

Durham Area Action Partnership Minutes of the Board Meeting
Wednesday 29 March 2023
(Virtual Meeting - held via Microsoft Teams)

Board Members

Attendance: Cllr Liz Brown, Cllr Eric Mavin, Jen Straughan-Hawley, Gary Tidbury, Cllr Lesley Mavin, Sam Humble, Sarah Burns, Victoria Ashfield, Georgia Donohue, Dave Clarke, Joanne Thorns, Paul Howard, Richard Brown (for Mick Henderson), Joe McGarry

AAP Officer

Attendance: Craig Morgan – AAP Co-ordinator
Wendy Lavelle – Community Development Project Officer
Lyndsey Hunter – Community Development Project Officer
Marie Ainscough – AAP Support Officer

Presenter(s):

Rebecca Taylor, Bryan Harris

Apologies Board: Chris Tindale, Mick Henderson, Rebecca Ashby, Tony Hockey, PJ Harding

Forum Members

Attendance: 7 forum members attended the meeting

1 [Welcome, Introductions and Apologies](#)

Cllr Liz Brown (Chair) welcomed everyone to the online Durham AAP Board Meeting.

The Chair thanked Joanne Thorns for her commitment to the Durham AAP Board. Joanne had decided to step down as a Board member and this would be her last Board meeting as the VCS representative.

Apologies for absence, [as above].

Everyone was reminded of the Teams meeting etiquette.

2 [Presentation - Durham City Conservation Area Management Plan \(CAMP\)](#)

Rebecca Taylor and Bryan Harris, colleagues from Durham County Council delivered a presentation on the Durham City Conservation Area Management Plan (CAMP).

Durham County Council (DCC) are preparing a CAMP for Durham City, with the Parish Council. The production of a CAMP is a collaborative process, which

will involve engagement with internal and external stakeholders, as well as specific tailored public consultation.

Before a CAMP is prepared DCC are reviewing the existing conservation area. The last review took place in 2015, before the adoption of the County Durham Plan and Neighbourhood Plan adoption. Initial review includes a condition survey and potential boundary amends/article 4 revisions.

The general engagement process is online using DCC's website. Paper forms will be distributed at Council hubs and offices for those who want to submit paper copies. The AAP will be issued with quarterly reports on progress along with other relevant stakeholders.

The meeting was opened for questions –

John Lowe in his capacity as the Chair of the City of Durham Trust and as a member of the World Heritage Site Coordinating Committee said he hoped DCC would engage with both bodies.

A query was raised in relation to how the Supplementary Planning Document, design code and the CAMP would fit together.

The Chair thanked Rebecca and Bryan for their attendance.

3 [Presentation - Durham and Darlington Fire and Rescue Service Integrated Risk Management Plan](#)

In the absence of Mick Henderson, Richard Brown delivered a presentation on the consultation on the Community Risk Management Plan for 2023-2026 which is now open and will run until 5pm on 11th May 2023.

Further information can be found on the website:
<https://www.ddfire.gov.uk/service-plans-and-strategies>

Everyone was encouraged to complete the survey.

The Chair congratulated County Durham and Darlington Fire and Rescue Service who had been awarded the title of 'UK Fire and Rescue Service of the year' for the second year running at the IESE Public Sector Transformation Awards ceremony.

4 [Minutes of the previous meeting held on the 21st February 2023. Agreement and Matters Arising](#)

The Chair reviewed the previous minutes for matters arising, actions and accuracy.

The minutes of the meeting held on 21 February 2023 were agreed as a true and accurate record.

5 AAP Funding Update

An update on the current funding position had been included in the papers.

£194,717 of Area Budget had been approved; and there is £2,868* left to allocate.

*This figure may change depending on whether the application is approved by the Board at this meeting.

The AAP team had been informed by the funding team that there was approximately £7,000 which had been put aside for a couple of years that we didn't realise we had, and this money will be carried forward into 2023-24.

£138,162 of the Towns and Villages Fund had been allocated; and there is £71,838 left to allocate.

6 Task and Finish Group Feedback and Project Approvals

Covid Recovery

Project Proposal: Move Mates / Move the Masses

An application had been received for £2,868.00 towards a total project cost of £7,223.00

The project will match volunteers to people who have been referred to the scheme with the aim of increasing their self confidence to get out of the house and become more active.

Board members had received a copy of the application prior to the meeting and were happy to support this project so it was approved.

Improving Our Villages and City

Nothing to report.

