owners and Ustinov College to Sheraton Park Management Limited to fund landscaping, grass cutting, etc.;*
2. *developments (play equipment, trim trail) that would require a capital bid and would also increase the fee;*
3. *developments to the east of the field (the “jungle”) for which Mandeep Smith has already obtained funding.*

*The results will be collated this week, and then the SPRA Executive Committee will consider next steps in light of the responses received.*

**NOTED**

The outcome will be discussed at the next meeting.

1. **COMMUNITY CENTRE**

**NOTED**

From the Merryoaks Community Group and Lowes Barn Community Project Joint Annual General Meeting (see Annex B):

* Merryoaks Community Group (MCG) is merged with the Lowes Barn Community Project (LBCP);
* Neville’s Cross Community Association (NXCA) members are asked to become members of LBCP;
* That the LBCP officers are: Jennifer Thompson as Chair, Chris Everett as Vice Chair, Helen Attewell as Treasurer, Clare Tellez as Secretary, Steve Ashfield as Trustee and Suzanne McGoay as Trustee. Bill Moir was also elected as a new trustee and warmly welcomed to the group.
* That progress to date included:
	+ S106 funding received to undertake the tender process (£10K)
	+ Tender process undertaken for consultants to project manage the community centre project
	+ d3a engaged as a consultant to develop the business plan and initial designs
	+ Liaison with Bowls Club and Hospice about partnership working and joint opportunities
	+ Submission of completed S106 application for £440K to ringfence funds for the community centre project.
	+ This would leave a shortfall of around £200K to build the planned centre.
* There is a need for Merryoaks residents to engage with NXCA, particularly around influencing events at this end of the Ward.

**RECEIVED**

A report on developments concerning the Community Centre relating to the above and concerning the submission, the question of assets, LBCP representatives on NXCA, etc.

1. **HMO REGULATIONS**

**RECEIVED**

A report on changes to HMO regulations (see Annex C; further information may be found at <https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/717367/HMOs_and_residential_property_licensing_reforms_guidance_final_v1.pdf>)

**NOTED**

Liz Brown will circulate an updated version of the report.

1. **FOOTPATHS AND RIGHTS OF WAY**

**NOTED**

A possible NXCA project to map all existing footpaths and rights of way in the area (the item was deferred from the last meeting).

Comments from a member on the state of local pathways (see Annex D).

**AGREED**

These items will be deferred until the NXCA consider the draft Neighbourhood Plan.

1. **SKATEBOAD PARK PROPOSAL**

**CONSIDERED**

A proposal for a local skateboard park as follows from a Durham Johnston student:

I have noticed that the area used for contractor parking for the building of Duresme Court on the A167 near Neville’s cross seems now to be vacant. As a keen skateboarder myself, I have often thought that this would be a great location for a skatepark to be built. There is an increasing skateboarding community here in Durham which is something I have been part of encouraging to support my friends and others in being more active. Durham city does not currently have a skatepark and there is a lack of areas suitable for us to enjoy our sport and develop our skills without disturbing members of the public. This is why a skatepark in Neville’s cross would open a huge opportunity for local young people to become more active in a safe environment. I hope you will consider this request.

**NOTED**

That the Parish Council is now considering the proposal.

1. **PLANNING MATTERS**

**APPROVED**

A submission sent on behalf of the NXCA concerning the proposed location of the new DCC HQ and circulated in August prior to submission (Annex E).

**AGREED**

That in relation to following applications:

*DM/18/02805/FPA | Change of use of ground floor from general store to 2 residential flats (use class C3), Ash Villa Homer Terrace Nevilles Cross Bank Durham DH1 4JS*

The NXCA regret the loss of a community asset and wonder if the space could be rented for other commercial or community uses and would oppose the development if there was a possibility of rental to students.

*DM/18/02372/FPA | Demolition of Tower Cottage, the Avenue, and building 3 new houses fronting on The Avenue*

The NXCA opposes the development on planning grounds, loss of trees, and type of development

*DM/18/02983/FPA / Farnley Towers 2 storey, 8 bedroom extension*

The NXCA opposes the development on planning grounds and impact on locality

*DM/18/02709/FPA / windows and 9ft fence for Oakleigh, The Avenue*

The NXCA object to the height of the fence.

1. **PACT**

**RECEIVED**

A report on the PACT meeting of 18th October which pointed to 3 noted offences in the previous 3 months, two of which concerned bicycle thefts.

**NOTED**

Reports on the NX Facebook page about suspicious activities in gardens, etc., but that the PCSO had been nominated for membership of the group so he could monitor the reports.

