

Horden Parish Council

Horden Social Welfare Centre
Seventh Street
Horden
County Durham SR8 4LX
Tel: 0191 518 0823
Email: hordencouncil@btconnect.com

13th May 2021

Dear Member

You are summonsed to attend the Horden Parish Council Meeting to be held in Horden Social Welfare Centre, Seventh Street, Horden on Thursday 20th May 2021 immediately following the Annual Meeting of the Council.

Members of the Public are invited to address the Parish Council on matters relating to the agendas prior to the start of the meeting for a period not exceeding 20 minutes.

HORDEN PARISH COUNCIL
ORDER OF BUSINESS
Meeting to be held 20th May 2021

1. **Apologies for Absence** – to consider for approval.
2. **Declarations of Interest** – to note declarations of interest from Members on items of the agenda.
3. **Minutes of the Horden Parish Council Meeting held 22nd April 2021 (enclosed)** – to consider for approval.
4. **Internal Audit Reports:**
 - i. **Charity Arrangements – Horden Recreation Ground (enclosed)** – to consider the report (substantial assurance no actions to consider).
 - ii. **Key Financial Systems (enclosed)** – to consider the report (substantial assurance no actions to consider).
5. **Year Ended 31 March 2021 Financial Position and Virement of Funds to Earmarked Reserves (enclosed)** – to consider the Deputy Clerk/RFO's Report and Recommendations.
6. **Horden Parish Council Debtor Report (enclosed)** – to consider write-off outstanding debtor.
7. **Durham County Council Occupation of Horden Social Welfare Centre First Floor (enclosed):**
 - i. To consider Approval of Licence for Alterations (Minor Works) and Plans.
 - ii. To consider Approval of Licence for Occupation (enclosed).
8. **Exclusion of Press and Public.** In accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act, 1960, the Council is requested to RESOLVE to exclude the press and public from the meeting for the following items of business on the grounds that it involves information prejudicial to the public interest by reason of the person and confidential nature of the business to be transacted.
9. **Thorpe Road Cemetery Contribution** – to consider the Clerk's verbal update.
10. **Staffing Update** – to consider Clerk's verbal update.



Mr Kevin Wilkinson
Clerk to the Council
13th May 2021

To: All Members of Horden Parish Council/cc Public Notice

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13th May 2021

Dear Member

You are summonsed to attend the Parks and Cemetery Committee Meeting to be held in Horden Social Welfare Centre, Seventh Street, Horden on Thursday 20th May 2021 immediately following the meeting of Horden Parish Council.

PARKS AND CEMETERY COMMITTEE **ORDER OF BUSINESS**

Meeting to be held
20th May 2021

- 1 **Election of Chairman.**
- 2 **Election of Vice-Chairman.**
- 3 **Apologies for Absence** – to consider for approval.
- 4 **Declarations of Interest** – to note declarations of interest from Members on items of the agenda.
- 5 **Minutes of the Parks and Cemetery Committee Meeting held 22nd April 2021 (enclosed)** – to consider for approval.
- 6 **St Johns Day 24th June 2021** – to consider the Deputy Clerk/RFO's verbal update.



Mr Kevin Wilkinson
Clerk to the Council
13th May 2021

To: All Members of the Parks and Cemetery Committee/cc Public Notice

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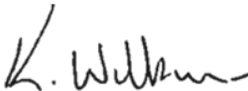
13th May 2021

Dear Member

You are summonsed to attend the Finance and General Purposes Committee Meeting to be held in Horden Social Welfare Centre, Seventh Street, Horden on Thursday 20th May 2021 immediately following the Meeting of the Parks and Cemetery Committee.

FINANCE AND GENERAL PURPOSES COMMITTEE
ORDER OF BUSINESS
Meeting to be held 20th May 2021

1. **Election of Chairman.**
2. **Election of Vice-Chairman.**
3. **Apologies for Absence** – to consider for approval.
4. **Declarations of Interest** – to note declarations of interest from Members on items of the agenda.
5. **Minutes of the Finance and General Purposes Committee Meeting held 22nd April 2021 (enclosed)** – to consider for approval.
6. **Parish Council Financial**
 - a) **Bank Balances, Estimated General/Earmarked Reserves and Cash Flow Forecast as at 30/04/2021** – to receive information.
 - b) **Income and Expenditure as at 30/04/2021, Close of Month 1 (enclosed)** – to consider report.
 - c) **Cash Cheques** – to endorse payment of cash cheques.
 - d) **Bank Transfers April 2021** – to receive details of transfer(s).
7. **Invoices for endorsement for payment (enclosed)** – to approve for payment.
8. **Members/Officers Allowances** – to consider claims for approval.
9. **Future use of Council Android Tablets** – to consider future use for Council business or disposal of assets.
10. **Celebratory Event 12th June 2021** – Item placed at the request of Cllr W Morrow.
11. **County Training Partnership Training Courses (enclosed)** – to consider participation.
12. **SLCC Memorial Safety and Administration Webinar 30th June 2021 at a cost of £35 + VAT (enclosed)** – to consider attendance of Admin & Finance Officer.
13. **SLCC Cemetery Legal Compliance Webinar 14th & 15th September 2021 at a cost of £165 + VAT (enclosed)** – to consider attendance of Parks and Cemetery Manager (to be appointed) and Deputy Clerk/RFO.
14. **Planning Applications** – <http://publicaccess.durham.gov.uk/online-applications/>
 - **DM/21/01153/FPA** – Installation of 4 no. new floodlights to football ground for Horden Parish Council.


Mr Kevin Wilkinson
Clerk to the Council
13th May 2021

To: All Members of the Finance and General Purposes Committee/cc Public Notice