

**HORDEN PARISH COUNCIL**  
**Minutes of Meeting held 3<sup>rd</sup> March 2011**

**Present:** Councillor J White (Chairman)  
 Councillors J Clark, M Clark, E Connor, W Hill, T Jones, G Lavery, G Patterson, G Phillips, M Robinson, W Smith and E Wood

**Staff:** Mr P Davison (Clerk), Mrs G M Crute (Assistant Clerk), Mr J Bush (Parks & Cemetery Manager)

**Also Present:** Sgt I Dickinson and PCSO S Bowman

**HPC** **Apologies for Absence.**  
**10/11/134** **RESOLVED:** Apologies RECEIVED and approved for R Brown, G Jones and D Maddison

**HPC** **Minutes of the Meeting of Horden Parish Council held 3<sup>rd</sup> February 2011**  
**10/11/135** **RESOLVED:** That the minutes be confirmed as a correct record, subject to the following amendments, to be signed by the Chairman.  
**Finance and General Purposes** – Apologies – G Lavery and M Robinson be removed  
**Full Council** – Apologies – G Lavery be added and G Jones removed.

**HPC** **Matters Arising – Clerk’s Report.**  
**10/11/136** **P&C 10/11/062** **Stapylton Drive MUGA Pitch** - The Clerk had written to the developer regarding RoSPA inspections and the installation of the electrical meter.  
 A final quote of £12,198 inc. VAT had been obtained from the contractor regarding the fencing and this had been provided to East Durham AAP in order to secure the grant funding application.  
 The Clerk is awaiting the asset transfer documents from the Parish Council’s solicitors for review before signing on behalf of the Council.

**F&GP 10/11/144** **Horden Recreation Ground Bank Account** – The Clerk had undertaken his best efforts in order to secure all appropriate and relevant information from members, where possible, in order to support the opening of the bank account and dispatched the forms to the bank.  
 Some information from members was omitted as that information had not been provided upon request, and in the need of expediency, the forms had been sent before February end.

**F&GP 10/11/146** **A1086 Speed Limit Order** – The Clerk had clarified with Durham County council that the order would constitute no changes to current practice.

**HPC 10/11/128** **Grazing Land Auctions** - The Clerk had written to Durham County Council expressing the Parish Council’s interests and concerns.

**HPC 10/11/129** **Durham County Council Settlement Studies Questionnaire** – The Clerk had provided Durham County Council with a copy of the completed report by means of representation.

**HPC 10/11/130** **Royal Garden Party 2011** - The Clerk had written to CDALC with the Parish Council’s nomination.

**RESOLVED:** That the information be NOTED.

**HPC** **Items Tabled for Information.**  
**10/11/137** **Hartlepool Mail**  
 Thursday 03.01.11 – “Youth club in fame”  
 Wednesday 26.01.11 – “Burglary suspects remanded”  
 Wednesday 26.01.11 – “Ten-man Horden battle”

Thursday 27.01.11 – “Community seeks hall funds”  
 Thursday 27.01.11 – “Council’s housing is ‘fair’ ”  
 Friday 28.01.11 – “Horden aim to put half to poor run”  
 Saturday 05.02.11 – “Lengthy time tackling blaze”  
 Monday 07.02.11 – “Craig’s Red letter day”  
 Wednesday 09.02.11 – “Horden CW defeated”  
 Saturday 12.02.11 – “Horden in the cup”  
 Tuesday 15.02.11 – “Widow’s council tax demands for just 7p”  
 Wednesday 16.02.11 – “School hit by raiders”  
 Wednesday 16.02.11 – “Partygoer attacked for urinating on doorstep”  
 Monday 21.02.11 – “Horden take a real hiding”

**RESOLVED:** that the information, be NOTED.

**HPC**  
**10/11/138**

**Police Report.**

The Chairman welcomed Sgt I Dickinson and PCSO Bowman to the meeting who reported on incidents covering 4th February to 2<sup>nd</sup> March 2011.

Recorded incidents in Horden	243
Burglary	6
Vehicle Crime – theft of	0
Vehicle Crime – theft from	1
Thefts	6
Rowdy, Nuisance Behavior	48
Criminal Damage	12

There were 3 Recorded incidents for Grants Houses.

PCSO Bowman report on the recent speedwatch campaign that had been undertaken on Sunderland Road. Sgt Dickinson report on the drop in crime figures over the Peterlee Community Policing Team over the past year.

