

Chester-le-Street & District Area Action Partnership (AAP) Board Meeting Minutes of Meeting held Monday 26th November 2023.

Present:

Councillors: Alison Batey, Julie Scurfield, Phil Heaviside, Cllr Bill Moist.

Partner Organisations: Colin Stephenson (NHS), Graeme Carr (Durham & Darlington Fire & Rescue) Joanne Malki (Business Association Representative,) and Marion Ingleby (Durham County Council).

Public Representatives: Clare Todd, Khaled Malki, Chris Hoy, Jake Rollings, Howell Davies and Janet Ford Davidson.

Officer Attendance: Michael Wilkes (Principal AAP Co-ordinator), Laura Sloan, Allyson Rose (Community Development Project Officers), Peter Garrod, (Principal Community Development Officer), and Lesley Lines (Support Officer).

Apologies: Cllr Tracie Smith, Inspector Lee Morris (Police), Colleen Baker (VCS Rep, Elsie Forrester (Parish Council Representative, Aaron McCormack (Public Representative), Cllr Emma Waldock, and Suzanne Jobson (Karbon Homes)

Public Attendance: Three members of the AAP Public Forum were present at the meeting.

Introductions, Apologies and Virtual Housekeeping Code of Conduct/Protocols

Cllr Alison Batey (Chair) opened the meeting. Housekeeping arrangements were noted. Apologies were also noted as above.

Declaration of Interest

Item 6 – Joanne Malki and Clare Todd declared an interest in 3.1 - Chester-le-Street Flood Resilience

Item 6 – Clare Todd declared an interest in 3.5 – Pelton Care in Crisis

Item 7 – Cllr Phil Heaviside declared an interest in 5.1 – Great Lumley Community Centre

Item 7 – Cllr Alison Batey, Jake Rollings and Cllr Danny Wood declared an interest in 5.2 – Pelton Ward Infrastructure Scheme

Item 7 – Cllr Julie Scurfield declared an interest in 5.3 – Event Parking Management Project

Agreement of minutes from the previous meeting held on Monday 25th September 2023 & Matters Arising

The Chair went through the minutes page by page.

The Board agreed the minutes of Monday 25th September 2023.

Matters Arising

Page 12 – Michael advised the letter had been circulated re Charity Shops to Board Members.

Neighbourhood Issues

Michael advised that no neighbourhood issues had been raised prior to the meeting. He asked Board Members if they would like to raise any. None were forthcoming.

2024/25 County Council Budget Consultation Phase 2

Marion Ingleby, Durham County Council introduced 'The Forecast Revenue' Budget Consultation'.

The printed slides are available on request.

The Chair asked that the presentation be e-mailed to Board Members

Action: Michael

Marion opened the floor to questions.

It was highlighted that it was not clear when referring to community protection what that meant. Was it referring to Neighbourhood Wardens? Marion stated that she would clarify this and get back on the question raised.

The Chair commented that she had reservations regarding the car parking charges alluded to in the presentation.

It was suggested that a joint response from the AAP could be considered but it was highlighted that the consultation closed 3rd December. The Chair asked that members therefore take part in the consultation online.

Area Budget Report

Area Budget Proposals

Chester-le-Street Business Association – Chester-le-Street Flood Resilience

This project aims to provide a local response to on-going issues that the Town Centre of Chester-le-Street has regarding flooding, with priority given to the businesses and some residents to flood prevention equipment and support. The project will allow for distribution of aqua sacs to effected businesses within Chester-le-Street and then have a small store of aqua sacs on hand for others currently not identified after this year's flash flooding. The storage and availability locally will enable the project to react quickly in advance of any potential storm or flooding damage.

The funding for this project will be used to identify suitable storage for the equipment and the purchase of aqua sacs and other flood defence related equipment.