1. **REPORTS FROM COUNCILLORS**

**RECEIVED**

Reports from County Councillors and Parish Councillors on:

(E Scott): a possible litter pick in December;

(E Scott and E Brown): support for the Waddington Street centre;

(E Brown): planters along the A167;

(E Ashby): the Parish Council work re the A167, including planters, flower arrangements; ‘gates’ signage and other efforts to calm traffic speeds.

(E Ashby): the Parish Council is currently taking legal advice about the proposed DCC HQ application and may consider a publicly-funded campaign to seek legal means to oppose it.

1. **AOB**

There was no AOB.

**ATTACHED C:**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **ACTIVITY** | **TIME** | **Risk Assessment/Hiscox Insurance/ TEN licence** | **Description of item purchased** | **PL received** | **H&S/****Food cert received** | **DBS check received** | **Total cost of the item £** | **Proforma OK** | **pay in advance £** | **pay method** | **/ Big Lottery Fund (BLF) or CDCF** |
| TEN licence | all day | √ | alcohol licence | N/A | N/A | N/A | 21 | ? | 21 | paid by NXCA Sec/reimbursed | BLF 100% |
| PL Insurance | all day | √ | PL Insurance with Hiscox | N/A | N/A | N/A | 448 | ? | 448 | paid by NXCA Sec/reimbursed | BLF 100% |
| St Johns Ambulance | all day | √ | Attendance | ? | N/A | N/A | 110.4 | √ | No - contract signed only. NXCA rep ok to sign | BACS or cheque provided for delivery at event | BLF 100% |
| Durham Johnston Brass | 15:45-16:15 | √ | music performance and purchase of sheet music in lieu of fee | √ | N/A | N/A | 0 | N/A | No - contract signed only. NXCA rep ok to sign | Paid by cheque | NONE  |
| Santa in grotto (Volunteer) | 15:30 - 18:00 | √ | static entertainment | N/A | N/A | Applied for | 0 |   | No - contract signed only. NXCA rep ok to sign | N/A | NONE (Volunteer) |
| Facepaint saint | 15:00 -18:30 | √ | face painting | YES | N/A | YES | 120 | √ | No - contract signed only. NXCA rep ok to sign | BACS or cheque provided for delivery at event | BLF 100% |
| Wind Band and Flute Choir (Durham District Music Service) | 16:00 - 16:45 | √ | music | ? | N/A | N/A | 275 | √ | No - contract signed only. NXCA rep ok to sign | BACS or cheque provided for delivery at event | CDCF 100% |
| Boogie Beats | 16:00 - 16:45 | √ | dancing | √ | N/A | √ | 70 | 70 | No - contract signed only. NXCA rep ok to sign | BACS or cheque provided for delivery at event | BLF 100% |
| Lantern Parade(Volunteers) | 17:30- 17:45 | √ | activity | N/A | N/A | N/A | 0 | N/A | NO | N/A | N/A |
| International 12 daysWill Greeves (volunteer) | 17:45- 18:30 | √ | activity -community singing | N/A | N/A | N/A | 0 | N/A | NO | N/A | N/A |
| Church CarolsVolunteers from community choir | 17:45- 18:00 | √ | music | N/A | N/A | N/A | 0 | N/A | NO | N/A | N/A |
| Glow mob LED Dancers(Volunteers from Carumba group) |   | √ | music and dance performance | √ | N/A | N/A | 130 | N/A | 50 Deposit | BACS or cheque provided for delivery at event | CDCF 100% |
| Puppet show |   | √ | entertainment | √ | N/A | √ | 180 | √ | No - contract signed only. NXCA rep ok to sign | BACS or cheque provided for delivery at event | BLF 100% |
| Magician show | 17:45- 18:30 | √ | entertainment | √ | N/A | √ | 125 | √ | No - contract signed only. NXCA rep ok to sign | Cheque (after event) | BLF 100% |
| reindeer | 15.30-19.00 | √ | static reindeer | √ | N/A | N/A | 500 | √ | Cheque for £200 deposit issued | Deposit paid by cheque. Balance to be paid by cheque by 20th Nov | BLF 100% |
| owls | 15.30-19.01 | √ | static owl | √ | N/A | N/A | 180 | √ | No - contract signed only. NXCA rep ok to sign | BACS or cheque provided for delivery at event | BLF 100% |
| hot food 1 Craggs Pizza | 15.30-19.03 | √ | Food supply- TRADING | √ | √ | N/A | 0 | N/A | N/A | N/A | N/A |
| hot food 2 Churros Barcelona | 15.30-19.04 | √ | Food supply- TRADING | √ | √ | N/A | 0 | N/A | N/A | N/A | N/A |
| Welcome Food at Church (Volunteers) | 15.30-19.05 | √ | welcome food | Hiscox | ??? | N/A | 159.6 | ?? | Reimb  | Cheque  | BLF 100% |
| Leaflets/Top banana | Pre-event | N/A | leaflets | N/A | N/A | N/A | 50 | ?? | Cheque for £50 issued - TO BE RETURNED | Cheque | BLF 100% |
| Capital equipment 1 | N/A | N/A | Fairy Lights | N/A | N/A | N/A | 990 | √ | Cheque issued to Phase One Records | Cheque received waiting to clear | BLF 100% |
| Capital equipment 2 | N/A | N/A | Batteries for lights | N/A | N/A | N/A | 205.2 | √ |   |   | BLF 100% |