Councillor Connor enquired on the figures for drug related crimes. Sgt Dickinson advised that these figures had gone up, but this was a sign that they were tackling the drug problem well. He felt that a major factor in this was that people have the confidence in the Police to approach them with intelligence relating to drugs.

Councillor Lavery spoke on the ongoing parking problems in Cotsford Lane and particularly outside of Sainsburys. PCSO Bowman said she would again pay attention to this area.

Councillor J Clark enquired what the effects were likely to be of the Police Reform and Social Reform Bill, on the local policing team, if it were to go through. Sgt Dickinson said that he was unsure what effects it would have on the Peterlee Team and advised Members that Inspector Paul Harrison was retiring shortly and that there would be a new inspector in charge of the team and who may have different policing priorities to those currently undertaken by the Peterlee team.

**RESOLVED** that:-

- i) information given, be noted.
- ii) a letter of thanks be sent to Inspector Harrison for all his hard work and endeavours on behalf of the people of Horden.

**HPC**  
**10/11/139**

**Public Participation.**

Jon Clapham, Families First addressed Members on the scheme which was operating from Horden Social Welfare Centre. They had managed to help 70 people from the parish obtain employment during the past 18 months and have more people becoming interested in the scheme. However, due to funding cuts they have had to serve notice of termination of the lease of the room. He requested that Members gave consideration to the letter he had submitted requesting use of the building on a cost free basis.

**PARKS AND CEMETERY COMMITTEE**  
**Minutes of Meeting held 3<sup>rd</sup> March 2011**

- Present:** Councillor T Jones (Chairman)  
 Councillors J Clark, M Clark, E Connor, W Hill, G Lavery, G Patterson, G Phillips, M Robinson, W Smith, J White and E Wood
- Staff:** Mr P Davison (Clerk), Mrs G M Crute (Assistant Clerk), Mr J Bush (Parks & Cemetery Manager).
- Apologies:** Councillors R Brown, G Jones and D Maddison.

- P&C**  
**10/11/068** **Parks & Cemetery Manager's Report.**  
 The report previously circulated covered the period 24<sup>th</sup> January to 22<sup>nd</sup> February 2011.  
**RESOLVED** that:-
- i) the information given, be NOTED;
  - ii) to charge a nominal amount for the games on the stalls at Parish Council events;
  - iii) a letter of thanks be sent to Cotsford Infant School regarding the recent tree planting undertaken in the Welfare Park;
  - iv) a notice be place at Memorial Park advising residents on the current position with regard to the Memorial Clock.

- P&C**  
**10/11/069** **Damage/Incident Reports.**  
 The Clerk advised Members of the following damage/incident reports:-
- |          |          |   |
|----------|----------|---|
| Damage   | 30.01.11 | 2 newly planted Shrubs missing from Sculpture Roundabout - Search of Shrub bed nearby, found nothing.   |
| Damage   | 05.02.11 | 15 ridge tiles and 20 roof tiles damaged (Due to high winds night before).  |
| Damage   | 10.02.11 | Automobile tyre tracks and 5 to 6 foot ruts off hand brake turns in various areas. Two cars were seen but no number plates were visible   |
| Incident | 19.02.11 | Lady aged 67 at 9:35pm after dancing, she had a dizzy spell and started to slur her words.<br>An ambulance was called and arrived at 10:00pm.<br>The lady then disclosed to the Para medic that she had bumped her head earlier that day. She was then taken to North Tees Hospital with a suspected stroke |
| Incident | 19.02.11 | A group of youths started drinking and hanging around front entrance then started to try and lift metal shutters, police were called on the non emergency number, and attended within 10 minutes. Youths ran off police informed me they would patrol area at regular interval's.                           |

**RESOLVED:** that the information given, be noted.

***Councillor G Phillips declared a prejudicial interest as she is a resident in the area and left the room.***

- P&C**  
**10/11/070** **Stapylton Drive Fence Renewal.**  
 Members gave consideration to correspondence received from a resident in the Stapylton Drive area requesting the Parish Council's support their approach to McInerney Homes to have a fence replaced that had been removed and replaced with Bollards.  
**RESOLVED:** that as members of the public use this access, the Parish Council do not support the residents request to replace the fence.

- P&C**  
**10/11/071** **Third Street Allotment Community Garden Project.**  
 Members gave consideration to the proposal which had been submitted from Chris Milner, Area Youth Worker. Discussion ensued as to who would be running the scheme and who would be responsible for the public liability insurance that would be required.  
**RESOLVED:-**
- i) to await further information on the scheme;

- ii) to seek clarification on who would be responsible for the scheme was implemented.