Area Budget Request: £7,683

Match Funding Contribution: £0

Total Project Cost: £7,683

Board Members asked for confirmation as to how many aqua sacks the project would purchase. **Action: Peter**

Moving On Housing– Moving On Durham

The project will work with young people aged 16-25 years, both male and female, who are homeless or at risk of homelessness. The aim is to provide young people with a single point of contact to develop a warm relationship with the young person, helping them to take control and play a crucial role at a pivotal point in life. The project will start pre-tenancy 'getting to know you' meetings, using internal 'reality check' exploring themes around what it's like living alone, introduction to budgeting, importance of staying in regular contact with services and future aspirations.

Once in supported housing, Moving On Housing will develop a support plan with short- and long-term goals focusing on their strengths and the things that are important to them, so they feel positive about their life and future.

Weekly support is based around three primary outcomes, tenancy management, understanding of place in society (social inclusion), positive physical and mental health (self-care) and any other unique needs. This ranges from simple things like remembering to put the bins out to much more complex matters.

The funding for this project will be used to cover salary costs for the Support Worker whose caseload covers some of the Chester-le-Street and District AAP area.

Area Budget Request: £5,000

Match Funding Contribution: £27,898

Total Project Cost: £32,898

Board Members asked for clarity on how the delivery adds value to any existing support and provision from other service providers, for example local housing organisations, DCC, any 3rd sector organisations etc.

Action: Peter

Bullion Community Resource Centre – No more Missing Meals

This project aims to mitigate the poverty and disadvantage experienced by many local residents in the Chester West area. Funding from this project will go towards salary costs for within the café and will help sustain projects such as:

- Food Provision via schemes such as Bread and Butter thing, Community Fridge and Fareshare (weekly provision for free/affordable food with over 700 residents engaged in such schemes).
- Subsidised meals to compliment activity programmes such as Seated Exercise, Mens Cree and Warm Spaces.
- Delivery service to deliver food to vulnerable residents unable to access provision at the centre.

There is a cost to access some of the above schemes, albeit affordable. This funding will help to make the provision free in times that are more difficult for families, such as the winter months.

Area Budget Request: £15,000

Match Funding Contribution: £8,546

Total Project Cost: £23,546

MK Youth Sports CIC – MK Youth Sports CIC

The project will run sports clubs/sessions around the AAP area, free of charge to young people. The project will offer food and drink at these sessions. The aim of the project is to target children who are living in poverty to access a range of sports, including athletics, tennis, football, netball, basketball, futsal.

The project aims to help young people feel part of their community and take down the barriers of the cost these sports usually are to families. They will offer a light meal and a drink to the children and allow the clubs to run past a meal time to help with cost of living. The organisation have identified a need through current delivery that children attending sessions are a hungry and need access to food. There will be the opportunity to provide hot drinks, healthy snacks and food if needed for the adults, this element of the project will also support the social isolation priority. The project aims to deliver across the AAP area but has identified Lumley and Bournmoor as key areas for delivery.

The task group have requested that the applicant gives consideration to the areas of need and target areas for the applications. During the development of the project, it is requested further evidence of need and partner engagement takes place, to ensure the project avoids duplicating existing provision, as well as meeting the needs of the communities most in need of this project. The delivery of this project has also been conditioned to be delivered at term time only.

Area Budget Request: £19,936

Match Funding Contribution: £0

Total Project Cost: £19,936

Board Members suggested that a delivery plan was made available when the full application was provided which details the rationale for delivery locations. **Action: Peter**

Pelton Community Centre – Pelton Care in Crisis

The aim of this project is to sustain and add value to ongoing provision at Pelton Community Centre. The funding will allow the project to employ a cook who would support existing groups, as well as provide resource to cater for new groups. The member of staff will be providing hot meals to approximately one hundred people each day. This will feed local people, in addition to providing a social opportunity in a warm space and positively impacting the mental health and well-being of local residents.

Funding will also be used to provide food parcels on an emergency basis to local families and residents, as well as enable the organisation to increase the dry food store levels to provide food parcels on a more consistent basis.