| Capital equipment 3 | N/A | N/A | PA equipment for NX school | N/A | N/A | N/A | 195 | √ |   |   | BLF 100% |
| Capital equipment 4 | N/A | ? | snow liquid | N/A | N/A | N/A | 18 | √ |   |   | BLF 100% |
| Capital equipment 5 | N/A | ? | snow machine | N/A | N/A | N/A | 135 | √ |   |   | BLF 100% |
| Capital equipment 6 | N/A | N/A | Stage Lighting St M | N/A | N/A | N/A | 398 | √ |   |   | BLF 100% |
| Capital equipment 7  | N/A | N/A | 60cm star shaped paper lanterns | N/A | N/A | N/A | 192 |   | Cheque issued for £192 issued to Easy Action - TO BE CANCELLED AS CAN NOT DELIVER | FROM Amazon or Ebay; credit card payment | BLF 100% |
| Capital equipment 8 | N/A | N/A | jingle sticks | N/A | N/A | N/A | 62.97 |   |   | FROM Amazon or Ebay; credit card payment | BLF 100% |
| capital equipment 9 | N/A | N/A | wooden canes | N/A | N/A | N/A | 35 | √ |   | FROM Amazon or Ebay; credit card payment | BLF 100% |
| Capital equipment 10 | N/A | N/A | stickers | N/A | N/A | N/A | 1.98 |   |   | FROM Amazon or Ebay; credit card payment | BLF 100% |
| Capital equipment 11 | N/A | N/A | snow queen costume | N/A | N/A | N/A | 20 | √ |   | FROM Amazon or Ebay; credit card payment | CDCF 100% |
| capital equipment 12 | N/A | N/A | snow queen headress and cape |   |   |   | 44.07 |   |   | FROM Amazon or Ebay; credit card payment | CDCF 100% |
| Capital equipment 13 | N/A | N/A | elves costumes | N/A | N/A | N/A | 211.53 | √ |   | FROM Amazon or Ebay; credit card payment | CDCF 100% |
| Capital equipment 14 | N/A | N/A | Small paper lanterns | N/A | N/A | N/A | 100.99 | ? |   | FROM Amazon or Ebay; credit card payment | BLF 100% |
| capital equipment 15 | N/A | N/A | dot stickers, sharpie pens | N/A | N/A | N/A | 5.98 | ? |   | FROM Amazon or Ebay; credit card payment | BLF 100% |
| Capital equipment 16 | N/A | N/A | baubles |   |   |   | 20.98 | ? |   | FROM Amazon or Ebay; credit card payment | BLF 100% |
| capital equipment 17 | N/A | N/A | labels for advent calendars |   |   |   | 11.1 | ? |   | FROM Amazon or Ebay; credit card payment | BLF 100% |
| Arts and crafts | N/A | N/A | Black cards (international advent calendar) | N/A | N/A | N/A | 34.99 | √ |   | FROM Amazon or Ebay; credit card payment | BLF 100% |
| Arts and crafts | N/A | N/A | Arts and crafts from Baker Ross | N/A | N/A | N/A | 254 | √ | Cheque issued for £254 issued to Baker Ross Ltd. TO BE CANCELLED | paid by credit card | CDCF 100% |
| Arts and crafts | N/A | N/A | Acetate sheets (international advent calendar) | N/A | N/A | N/A | 288.15 | √ | N/A | FROM Amazon or Ebay; credit card payment | BLF 100% |
| Arts and crafts | N/A | N/A | Pritt sticks, glue gun, sellotape | N/A | N/A | N/A | 150 | ? |   | FROM Amazon or Ebay; credit card payment | BLF 100% |
| Arts and crafts | N/A | N/A | Cord for crafts | N/A | N/A | N/A | 0 |   | OUTSTANDING | FROM Amazon or Ebay; credit card payment | BLF 100%? |
| Arts and crafts | N/A | N/A | Sharpie pens set | N/A | N/A | N/A | 0 |   | ? | FROM Amazon or Ebay; credit card payment | BLF 100%? |
| Arts and crafts | N/A | N/A | Christmas labels (for community ideas) on xmas tree | N/A | N/A | N/A | 0 |   | OUTSTANDING | FROM Amazon or Ebay; credit card payment | BLF 100%? |
| Volunteer drink and snack | N/A | N/A | Cloakroom/raffle tickets (for volunteers to hand over to receive drink and snack at Ustinov College Café | ? |   | N/A | 175 |   | ? | FROM Amazon or Ebay; credit card payment | BLF 100% |
| Collection of donations to NXCA | all day | N/A | Collection buckets for donations (charity tamper proof) | N/A | N/A | N/A | 217.2 |   |   | FROM Amazon or Ebay; credit card payment | NXCA funds |
| Welcome Food at Church (Volunteers) | all day | N/A | Blue plastic food safe gloves  | N/A | N/A | N/A | 0 |   | included in another order (Sundries) | FROM Amazon or Ebay; credit card payment |   |
| Map of event and Community bingo sheets | N/A | N/A | Printing costs for A4 printed maps and community bingo sheets | N/A | N/A | N/A | 112 |   |   | BACS or cheque | BLF 100% |
| Asset labels (customised) | N/A | N/A | Asset labels to mark property | N/A | N/A | N/A | 132 |   | OUTSTANDING | FROM Amazon or Ebay; credit card payment | BLF 100% |
| Senior citizens carol concert - transport | ? | ? | Minibus hire + petrol | ? | N/A | N/A | 150 |   | DID NOT TAKE PLACE | Cheque after event on presentation of receipts | BLF 100% |
| Advent calendar (santa gift) |   | N/A | Customised labels19mmx90mm | N/A | N/A | N/A | 285 |   | OUTSTANDING | FROM Amazon or Ebay; credit card payment | BLF 100% |