- P&C**  
**10/11/072** **Seymour Street Proposed Community Space Project.**  
Councillor J Clark updated Members on the proposed scheme at Seymour Street specifically what equipment and planting would be implemented. She advised that they would be all low maintenance with a large area being tarmac and the remaining grassed area would be hardwearing with low maintenance shrubs being planted. The entrance to the area would be moved to enable disabled access. The Regeneration Partnership would be applying for funding and all that was required of the Parish Council would be take over maintenance of the scheme upon completion. The Parks and Cemetery Manager advised that it wouldn't require a lot of maintenance on the Parish Council's part.  
**RESOLVED** that the Parish Council take over maintenance of the scheme when it is completed.
- P&C**  
**10/11/073** **County Durham Pitch and Outdoor Sports Study.**  
Members gave consideration to the information which had been previously circulated.  
**RESOLVED:** that the response be submitted at detailed.
- P&C**  
**10/11/074** **Horden RFU.**  
Members gave consideration to correspondence received from Horden RFC regarding problems with the No. 2 pitch.  
**RESOLVED:** to NOTE the correspondence.
- P&C**  
**10/11/075** **Christmas Tree Lighting Service 2011.**  
Members gave consideration to the Christmas Tree Lighting Service for 2011. It was felt that a mid week event, the first week in December, involving the local schools should be undertaken.  
**RESOLVED:** that the local schools be contacted to ascertain their interest in participating in the tree lighting and obtain convenient dates from them.

**FINANCE AND GENERAL PURPOSES COMMITTEE**  
**Minutes of Meeting held 3<sup>rd</sup> March 2011**

**Present:** Councillor E Connor (Chairman)  
 Councillors J Clark, M Clark, W Hill, T Jones, G Lavery, G Patterson, G Phillips, M Robinson, W Smith, J White and E Wood

**Staff:** Mr P Davison (Clerk), Mrs G M Crute (Assistant Clerk)

**Apologies:** Councillors R Brown, G Jones and D Maddison.

**F&GP 10/11/155** **Parish Council Financial Status – Bank Balances.**  
 The Clerk reported the bank balances as at 28/02/2011 being £400,385.38  
**RESOLVED:** That the information be NOTED.

**F&GP 10/11/156** **Income and Expenditure Report to 31/01/2011.**  
 The report was circulated at the meeting.  
**RESOLVED:** That the report be NOTED.

**F&GP 10/11/157** **Cash Cheques.**  
 The Clerk requested a cash cheque totaling £200 for SWC for February be endorsed for payment.  
**RESOLVED:** To ENDORSE cheque for payment.

**F&GP 10/11/158** **Bank Transfer.**  
 The Clerk informed Members that the transfer for February was £33,032.63.  
**RESOLVED:** To ENDORSE transfers.

**F&GP 10/11/159** **Invoices for endorsement for payment**  
**RESOLVED:** To ENDORSE the following invoices for payment:

SUPPLIER	DATE	DESCRIPTION	AMOUNT	CHEQUE NO/DD
Angel	30.01.11	Water Cooler	28.76	310714
Ashley Gases	01.03.11	CO2	17.94	310730
British Gas	02.02.11	Electricity - Cemetery	209.29	DD
British Gas	02.02.11	Electricity - SWC	477.79	DD
British Gas	02.02.11	Electricity - Welfare Grounds	21.27	DD
British Gas	09.12.10	Electricity - Welfare Grounds	-24.95	CR
British Gas	02.02.11	Electricity - Comm Pavilion	25.33	DD
British Gas	27.01.11	Electricity - Comm Pavilion	-21.54	CR
British Gas	02.02.11	Electricity - Works Building	244.38	DD
British Gas	02.02.11	Electricity - Memorial Park	22.39	DD
British Gas	09.02.11	Electricity - HCWAFC	168.37	DD
British Telecom	13.02.11	Rental – Fax	3.00	DD
British Telecom	13.02.11	Line Rental	291.83	DD
BOC	31.01.11	Co2 Monitor	27.78	DD
Co-operative Bank	03.02.11	Bank Charges	41.12	DD
Craggs Baker	11.02.11	Catering LLC Forum	140.00	310716
CISWO	07.02.11	Allotment Rent	262.07	310715
D J Bush	03.03.11	Sloped Roof to Pavilion	2300.00	310731
CDALC	01.03.11	CDALC Subs 11/12	905.04	310735
Haswell Catering Services	27.01.11	Buffet	126.00	310717
Homecare	09.02.11	D.I.Y Supplies	229.65	310718
H. Nordstrom & Son	31.01.11	Wood	28.51	310719
Hydraulic Tech Services	28.01.11	Repair/Reseal Pump	48.00	310720
Integrated Office Systems	18.02.11	Stationery & small metal drawers	101.88	310721
IRIS	08.02.11	2 x Training Payroll	237.60	310704
ITC Service Limited	28.02.11	Telephone Maintenance	42.00	DD
ITC Services Limited	01.03.11	Anti-Virus Renewal x 5	210.00	310732
Iris	27.01.11	Payslips	132.00	310471
J.J Tooby & Co.	08.02.11	D.I.Y Supplies	109.26	310722
Maxwells DIY	28.02.11	DIY Supplies	57.74	310736
MKM Buildings Supplies	16.02.11	Safety Wellington boots	15.00	310711
Molson Coors	18.02.11	Bar Supplies	383.33	DD
Molson Coors	25.02.11	Bar Supplies	768.10	DD
Molson Coors	04.02.11	Bar Supplies	469.94	DD
NEREO	15.02.11	Job Evaluation	2928.00	310723