The project aims to provide much needed support around the cost of living by supporting individuals with hygiene packs. This funding will allow the organisation to purchase, store and distribute the hygiene packs to those most in need.

The task group have requested that the organisation gives consideration as to how the project will provide hygiene packs that will be generic to be able to cater for all age groups, rather than just young people.

Area Budget Request: £19,997

Match Funding Contribution: £2,880

Total Project Cost: £22,887

Board Members requested that the applicant ensures they work together with other local support organisations and target those most in need.

Woodshed Workshop – The Cooperative Kitchen

The project will use funding to support the ‘Cooperative Kitchen’ via the renovation of a building to create a coworking space with coffee and food facilities to support the ongoing regeneration and enterprise-based activities within the Old Coop Buildings at Sacriston.

The kitchen will serve as a learning arm for participants of Woodshed, opening up the offer of services, as well as being a community cafe at the front for public to access and support the activities. It is the intention to be able to use the kitchen for participants to learn relevant new skills and encourage participation in customer service skills. The organisation aims to use the kitchen as a space for hire for small business meetings and events, as a way of generating revenue and sustaining services. Interest has been generated from local groups to use the kitchen for sessions and skills teaching opportunities.

Area Budget Request: £11,287

Match Funding Contribution: £19,662

Total Project Cost: £30.950

Board Members suggested conditioning the approval letter to confirm match. It was confirmed this would form part of the conditions through the technical appraisal of the project.

All applicants have completed an expression of interest application form which have been reviewed and scored by the task groups. If the below recommendations are agreed, the organisations will be requested to complete a full application form, adhering to any conditions placed on the projects. Full applications will be forwarded to the AAP Funding Team to undergo a technical appraisal. Any queries will be communicated back to the applicant. Once outstanding queries receive a satisfactory response, the applicant will receive an offer letter. Board Members will receive updates on the progress of these projects, via quarterly monitoring reports.

It was agreed that the Board would approve the decisions made by the task groups.

Town & Villages Programme Report

The Chair declared an interest in item 5.2 and so handed the Chair to Michael.

Bill Lightburn gave an update.

Current Position

To date the Board has approved support for five AAP Towns & Villages projects, with a combined grant value of £96,478. These are listed below, along with a brief update on their progress.

Grant applications for the final three priority Ward projects have now been submitted, reviewed by the Towns & Villages Task Group, and are recommended for approval. These three projects are outlined below. The sum of these applications is £108,870, which, if approved, will leave a Fund balance of £4,652.

Approved Projects

North Lodge Ward - Camperdown Pocket Park Refurbishment (£10,400 grant)

This project is complete.

Chester North Ward - South Pelaw Road Safety/Environmental Enhancement (£25,093 grant)

This project is complete.

Sacriston Ward - Multi Site Play Space Refurbishment (£22,085 grant).

The supply/installation contract has been awarded and the DCC Outdoor Facilities Team is awaiting a start date for works.

Chester West Central Ward - Fines Bank Landscape Improvements (£12,200 grant)

The DCC Clean & Green Team will be implementing this project as part of its winter programme.

Chester South Ward - Waldrige Village Parking/Traffic Circulation (£26,700 grant)

This project included introduction of 'no parking' restrictions on Waldrige Village 'Spine Road' and provision of off-street parking for displaced vehicles.

The car parking element has recently been re-specified following an Arboricultural Impact Assessment and planning approval is pending.

As the works specification has significantly changed, the price of the project is being reviewed. The implications of this will need to be considered.

A further update for the Chester South Ward will be provided when the outcome of the planning application and final works costs are known.

New Towns and Villages Project Proposals

Lumley Ward - Great Lumley Parish Council – Great Lumley Community Centre

Great Lumley Parish Council is seeking support for the first phase of a staged refurbishment of Great Lumley Community Centre.

The plan, to transform the Centre into a fit for purpose facility, suitable for modern day community use, has been informed by a resident survey carried out in Spring 2022, which showed overwhelming support for the proposals.