**ATTACHED D:**

**DURHAM UNIVERSITY AND RESIDENTS FORUM (DURF)**

**Minutes of meeting held Friday 7th December 2018**

**[Mountjoy Centre]**

**Present:** Owen Adams (Chair), Alan Doig (Sec and NXCA); Hannah Shepherd (DU CLO), John Lowe, Barbara McPherson and Doug McPherson (Sidegate RA); Gary McArdle DCC Neighbourhood Wardens; David Loudon (DU Estates); Meg Haskins and George Walker (DSU); Richard Hornby (GRA); John Ashby and Rosemary Zakrzewski (SNCF); Lynda Delf and Jonathan Lovell (ERA); Simon Priestley (CCP); Alan Hayton and Des Ward (WHCG); Alex Earle (Merryoaks); Rebecca Carey (Police); Martyn Evans (Chair of Colleges); Laura Day (Comms & Common Room Intern); Kate Barton (Head of Student Theatre); Emma Flynn (DU, Associate Provost).

**Apologies:** B Snow, K Thiis and P Rutherford (DCC Neighbourhood Wardens), Charlotte Lawson, Malcolm Hobbs, Roger Cornwell, Matthew Wright.

1. **DRAFT MINUTES OF PREVIOUS MEETING 27TH September 2018**

**AGREED**

That the submitted draft Minutes be accepted as a true record of the meeting

**NOTED**

1. That the item on feedback was to be addressed at an ad hoc meeting to collate responses, with a report to be submitted to the next DURF meeting;
2. That the item on non-academic complaints procedures was to be addressed at a future DURF meeting as the document was still progressing through the University’s Governance structures.

**MATTERS ARISING**

1. Under 3.5, Student Community Pledge, the Pledge had been approved by the University Senate and that DURF would be involved in commenting on the Pledge before implementation;
2. Under 5.1, Livers Out representatives, such a role was to be considered by JCRs;
3. Under 7, Outreach, a similar presentation should be considered from the Parish Council and that Hannah Shepherd would facilitate this.
4. **COMMUNITY ENGAGEMENT TASKFORCE UPDATE**

**NOTED**

1. That information on the November meetings was available on the website;
2. That further appointments on the subgroups had been sought to ensure an appropriate balance and that the next set of subgroup meetings would be held in January.
3. **AIR**

**AGREED**

1. That in relation to the colour-coding of issues to be included or excluded from the Register, comments and suggestions for any additional issues should be submitted to Alan Doig or John Ashby;
2. That Durham County Council be approached for relevant data (2. Student Accommodation; 2A and 3. Anti-social Behaviour 3D);
3. That the University provide information on Livers Out numbers and projected increase in student numbers.
4. **DRAFT LIVERS OUT LETTER FOR 2019**

**RECEIVED**

A presentation from Rosemary Zakrzewski on discussions of the ad hoc meeting on revisions to the letter