NTE Limited	01.02.11	Telephone Maintenance	80.12	DD
P & P Windows	09.02.11	Refit & Strengthen Lounge Window	190.00	310724
RBS Software	10.02.11	Bookings Software maintenance	154.80	310725
Regal Print	02.03.11	Printing Newsletter	318.00	310734
Ted Wilford Coaches	12.02.11	Hire of mini coach	110.00	310737
Treasured Memories	25.02.11	Memorial Plaque	143.22	310733
Shell	17.02.11	Fuel	185.12	DD
Shell	02.02.11	Fuel	129.30	DD
Shorts of Whitburn Limited	11.02.11	Service of Ransome and Repairs	662.46	310726
Smith of Derby Limited	31.01.11	Removal Memorial Park Clock	180.00	310727
Spaldings	09.02.11	Edging knife	28.74	310712
Spaldings	17.02.11	Edging knife	-31.19	CR
Spaldings	25.01.11	Edging Knife/Shovel	126.55	310728
Viking Direct	16.02.11	Stamps/Stationery/ink pads	198.56	310729
Vodafone	11.02.11	Mobile Phones	136.96	DD
Wearside Contractors Ltd	24.02.11	Roof Repairs – Welfare Park	432.00	310713
		<b>Invoice Total for February</b>	14071.52	

**F&GP 10/11/160** **Members/Officers Allowances.**  
The Clerk advised he had received a participation claim from Councillor T Jones, a mileage claim from the Assistant Clerk totaling £588.81

**RESOLVED:** That the payments be ENDORSED.

**F&GP 10/11/161** **Social Welfare Centre Sub-Committee.**  
**RESOLVED:** that the minutes be NOTED;

**F&GP 10/11/162** **Cotsford Lane Parking Restrictions.**  
The Clerk updated Members on the parking restrictions that had recently been implemented in Cotsford Lane and enquired whether the Parish Council had any comments they wanted to feedback. The following issues were raised; the island outside of Sainsbury's fencing to the left and nothing to the right so cars are still parking there; bollards outside of The Salon need reviewing; double yellow lines needed at the top of the bank near the bend.  
**RESOLVED:** that the above issues be referred to the County Council.

**F&GP 10/11/163** **Internal Audit Review 2010.**  
Members gave consideration to the Internal Audit Review for 2010/11 which had been previously circulated.  
**RESOLVED:** that the 2010/11 Audit Review, be APPROVED.

**F&GP 10/11/164** **Dog Bag Provision.**  
The Clerk advised Members on costing for purchasing dog bags on a bulk basis with other members of CDALC.  
**RESOLVED:** that to purchase 20,000 dog bags at a cost of £230.00.

**F&GP 10/11/165** **Councillor T Jones declared a prejudicial interest and left the meeting.**  
**Centrefield Pavilion Emergency Repairs.**  
The Clerk updated Members on the need for emergency work to the roof at the Centrefield Pavilion. Councillor Patterson registered his unease at the situation.  
**RESOLVED:** to ENDORSE the actions of the Clerk.

**F&GP 10/11/166** **Horden Residents Association: North.**  
Members gave consideration to the request by Horden Residents Association (North) to use the Centrefield Pavilion Café.  
**RESOLVED:** that the APPROVAL be granted.

**F&GP 10/11/167** **Welfare House Refurbishment Quotations.**  
Members gave consideration to two quotations received Tender A - £9091.72 and Tender B - £9,827.00  
**RESOLVED:** to appoint Tenderer A, Wearside Contractors, to undertaken the work.