7 Neighbourhood Budgets

The following neighbourhood budget projects were shared with the Board -

Name of Scheme: High Street, Shincliffe - Footpath Surface Improvements

Councillor(s): David Stoker

Interest Declared: No

Amount: £9,450.00

[Sarah Burns declared an interest in the following item of business]

Name of Scheme: All Saints New Dishwasher

Councillor(s): Mark Wilkes / Mamie Simmons / Amanda Hopgood

Interest Declared: Yes, Amanda and Mamie use the facilities at the church hall

Amount: £4,925.00

[Cllr Liz Brown and Paul Howard declared an interest in the following item of business]

Name of Scheme: King's Coronation Celebrations

Councillor(s): Richard Ormerod / David Freeman / Elizabeth Scott / Liz Brown

Interest Declared: Yes, All the Cllrs are also Parish Cllrs

Amount: £5,646.06

The Board was happy for the projects to go ahead and the interest as declared.

8 [2023/24 Priorities and Meetings Report](#)

Board members had received a report, providing them with an update on discussions regarding AAP priorities and meetings for 2023/24. The purpose of the report was to outline the options for priorities and meeting formats, dates, and times.

The Board agreed on Option 2 which was –

Have an overarching priority of 'Healthy and Resilient Communities' with the broad themes as a guide but be more specific on the types of projects we would want to support. Based on discussions the suggestion would be that the AAP would welcome applications from organisations, or groups of organisations that address the following issues -

- The support and development of volunteering.
- Capacity building and development of local community organisations. This could include areas such as business planning and staff training.
- The promotion of available services and activities offered in an area. This could include the development of online information (and support for people needing to access online information) as well as more traditional marketing and communications.
- Support local people's access to structured and organised wellbeing activities which could include the creation of new activities to meet locally identified needs
- Projects that alleviate the impacts of poverty on communities
- Short term support to local organisations to help them keep the 'doors open' through support with revenue costs. This could also include support for initiatives that help organisations become more sustainable in the longer term. Any application would need to be supported with a plan on how the organisation intended to move towards a more sustainable way of working.

A flexible approach will be taken if Option 2 of addressing priorities does not work and it was agreed that a collaborative approach be a requirement when developing projects with groups and organisations.

It was agreed that Board meetings will be held bi-monthly on a trial basis and attendance will be monitored with the option of holding additional meetings if required.

Decisions on task and finish groups are yet to be made.

Craig will prepare a paper summarising the decisions Board members had made so far.

9 Fun and Food Update

Five Fun and Food projects were supported for Easter 2023 one of which was Cheesy Waffles who will be funded from the Fun and Food central pot. Four projects were rejected as we were oversubscribed.

The next round is now open for May Half Term 2023. The closing date for completed applications and supporting documents is 12 April.

10 Chair and Coordinators Update

There was no update from the Chair.

Coordinators Update

The AAP team had been busy with Area Budget and Neighbourhood Budget projects. Craig thanked Wendy, Lyndsey and County Councillors.

Craig reminded everyone that the consultation on the AAP review was still open. There was also the opportunity for Board members to attend group discussions with Board members from other AAPs.

Board members had received an email re Section 106 projects. Any comments received will be forwarded to the Section 106 panel.

Craig echoed the Chair's thanks to Joanne Thorns for being a very active Board member.

11 Partner Updates

Sarah Burns – NHS Update

The Spring booster campaign for the Covid vaccines will be starting soon. It had been confirmed that there will be another junior doctor strike.

[Craig left the meeting]

Dave Clarke – Police Update

Three new officers will be starting in the next month or so: one for each section.

There had been incidents of vehicles thefts. Details of physical security measures are posted on the Facebook page. There are 80 crook locks to give away.

Joanne Thorns – VCS

Lots of conversations around how we keep warm spaces open as funding is running out and what we do next winter if the cost-of-living crisis continues. Foodbanks are at capacity and there had been a drop in donations. Debt advice, citizens advice is being used a lot and the VCS sector is under a lot of pressure. Durham County is now a wider dispersal asylum area which is run by the Home Office and the County Council do not have any control over this. This will put an extra strain on VCS organisations.

Sam Humble – Believe Housing

Demand continues to be very strong for housing, averaging around 300-400 applications/month. Planning to demolish some properties in Newton Hall. As the light nights are approaching, they are looking at areas to prevent anti-social behaviour and liaising with the Police and other partner organisations to help reduce this. Believe Housing help with debt advice and benefit claims. Tenants are refusing access to carry out gas and electric safety checks.

Paul Howard – Durham BID

Footfall in Durham City holding up reasonably well but there had been a couple of weeks where it had been a little subdued. Dinosaurs coming back but moving to Walkergate this year. Planning the Coronation with parish council and other partners.

Joe McGarry – Durham University

Joe provided some statistical information on students working part time jobs due to the cost-of-living crisis. He is meeting with Mary Foy and some letting agencies soon to look at problems with student housing. Doing a push to help with voter registration for students.

12 [Any other Business](#)

None.

13 [Date and Time of Next Meeting](#)

To be confirmed

Everyone was thanked for their attendance and the meeting closed.