**AGREED**

1. That the leaflet should be drafted as a narrative rather than using bullet points, and using graphics, to improve the positivity of the tone and messages and to avoid a ‘parenting’ approach;
2. That the leaflet should avoid duplication with the police letter and that the Durham County Council, the DSU and the police should be invited to confirm the acceptability of the revised leaflet;
3. That further consideration be given to:
4. Timetabling and delivery arrangements;
5. Use of PBSA intranets;
6. Reviewing the leaflet annually;
7. The development of a leaflet to carry more information
8. The leaflet being a standing item on the agenda.
9. DURF members confirm suitability of the revised leaflet;
10. That Community Associations have access to the Livers Out leaflet, the Neighbourhood Warden and the police leaflets for distribution.
11. Rosemary Zakrzewski, working with Hannah Shepherd, would remain the lead on this item and DURF members would be invited in the New Year to a focus group on the above revisions.
12. **MEMBER UPDATES**
	1. **Rebecca Carey (Police University Liaison Officer)**

**NOTED**

That there were to date no community protection notices, a slight decrease in student parties and an increase in the 11pm-7am ‘quiet time’ in parts of the City.

* 1. **Durham Students Union (DSU)**

**NOTED**

That the DSU is exploring other universities’ experiences for developing a community engagement strategy. It is also undertaking a private sector rental survey.

* 1. **Neighbourhood Wardens**

**NOTED**

That there is a lack of engagement between landlords and students about bin collection and other services and that students should not sign for properties unless the relevant bins are present and the old waste had been removed.

1. **COMMUNITY ENGAGEMENT AT ASSEMBLY ROOMS**

**RECEIVED**

A presentation from Kate Barton, Head of Student Theatre, on the history and use of the Assembly Rooms, and the redevelopment of the facilities and infrastructure, with the intention to ensure all-year opening and its use by student, professional and regional performers from October 2019.

1. **FUTURE DURF AGENDAS**

**RECEIVED**

A presentation by John Ashby on the need for a strategic approach to DURF agendas so as to determine which partner(s) to invite for priority issues going forward.

**NOTED**

That in addition to standing items, priority agenda items should reflect the AIR.

1. **AOB**

**RECEIVED**

A report on the proposed £70 million move of the Business School to Elvet Riverside on land bought from Durham County Council on the understanding that the land would be developed and on the current discussions with planners and others on heritage, flood, design and other issues.

**NOTED**

1. The implications of GDPR and the use of email correspondence for DURF members.
2. That the date and time of the next meeting had yet to be determined.

**AGREED**

That John Lowe of Sidegate Community Association be thanked for his contribution to the work of DURF.

**ATTACHED E:**

**Minutes of Meeting of NXCA Planning Subgroup; 22 February 2019**

**Present:** A Doig, P Jackson, J Elmer, A Fearle (Merryoaks)

**Apologies;** A Haysey

1. **OBSERVATORY HILL and the NEIGHBOURHOOD PLANNING FORUM**

NOTED

The background to the proposed designation of the Observatory Hill area as a ‘Local Green Space’ (LGS) as follows:

1. The 2015 Conservation Area report (Chapter 3: Crossgate) prepared by DCC states (p.195) which states:

This section of the document defines the ‘special architectural or historic interest of the Pimlico, Durham School, Briarville and Observatory Hill Sub Character Area that warrants its designation and conservation area status, the ‘character or appearance of which it is desirable to preserve or enhance’.

1. The NXCA has consistently argued for the protection of the area, writing in May 2017 that ‘we would be interested in seeing if we could have the area registered as a community asset with the Open Spaces Society or designated ‘local green space’ in the Durham NPF neighbourhood plan’.
2. The proposal from the County Council which wanted to extend the ‘local green space’ as follows:

*Observatory Hill, adjoining Potters Bank and near to Durham School, is within both the inner bowl of the World Heritage Site and the City Conservation Area. Its elevated site makes it very visible from the centre, and it contributes to the green and rural landscape setting for the World Heritage site and the City centre. It is well used for walking and leisure activities (PLUS) Bow Cemetery (St Oswalds Cemetery) and the adjacent fields (one at the bottom of Potters Bank North West of St Mary's College (within the Durham City Conservation Area) and one falling down from Elvet Hill / St Aidan's College South of Potters Bank), in conjunction with Observatory Hill, provide one of the key 'green fingers/wedges' that are an important characteristic of Durham City, leading towards the World Heritage Site. These green wedges are highly valued by residents and visitors.*

1. The objections from the University and Dean and Chapter where the former states

 *Suggested additional area (a) north west of St Mary’s College currently forms part of a Grazing/Mowing agreement with the farm at Houghall College, which is operated for its educational purposes. Suggested additional site (b) South of Potters Bank is private land in DU ownership and again subject to a Grazing/Mowing agreement with the farm at Houghall College. The land is therefore already afforded a suitable and appropriate level of protection by virtue of its setting within the WHS and Conservation Area which themselves contain significant and constraining policies. It appears to be clearly premature to prescribe areas of LGS when there are still several outstanding matters relating to homes, jobs and essential services. The allocation of DU land as LGS without our express consent essentially amounts to a preventive designation and is entirely inconsistent with sustainable development policies and economic growth ambitions of the City.*