***Councillor W Smith left the Meeting.***

- F&GP** **Great North Air Ambulance – Thank You Letter.**  
**10/11/168** Members gave consideration to correspondence received from Great North Air Ambulance thanking the Parish Council for their donation.  
**RESOLVED:** that the letter be RECEIVED and displayed on the noticeboard.
- F & GP** **St Mary's Green.**  
**10/11/169** The Clerk advised that Durham County Council had advised that Church Green was not designated as a Village Green.  
**RESOLVED:** that the Clerk contact Durham County Council to register Church Green as a Village Green.
- F & GP** **Proposed Planning Applications.**  
**10/11/170** **PL/5/2011/0046** - Proposed rear extension and front porch, at 49 Northumberland Street for Accent Homes.  
**PL/5/2011/0047** - Proposed rear extension and front porch, at 16 Durham Avenue for Accent Homes.  
**PL/5/2011/0057** - Proposed Change of use from commercial to residential flat at corner shop, Third Street for Mr M Ferguson.  
**RESOLVED:** that the information given, be NOTED.

**FULL PARISH COUNCIL**  
**Minutes of Meeting held 3<sup>rd</sup> March 2011**

**Present:** Councillor J White (Chair)  
 Councillors J Clark, M Clark, E Connor, W Hill, T Jones, G Laver, G Patterson, G Phillips, M Robinson, W Smith and E Wood

**Staff:** Mr P Davison (Clerk), Mrs G M Crute (Assistant Clerk)

**Apologies:** Councillors R Brown, G Jones and D Maddison.

**HPC** **Minutes of the Meeting of the Personnel Sub-Committee held on 10<sup>th</sup> 10/11/140 February 2011.**  
**RESOLVED:** that the minutes be confirmed as a correct record, to be signed by the Chairman

***Councillor E Connor declared a prejudicial interest as she is a member of East Durham Home Board.***

**HPC** **Job Centre Plus Outreach Project.**  
**10/11/141** Members gave consideration correspondence received from Families First, which were a part of JobCentre Plus, regarding free use of the rooms, with payment of reasonable costs incurred.  
**RESOLVED:** that free use be GRANTED until there was a long term paying tenant for the room, with two weeks notice to leave would be given and a charge for utility costs.

**HPC** **Big Spring Clean 2011.**  
**10/11/142** Members gave consideration to correspondence received regarding the 2011 Big Spring Clean.  
**RESOLVED:** that the Clerk forward the information on to the Chairs of the Residents Associations and Horden in Bloom.

**HPC** **Localism Bill Summary.**  
**10/11/143** Members gave consideration to correspondence received in relation to the Localism Bill.  
**RESOLVED:** that the information given, be NOTED.

**HPC** **Horden Community Plan.**  
**10/11/144** Members gave consideration to information circulated regarding the Horden Community Plan.  
**RESOLVED:** that the information given, be NOTED.

**HPC** **Policy Development and Review Timetable.**  
**10/11/145** Members gave consideration the Policy Development and Review Timetable.  
**RESOLVED:** to APPROVE the Policy Development and Review Timetable, subject to changes as required by legislation.

**HPC** **Exclusion of the Press and Public.**  
**10/11/146** **RESOLVED:** That in accordance with Section 2 of the Public Bodies (Admission to Meetings) Act, 1960, the press and public be excluded from the meeting for the following item of business on the grounds that it involves information prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

***Councillor E Connor declared prejudicial interest as she was related to an employee. Councillor T Jones declared a prejudicial interest as he had a business relationship with an employee. The Assistant Clerk declared prejudicial interest as she was affected by the Job Evaluation.***



**HPC** **NJC Job Evaluation.**  
**10/11/146**

Members considered the Clerks report and much discussion ensued regarding the progression of the exercise.

**RESOLVED:** that

- i) The three member Appeals Panel of the Personnel Sub-Committee convenes at 3pm on Wednesday 9<sup>th</sup> March 2011. Councillors J White, M Robinson and J Clark were selected to the appeals panel.
- ii) The parish council await the outcome of the meeting scheduled on Thursday 10<sup>th</sup> March between Unite and the Clerk and Chairman before determining any further response to the Trade Union.
- iii) The salary increase of the SWC Manager to £20,425 per annum to commence on 4<sup>th</sup> April 2011 be APPROVED.
- iv) Due to budgetary constraints and the cost of employing consultants for a subsequent exercise, members felt in the current economic climate it was not prudent to undertake any pay and grading exercise at present.