The budget for phase one refurbishment works will include replacing the roof, removal of asbestos, a comprehensive range of electrical works, renewal of the heating system and all windows and doors and some internal modifications to allow more flexible use of space.

The grant requested from the AAP Towns & Villages Fund is for a contribution towards the cost of the roof replacement works.



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The project is drawing financial support from a variety of sources, including County Council central funds, Section 106 developer contributions, Councillor Neighbourhood Budgets, Councillor Towns & Villages Budgets and Great Lumley parish precept.

Total Project Cost - £601,168

TVF Request - £31,522

Match Funding - £569,646

Pelton Ward – DCC Highways – Pelton Ward Infrastructure Scheme

This project responds to traffic and speeding issues, raised as a concern through a review of traffic infrastructure across the Ward.

Extensive discussions have since taken place with elected members, the police, and residents in affected areas, which has informed production of a road safety improvement report, setting out recommendations for priority actions in locations with the worst speed and accident problems.

It is intended that works will be undertaken across the Ward, with specific proposals drawn up for the villages of Pelton, Grange Villa, West Pelton, Beamish, High Handenhold, Ouston and Perkinsville.

The scope of works includes installation of speed cushions, changes to road layout, lighting, signage, and provision of gateway features.

As the works will be carried out on the public highway, future maintenance will be undertaken by DCC.

This project is also drawing funds from a variety of sources including Councillors Neighbourhood Budget, Councillors Towns & Villages allocations and contributions from Ouston, Pelton and Urpeth Parish Councils.

Total Project Cost - £187,900

TVF Request - £45,000

Match Funding - £142,900

Chester East Ward - DCC Highways – Event Parking Management Project

This project has been developed in response to ongoing issues related to parking on Durham County Cricket Club, major event days.

The Elected Member for Chester East, the County Council's Traffic Management Section and the Cricket Club receive regular reports of issues caused by inappropriate parking on streets across the Ward on the higher attended cricket match days and when special events are hosted at the ground.

The project involves provision of parking restrictions across most of the Ward, which will be effective temporarily for up to fifteen major events per year. This will include all designated 'Tier 1 events', incorporating international matches, T20 matches and concerts.

It is planned to erect 132 'flip' signs on existing County Council infrastructure (signposts and street lighting columns). These will be opened on event days and closed when not in use.



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Funding requested will cover the cost of supply and installation of the signs and the revenue costs for the first year of operation.

Thereafter, the signage will remain an asset of the County Council, with maintenance and replacement being undertaken by Traffic Management as part of its routine maintenance programme. The annual revenue cost (which is in the order of £10,000) will be met by Durham County Cricket Club, for a minimum of 5 years, through an appropriate agreement.

Should the funding be approved, the signage would be erected in June 2024, prior to commencement of the 2024 Cricket Club events programme.

Total Project Cost - £84,088

TVF Request - £32,348

Match Funding - £51,740

Summary

The AAP Towns & Villages Programme is due to end in March 2024, with all expenditure needing to be planned and grants awarded by this time.

Currently five Towns and Villages Projects have been approved, in different Wards, totalling £96,478.

Should the Board agree to approve the three projects outlined in Section 5 of the report, the AAP will have committed £205,348 of its £210,000 Towns & Villages Fund, leaving £4,652 still to allocate.

One priority project will have been supported in each of the eight Wards, in line with the agreed brief.

A small balance of the programme allocation will remain. It may be prudent to hold this until the outcome of the cost review and planning application for the Waldrige Village Parking/Traffic Circulation project (Chester South Ward) is known.

The Chair highlighted that any remaining balance could be utilised in Phase 2 of the Resilience Project.