 The latter states:

*The land is therefore already afforded a suitable and appropriate level of protection by virtue of its setting within the WHS and Conservation Area. The proposed extra level of designation is considered to be overly onerous considering the current policy position and existing use of the land. This leads us on to our second area of concern relating to the proposed allocation in that the majority of the land owned by both the Durham Cathedral and Durham University is in working use. Trespass is a Health and Safety risk to the public and unauthorised access, which may increase due to the proposed Local Green Space designation, could be a potential Public Liability issue for both the tenant of the land and our client as the landowner. it is considered that future expansion associated with the existing neighbouring land uses have not been considered. For example, Durham School, an independent co-educational day and boarding school (for children aged 3-18 years old) is located to the north of the proposed designation. As the neighbouring land user, it is vital that there is future development potential to expand the school if there is ever a need. A Local Green Space designation would hinder such important expansions. Similarly, to the east of the site (east of Footpath 24), is the existing Chorister School Playing Field, which again needs consideration with regard to its future use / expansion.*

The University’s main objection is that the NPF’s designation of LGS is inconsistent with the purpose of LGS designations as follows:

*I understand that Local Green Space is not intended to be a broad brush or widespread designation and will not be appropriate for most green areas or open space. NPPF makes clear that: “the Local Green Space designation should only be used where the green space is:*

*a) in reasonably close proximity to the community it serves;*

*b) demonstrably special to a local community and holds a particular local significance, for example because of its beauty, historic significance, recreational value (including as a playing field), tranquillity or richness of its wildlife; and*

*c) local in character and is not an extensive tract of land.”*

* *…the land is not demonstrably special to a local community and that there is no particular local significance of the sites to the community;*
* *the imposition of LGS designations will be inconsistent with the aims of national guidance to ensure consistency with local planning of sustainable development and complement investment in sufficient homes, jobs and other important and essential services (such as the University);*
* *Site (a) is particularly detached from the community; it is adjacent to a limited number (circa 15) houses and not well used. Site (b) is also not in particularly close proximity to the centre of the Durham City residential community and does not serve as public open space;*
* *The site has no ‘demonstrably special’ recreational value for the local community;*
* *the character of the site is as part of the setting of the university, rather than residential; in character. Whilst there is public access along one footpath, these footpaths are not well used by the local community;*
* *Given the fields have been in use for agricultural purposes and are not in any active use, there is no local significance or amenity value to the land;*
* *The sites are largely actively managed and mown by Houghall College so the land is predominantly grassland with little ecological value;*
* *The adjacent fields offer limited tranquillity and are not demonstrably special in this respect.*
* *In balance, the land cannot be demonstrated to be more special to the community than many other areas of open green space on the edge of the city and as such has no particular merit for special designation;*
* *All the aforementioned examples highlight significantly smaller tracts of land - than the proposed site at Observatory Hill – and confirmed as being ‘excessive’;*
* *it is an extensive tract of land, the sites only serve a limited population either by proximity or use, are not demonstrably special to the community and have no particular local significance;*

**AGREED**

That the Subgroup find the views of both institutions short-sighted and serving only their interests; many of their arguments in not designating the land as LGS are irrelevant to the criteria for such a designation; in some cases the statements are factually inaccurate. The issue is not one of ownership but one of land as open space.

Our recommendation would be that the NXCA support the County Council and the NPF original plan precisely on the grounds the University advances under the NPPF: it has been valued for a long period of time; it is in reasonably close proximity to the community it serves; it is demonstrably special to a local community and holds a particular local significance, ranging from its beauty, its recreational value, its tranquillity and the quality of flora and fauna (including rare wild orchids) and is local in character.

1. **COUNTY COUNCIL PLAN: PRE-SUBMISSION DRAFT**
	1. **GENERAL**

NOTED

That there were a number of general issues that the Sub-group felt should be addressed as having consequences for NX residents, including: the city centre retail environment and assessments of retail and district centres; the absence of an integrated approach to the night-time economy in relation to planning and licencing and the impact on the City and the capacity of the City to have more late-night licenced premises; Policy 15 on affordable housing; the choice between s.106 and a community infrastructure levy in terms of benefitting community associations. In terms of the meeting, however, the group decided to focus on those relating to the NX area.

