

Horden Parish Council

Mr Paul Davison
CLERK TO THE COUNCIL

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NOTICE IS HEREBY GIVEN OF the Horden Parish Council Meeting to be held in Horden Social Welfare Centre, Seventh Street, Horden on Thursday 6th June at 6pm.

HORDEN PARISH COUNCIL **ORDER OF BUSINESS**

Meeting to be held **6th June 2013**

- 1 Apologies for Absence – to consider for approval
- 2 Minutes of the Horden Parish Council Annual General Meeting and ordinary meeting held 9th May 2013 (enclosed) – to consider for approval
- 3 Matters Arising – Clerk’s Report – to receive information
- 4 Items Tabled for Information – to receive information
- 5 Police Report – to consider report
- 6 Public Participation – to consider any matters raised by the public*
- 7 Parks and Cemetery Committee
- 8 Finance and General Purposes Committee
- 9 Full Parish Council



Paul Davison
Clerk to the Council
30th May 2013

* Any member of the public may address the Council during the Public Participation session which will last a maximum of 20 minutes. Topics must be notified to the Clerk prior to the Meeting

PARKS AND CEMETERY COMMITTEE
Agenda for Meeting to be held
6th June 2013

- 1 **Parks and Cemetery Manager's Report (enclosed)** – to consider report from 22nd April to 19th May 2013.
- 2 **Damage/Incident Reports (enclosed)** – to consider reports and recommend any action to be taken.
- 3 **Thorpe Road Cemetery Extension (enclosed)** – to consider the Clerks report.

FINANCE AND GENERAL PURPOSES COMMITTEE
Agenda for Meeting to be held
6th June 2013

- 1 **Parish Council Financial**
 - a) **Bank Balances as at 31/05/2013** – to receive information
 - b) **Income and Expenditure Report 30/04/2013 (enclosed)** – to receive report
 - c) **Cash Cheques** – to endorse payment of cash cheques
 - d) **Bank Transfer** – to receive details of May Transfers
- 2 **Invoices for endorsement for payment (enclosed)** – to approve for payment and agree cheque signatories.
- 3 **Members/Officers Allowances** – to consider claims for approval.
- 4 **Social Welfare Centre Sub-Committee (enclosed)** - to note the Minutes of Meeting held 23rd May 2013.
- 5 **Audit of Accounts for the Year Ended 31/03/13 (enclosed)** –
 - (a) to approve the report of Internal Audit for the Year ended 31/03/2013 (enclosed).
 - (b) to approve the Statement of Accounts for the Year Ended 31/03/13 (enclosed).
 - (c) to approve the Annual Governance Statement for the Year Ended 31/03/13 (enclosed).
 - (d) to approve the Earmarked Reserves for the Year Ended 31/03/12 (enclosed).
 - (e) to receive details of Grant Donations for the Year Ended 31/03/12 (enclosed).
- 6 **Debtor Report for the Year Ended 31/03/13 (enclosed)** – to review.
- 7 **Late Payments (Bad Debts) Policy (enclosed)** – to consider for adoption.
- 8 **Internal Audit Plan 2013/14 (enclosed)** – to consider plan.
- 9 **Asbestos Awareness Training (enclosed)** – to consider attendance of 14 members of staff (Parks, Cemetery and SWC) at Spennymoor Town Council on 24 & 25th June 2013 at £560+VAT (£40 per delegate).
- 10 **NAC Conference “The Future of Local Government” (enclosed)** – to consider attendance at the Dalmeny Hotel, Lytham St. Annes, 28th-30th June 2103 at £295+VAT per delegate plus accommodation costs of £60+VAT per. night.
- 11 **Temporary Road Closure Notices at Darlington Ave, North Ave, Sunderland Ave and York Ave (enclosed)** – to note correspondence.
- 12 **Planning Applications** - For more details, go to;
<http://planning.easington.gov.uk/portal/servlets/ApplicationSearchServlet>
 - (i) **PL/5/2013/0191** – Erection of smoking shelter at Horden Rugby Club, Northumberland Street for Horden Rugby Supporters Club.

FULL PARISH COUNCIL
Agenda for Meeting to be held
6th June 2013

- 1 **Minutes of Personnel Sub-Committee meetings held 16th and 23rd May 2013 (enclosed)** - to note correspondence.
- 2 **Personal Interests Guide (enclosed)** – to note guide.
- 3 **Local Council's Working Group (enclosed)** – to note correspondence and consider response.
- 4 **Exclusion of Press and Public**
- 5 **Apprentice Gardener** – to note the Clerks verbal report.