

# Horden Parish Council

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

3<sup>rd</sup> June 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 10<sup>th</sup> June 2021 at 6pm.

***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 10<sup>th</sup> June 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 Meetings held 20<sup>th</sup> May 2021 (enclosed)** – to consider for approval.
4. **Minutes of the Event Management Committee Meeting held 26<sup>th</sup> May 2021 (enclosed)** – to consider for approval.
5. **Progress Report (enclosed)** – to note the information.
6. **Internal Audit:**
  - i. **Annual Report 2020/21 (enclosed)** – to consider the Report and overall ‘Moderate’ opinion provided on the adequacy and effectiveness of the Council’s control environment for 2020/21.
  - ii. **Progress Report (enclosed)** – to note the outturn position on progress made in delivering the 2020/21 internal audit plan to gain assurance on the adequacy and effectiveness of the internal control environment.
7. **Audit of Accounts for Year Ended 31<sup>st</sup> March 2021** - to receive and note the Annual Internal Audit Report 2020/21 (enclosed).
8. **Audit of Accounts for Year Ended 31<sup>st</sup> March 2021** - to approve Annual Governance Statement 2020/21 (enclosed).
9. **Audit of Accounts for Year Ended 31<sup>st</sup> March 2021** - to approve Accounting Statements 2020/21 (enclosed).
10. **Exercise of Public Rights Dates** – to note dates (enclosed).
11. **Youth Provision** – Item requested by Cllr I Mclean.
12. **Election of Council Committees:**
  - i. **Asset Management Committee (8 Members)** – to consider.
  - ii. **Event Management Committee** – to consider election of additional Member Cllr I Roberts.
13. **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.
14. **Staffing Update** – to consider Clerk’s verbal update.
15. **Members Roles/Responsibilities and Protocols** – to RECEIVE the Clerk’s verbal report.



Mr Kevin Wilkinson  
Clerk to the Council  
3<sup>rd</sup> June 2021

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

# *Horden Parish Council*

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3<sup>rd</sup> June 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 10<sup>th</sup> June 2021 immediately following the meeting of Horden Parish Council.

## **PARKS AND CEMETERY COMMITTEE** **ORDER OF BUSINESS**

**Meeting to be held**  
**10<sup>th</sup> June 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 Parks and Cemetery Committee Meeting held 20<sup>th</sup> May 2021 (enclosed)** – to consider for approval.
- 4 **Thorpe Road Cemetery Complaint (enclosed)** – to consider.



Mr Kevin Wilkinson  
Clerk to the Council  
3<sup>rd</sup> June 2021

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

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3<sup>rd</sup> June 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 10<sup>th</sup> June 2021 immediately following the Meeting of the Parks and Cemetery Committee.

## **FINANCE AND GENERAL PURPOSES COMMITTEE**

### **ORDER OF BUSINESS**

#### **Meeting to be held 10<sup>th</sup> June 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 Finance and General Purposes Committee Meeting held 20<sup>th</sup> May 2021 (enclosed)** – to consider for approval.
4. **Parish Council Financial**
  - a) **Bank Balances, Estimated General/Earmarked Reserves and Cash Flow Forecast as at 31/05/2021** – 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 Transfer(s) May 2021** – to receive details of transfer(s).
5. **Invoices for endorsement for payment (enclosed)** – to approve for payment.
6. **Members/Officers Allowances** – to consider claims for approval.
7. **2021/22 Events Programme/Funding Applications (enclosed)** – to note the information.
8. **Asset Disposal 4no. Lounge Tables and 10no. Chairs – Gift to Horden Cricket Club Tearoom (enclosed)** – to consider for approval.
9. **Future use of Council Android Tablets** – to consider the Deputy Clerk's verbal update.
10. **Tanfield 'Horden' Launch Event Invitation 12<sup>th</sup> June 2021 (enclosed)** – to consider attendance.
11. **Use of BACS Payments** – to APPROVE in accordance with Financial Regulation 6.8.
12. **Horden Banner Committee Proposal (enclosed)** – to consider.
13. **Council Domestic Properties** – to consider the Clerk's verbal update.
14. **Planning Applications** – No Planning Applications to consider.



Mr Kevin Wilkinson  
Clerk to the Council  
3<sup>rd</sup> June 2021

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