* 1. **WEST RELIEF ROAD**

TO NOTE:

1. The Plan says:

***A167 Congestion***

*In order to reduce congestion on the western edge of the city around Nevilles Cross and the surrounding network and to facilitate development at Sniperley Park, land as shown on the policies map, is allocated for the construction of the Western Relief Road to the west of the A167 which will connect the A691 at Sniperley Park and Ride roundabout at its northern end with the B6302 Broom Lane at its southern end.*

The detail is:

***A167 Congestion***

***5.225*** *Traffic modelling shows that the A167 is currently the most congested part of the transport network in both the AM and PM peaks. This was supported by a number of views expressed during the Issues and Options consultation. The traffic on the A167 creates a barrier for traffic when entering or leaving the city at peak times with significant bottlenecks especially where the A690 and A691 join the A167 in the west of the city at the Nevilles Cross Junction and Sniperley Roundabout. The modelling predicts that congestion on the network will increase both as a result of predicted national increases in traffic and more localised increases as a result of proposed new development. Therefore to relieve congestion and to enable development to the west and north of the city to come forward a solution is required.*

***5.226*** *In order to identify this solution the council therefore commissioned a feasibility study of possible highway improvements to the A167 corridor between Nevilles Cross and Sniperley roundabout. The objectives of the study were to try and improve journey times and reduce traffic congestion on the A167 in order to accommodate existing and future traffic.*

***5.227*** *The study found that two lanes could be provided in a southbound direction for the entire length between Sniperley roundabout and Nevilles Cross but, due to physical constraints, in a northbound direction only a number of smaller measures to increase capacity were possible. Once these improvements were modelled it showed a reduction in journey times in the AM peak along both the northbound and southbound carriageways. However, in the PM peak, whilst there is a reduction in the journey time on the southbound carriageway, there is a noticeable increase in the journey time on the northbound carriageway. This increase in journey time is due to northbound A167 traffic struggling to exit onto Sniperley roundabout, as traffic from the A691 travelling north-westbound gets an easier exit onto the roundabout. The modelled A167 improvements are estimated to around £6.9 million however the results of the modelling show no overall benefits to traffic movements on the A167.*

***Western Relief Road***

***5.228*** *Given this absence of an effective alternative and the existing and future congestion there is therefore a requirement for the provision of a Western Relief Road (WRR). The relief road will allow traffic from the A690 and A691 to avoid bottlenecks thus reducing congestion for all users. The most significant reductions in traffic take place on the length of the A167 by-passed by the proposed Western Relief Road. The route of the WRR is also located in the Green Belt. Although it will not be removed from the Green Belt, a Landscape Impact Assessment****(81)*** *has concluded that there is likely to be some impact on the openness of the Green Belt, it would therefore be considered inappropriate development in the Green Belt. However the council considers that for the reasons set out here and in the supporting evidence there is no alternative means of addressing the congestion on the A167 and therefore exceptional circumstances have been demonstrated.*

***5.229*** *The route identified is the shortest possible to alleviate the traffic congestion, running parallel to the A167 and crossing the River Browney. Toll House Road will remain open as the proposed WRR will be sensitively bridged over it. Within the corridor of interest for the WRR, development will only be permitted if it does not prejudice the implementation of the road scheme.*

***5.230*** *Due to the significant benefits in reducing journey times that would result, it is anticipated that local, national or regional funding will be the principal means of delivering the WRR (and in fact this proposal has attracted funding previously). However as the new development at Sniperley Park will add to congestion on the A167 a contribution will also be required, via a Section 106 Obligation, from the developers of the site. This contribution will be calculated taking into account of viability and will be identified as match funding in a future business case for the scheme in order to increase the likelihood of securing additional funding. Progressing the road will be an early priority to ensure future development is not constrained as well as providing certainty to developers although the build out of Sniperley Park and other sites may need to be phased to reflect the completion of the WRR.*

***5.231*** *As with the NRR a full Environmental Impact Assessment for the WRR will be required as part of a future planning application.*

1. Our concerns are:
* The ‘modelling’ is incorrect; the excessive traffic is primarily driven at rush hour by school traffic which would not be affected by a relief road. We would argue that full term-time/holiday traffic censuses are undertaken. The *absence of an effective alternative and the existing and future congestion* has not been fully explored to address school traffic;
* It has not been demonstrated that, outside school traffic, traffic using the A690 or A167 crossing the City in order to access the A1 are the primary cause of congestion through the City and for whom the Western Relief Road would be the raison d’etre;
* The southern exit at Stonebridge would feed both ways into increased traffic on Lowes Barn Bank and Nevilles Cross Bank;
* No development at Sniperley would help minimise additional traffic; the potential for ‘induced traffic’ from 1700 additional houses is a an established fact for causing additional traffic;
* The greenbelt should be protected, not only from the proposed road but also the threat of ‘development’ within the road and the A167 (and the statement that *development will only be permitted if it does not prejudice the implementation of the road scheme* is particularly of concern; there are as yet no identified, costed special circumstances and there is no evidence base to justify special circumstances). The Western Relief Road will act to establish an outer perimeter to the city which will ultimately result in infill development up the relief road. This would further add to the congestion and pollution issues in and around the City. This is exactly what has occurred in other County Durham and North East towns;
* The links between the Sniperley development and funding of the proposed road are contentious and should be challenged.

