

Horden Parish Council

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

31st March 2022

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 7th April 2022 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 7th April 2022**

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 3rd March 2022 (enclosed)** – to consider for approval.
4. **Minutes of the Event Management Committee Meeting held 3rd March 2022 (enclosed)** – to consider for approval.
5. **Minutes of the Personnel Committee Meeting held 10th March 2022 (enclosed)** – to consider for approval.
6. **Internal Audit Reports:**
 - i. **Charity Arrangements – Horden Recreation Ground (enclosed)** – to consider and receive the report (substantial assurance no actions to consider).
 - ii. **Key Financial Systems (enclosed)** – to consider and receive the report (substantial assurance no actions to consider).
7. **Annual Assembly/Annual Meeting Dates** – to set dates.
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. **National Joint Council for Local Government Services Pay Agreement 1st April 2021 – 31st March 2022 (enclosed)** – to receive the information.
10. **Sale of Cemetery Lodge Domestic Property: –**
 - i. **Legal Matters** – to consider Acting Clerk's verbal update and appointment of Legal Provision.
 - ii. **Next Steps** – to consider correspondence and delegation.
11. **Staff Matters:**
 - i. **Clerk to the Council** – item requested by the Members of the Personnel Committee.
 - ii. **Resignation of Gardener/Gravedigger (enclosed)** – to receive the information.
 - iii. **Recruitment of Gardener/Gravedigger Shortlisting (enclosed)** – to select candidates for interview and set date and time to convene a Personnel Committee for interviewing.
 - iv. **Council Policy in Relation to Managing Covid-19 in the Workplace.**



Miss Gemma Rowe
Acting Clerk to the Council/RFO
31st March 2022

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