Agreed

The Board agreed to: -

- a) **Note the progress in implementation of the Towns & Villages programme, which is bringing benefit to communities across the AAP area.**
- b) **The Board agreed to the project proposals outlined in Section 5 of the report.**

Neighbourhood Budgets

Neighbourhood Budget Towns & Villages Allocations

Councillor Simon Henig – DCC Highways – Osborne Road Car Park

The aim of this project is to take off 40mm top surface and resurfacing in close graded macadam across the full extent of the car park as well as replacement of two broken check kerbs.

Declaration of Interest: None

NBTV Allocation: £10,000 (NB match funding of £15,000 as noted below)

The Board supported the project

Neighbourhood Budget Allocations

Councillor Emma Waldock – Sacriston Community Association – Baby and Toddler Equipment

The aim of this project is to subsidise the cost to cover some of the initial set-up costs for equipment and toys to run a weekly baby and toddler group, plus ongoing refreshments and craft costs each week.

Declaration of Interest: Community Centre Board Member

NB Allocation: £1,057

The Board agreed the project

Councillor Simon Henig – DCC Highways – Osborne Road Car Park

The aim of this project is to take off 40mm top surface and resurfacing in close graded macadam across the full extent of the car park as well as replacement of two broken check kerbs.

Declaration of Interest: None

NB Allocation: £15,000 (NBTV allocation of £10,000 as noted above)

The Board supported the project

Partner Updates

Police

Inspector Lee Morris forwarded an update which was summarised by Michael.

Cllr Bill Moist left the meeting and Cllr Karen Fantow-Darby took up the position on the Board as Deputy.

Health

Colin Stephenson provided an overview of Primary Care access provision for the winter period 23/24. Funding for Acute Respiratory Infection appointments has now been confirmed by NHS North East and North



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Cumbria ICB. County Durham's allocation is £270k and that will fund additional appointment capacity at the four County Same Day Access Hubs located at the University Hospital of North Durham (for Chester le Street residents), Peterlee, Bishop Auckland, and Newton Aycliffe. The appointments can be accessed via NHS 111, based on patients presenting with an acute respiratory infection.

Additional appointment capacity has also been added (via £390k additional funding) into primary care to support Sunday and Bank Holiday access. These appointments can be accessed locally via residents General Practice or via NHS 111.

The Pharmacy First Programme will launch nationally in the new year. Pharmacy First will see patients able to access antibiotics for seven common ailments (sinusitis, sore throat, acute otitis media, infected insect bite, impetigo, shingles, and uncomplicated urinary tract infections in women) and the pill at their local community pharmacy, therefore eliminating the need to book a GP appointment.

Fire & Rescue

It has been a busy time with the service doing their proactive measures like flooding and working with the Police Crime Commissioner on targeting anti-social behaviour.

Working on preventative measures helped make bonfire night a quiet night for the service.

Business Sector

Christmas Lights Switch On – Saturday 3rd December at 5.45pm. Joanne advised that 150 entries had been received, which would be judged Tuesday 28th November and the winner would be invited to turn on the lights.

Christmas Shop Window Competition - 25 plus businesses are taking part in the winter competition so far but there could be more involved as the closing date is not until next week.

Voluntary Sector

Howell advised that the Citizens Advice Office in Chester-le-Street had closed. He added that North Road, Durham or Stanley are the nearest walk-in centres.

AAP Co-ordinators Update

Community Engagement Review – Michael advised that the workstreams have not started on their specific work areas.

Board Champions – Michael advised that visits to live projects would be organised within the next couple of weeks.

Monitoring Report – Michael encouraged Board Members to look at the report and feedback any comments they have.

Holiday Activities with Healthy Food (HAWHF) Fun & Food Report – Michael advised that the offer letters would go out to applicants this week.

Any Other Business



Better for everyone

The Chair asked for comments on the scheduled meeting in January. The Chair asked if Board Members would be happy to hold the meeting on 'Teams', if and when required. Board Members agreed that, if required, meetings can go ahead on 'Teams' or in a hybrid manner.

Date and Time of the next meeting

Monday 22nd January 2024. 6pm.