**AGREED**

The NXCA should oppose the Western Relief Road on the following grounds:

* No factual evidence has been provided to demonstrate traffic flows in such a way that a relief road would address them;
* No alternatives have been explored to address current usage;
* The Green Belt should be protected, including the possibility of ‘development’ within the proposed route;
* The links between the Sniperley development and funding of the proposed road are contentious and should be challenged.
	1. **SNIPERELY DEVELOPMENT**

**NOTED**

The proposal to build 1700 house and then use s106 funding to part-fund the proposed Western Relief Road with the intention to build some 370 houses whether or not the Road is built. It was agreed that the development:

* Is to be built on Green Belt;
* Does not reflect the housing needs of the City (the Plan presumes a single policy for the whole county);
* Proposes executive housing to maximise developer returns without any certainty that the plans for the economic development proposed for Akley Heads will generate an appropriate market;
* Is inextricably linked to the Western Relief Road (without the development the pressure of extra traffic that justifies the Road would not occur while in turn the development could generate traffic that results in a zero-sum gain from the presence of the Road);
* Will create, despite the mention of a new primary school, extra pressure on existing school, medical and other facilities.

**AGREED**

The NXCA should oppose the Sniperley development on the above grounds.

* 1. **STUDENTS AND ACCOMMODATION**

**NOTED**

The Plan (17.1) has uncritical acceptance of the growth of the University; it also accepts without challenge the University’s claim that it intends ‘*to house 50-55% of students in College affiliated accommodation by 2027. This will be achieved by developing new build colleges on Durham University land and working in partnership with purpose-built student accommodation (PBSA) providers*.

If the University continues its growth in student numbers, however, the actual number of additional students seeking private sector rented accommodation will increase. Further the University has no formal means to require students to stay in university accommodation beyond the first year; as rises in college fees occur anually so the pressure to move out will increase (see Parish Council correspondence with the University 2019). Even the use of PBSAs where the University is not operating a college operation will not guarantee student conduct (see Kepier Court).

Within this context then the Plan must take a stance on the growth of HMOs, the overall balance of the residential population of the City and the availability of accommodation for young families, professional persons and non-university young people and reverse the current spread of students into stable residential areas, and into new ‘executive’ housing provision (such as Sheraton Park and Mount Oswald).

It is not enough for the Plan simply to state that new student accommodation should not be built at the expense of general housing, that the council would like the areas with high concentrations of HMOs to become more mixed, that student populations returning to and from and accessing PBSA through a predominantly residential area can impact upon residential amenity or that PBSAs cumulatively, alongside HMOs this can have an impact upon the character of an area. It needs to match its rhetoric with specific actions.

**AGREED**

* the Plan must require management of the growth of the University and student numbers within the capacity and infrastructure of the City, and the needs of the residents, much more robustly;
* no additional charge against the County Council should occur as a consequence of the growth of the University and consequential expectations of changes to the street infrastructure, etc;
* areas of high student occupation should not be allowed to move toward 100% occupancy. Not only does that create empty areas outside term-time but also means that the County Council is giving up on what would be the most affordable property for first-time buyers. The University must consider a cap on student-occupied HMOs and refuse planning applications for new or extended HMOs where there are more than 65% Class N Student Exemption properties in a specific street;
* The roles and intentions of the County Council (DCC) in relation to the University should be less one-sided. Continued growth has a number of consequences: the retail environment is unattractive to tourists and residents, the Green Belt is being encroached (eg, Maiden Castle), the numbers of students will place financial costs on residents for infrastructure (eg, Church Street pavements), amenity (noise, waste, etc) and a night-time economy incompatible with a small City centre. We feel that the Plan does not root itself firmly in the realities of the City as it currently stands and the Plan must be specific about the limits of growth and the costs that the University must also bear as a consequence of that growth;
* We would propose a moratorium on all new PBSAs until the University actually gives guarantees about the building and completion of new colleges;
* We propose no permission will be given for a new HMO or increased capacity in an existing HMO will be permitted if more than 5% of the total number of existing properties within 250 metres of the application site which are claiming exemption from council tax charges (Class N Student Exemption);
* We propose that privately owned PSBAs, even if leased to the University, should be included in the 5% of the total number of existing properties within 250 metres of the application calculations;
* We propose the Council publish annually, from figures produced in November of each year a register of the number of Class N Student Exemption Properties by street for the City of Durham;
* We propose the County Council actively police the HMO register;
* We propose that the County Council use Neighbourhood wardens to issue on-the-spot fines for waste and other refuse;
* We propose that the County Council operate a robust enforcement of the use of permits and scratch cards for parking.

**\*\*\*\*\***