

**HORDEN PARISH COUNCIL**  
**Minutes of Meeting held 7<sup>th</sup> April 2011**

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

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

**Also Present:** Inspector D Coxon, PCSO S Willis, Mr R Cornwell – Street Warden

**HPC** **Apologies for Absence.**

**10/11/147** **RESOLVED:** Apologies RECEIVED and approved for G Jones, T Jones and W Smith

**HPC** **Minutes of the Meeting of Horden Parish Council held 3<sup>rd</sup> March 2011**

**10/11/148** **RESOLVED:** That the minutes be confirmed as a correct record to be signed by the  
 Chairman.

**HPC** **Matters Arising – Clerk’s Report.**

<b>10/11/149</b>	<b>P&amp;C 10/11/068</b>	<b>Parks and Cemetery Manager’s Report</b> - The Clerk had written to Cotsford Park Infants Schools and the Parks and Cemetery Manager had placed a notice in the Memorial Park with regard to the clock.
	<b>P&amp;C 10/11/073</b>	<b>County Durham Pitch and Outdoor Sports Study</b> – The Clerk had submitted the member’s response to Durham County Council.
	<b>P&amp;C 10/11/075</b>	<b>Christmas Tree Lighting Service 2011</b> – The Clerk had written to Horden schools and is awaiting responses. Cotsford Junior School had expressed an interest in becoming involved.
	<b>F&amp;GP 10/11/162</b>	<b>Cotsford Lane Parking Restrictions</b> – The Clerk had written to Durham County Council and is awaiting a response.
	<b>HPC 10/11/141</b>	<b>Job centre Plus Outreach Project</b> - The Clerk had taken receipt of a new letting agreement with Job Centre Plus with regard to the revised terms agreed. There had been expressions of interest from another organisation with regard to the office space.
	<b>HPC 10/11/142</b>	<b>Big Spring Clean 2011</b> – The Clerk had provided the Residents Associations and Horden In Bloom with the information regarding the spring clean.

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

**HPC** **Items Tabled for Information.**

**10/11/150** **Hartlepool Mail**

Wednesday 23.02.11 – “Horden washes out”  
 Wednesday 23.02.11 – “Vandals blamed for nursery fire”  
 Friday 25.02.11 – “Hardy to home in on return”  
 Sunday 05.03.11 – “Horden’s 20-point cushion”  
 Sunday 05.03.11 – “Horden Catholic”  
 Friday 11.03.11 – “Horden look to keep hold of fifth”  
 Friday 11.03.11 – “Brain’s Horden boys try to restore some honour”  
 Monday 14.03.11 – “Horden clinch the colliery honours”  
 Monday 14.03.11 – “Clubs make real splash”  
 Wednesday 16.03.11 – “Homes to be modernised”  
 Wednesday 16.03.11 – “Fire-hit home could be demolished”  
 Wednesday 16.03.11 – “Man denies sex attack on OAP”  
 Friday 18.03.11 – “Horden face rivals Seaham”

Friday 18.03.11 – “Meet your local bobby”  
 Saturday 19.03.11 – “Luncheon club awards medal”  
 Wednesday 23.03.11 – “Speak out”  
 Wednesday 23.03.11 – “Pact venue change”  
 Wednesday 23.03.11 – “So good he visited twice!”  
 Friday 25.03.11 – “Horden boss to keep faith”  
 Friday 25.03.11 – “Horden set for big test”  
 Tuesday 29.03.11 – “Chance to see police”  
 Tuesday 29.03.11 – “Regional title up for grabs”

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

**HPC**  
**10/11/151**

**Police Report.**

The Chairman welcomed Inspector D Coxon and PCSO S Willis to the meeting who reported on incidents covering 3<sup>rd</sup> March to 6<sup>th</sup> April 2011.

Recorded incidents in Horden	361
Burglary	9
Vehicle Crime – theft of	
Vehicle Crime – theft from	2
Thefts	20
Rowdy, Nuisance Behavior	64
Criminal Damage	17

There were 10 Recorded incidents for Grants Houses.

Inspector D Coxon introduced himself to the meeting and informed Members that his was particularly interested in the areas of policing that dealt with the victims of crime and anti-social behaviour.

Councillor Connor enquired about the recent arson attacks in the village and enquired whether the culprits had been apprehended. Inspector Coxon advised the PSCOs had identified the individuals who had caused the arson in Eden Street Court and this was currently being dealt with. Councillor Connor also referred to the incident in the MUGA Pitch at the Welfare Park at the way the Officer had dealt with the issue. Inspector Coxon stated he had tasked Officers to get as many names as possible for such incidents to enable these issues of anti-social behaviour to be dealt with.

Councillor Lavery stated that there was an issue with youths aged between 9 and 16 drinking in the park, playing football in the flower beds and throwing things at passing cars and nearby houses. Inspector Coxon said he would ensure this area was regularly checked.

The Chairman thanked Inspector Coxon for attending the meeting.

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

**HPC**  
**10/11/152**

**Public Participation.**

There were no members of the public present.

**PARKS AND CEMETERY COMMITTEE**  
**Minutes of Meeting held 7<sup>th</sup> April 2011**

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

**P&C** **Parks & Cemetery Manager's Report.**  
**10/11/076** The report previously circulated covered the period 21<sup>st</sup> February to 27<sup>th</sup> March 2011. A Member enquired whether it would be possible to put a leaflet drop in the streets in the vicinity of Memorial Park giving details of contact numbers for anti-social behaviour.

**RESOLVED** that:-

- i) the information given, be NOTED;
- ii) a leaflet drop be carried out.

**P&C** **Damage/Incident Reports.**  
**10/11/077** The Clerk advised Members of the following damage/incident reports:-

- |          |          |   |
|----------|----------|---|
| 01.03.11 | Incident | Two men in a Ford Estate car parked in the Social Welfare Centre car park near to the park gates at 6pm. Observed completing suspected drug deals for ten minutes then car left. Due to previous advice by local police, the police were not informed at the time and have advised that any details taken should be passed on when beat officers visit the SWC. Registration and make of car was taken and passed on to beat officers some days later.  |
| 25.03.11 | Damage   | Damage in the Memorial Park / Church Green. Coping stone pulled off Church Green wall. In the Memorial Park, fence panel pulled off and small tree pulled out. Group of youths/men were spotted on Friday 25/03/11 drinking outside of the Memorial Park and on Church Green matching the description of the group of youths/men causing trouble in the Welfare Park. Police notified at 10am on Monday 28/03/11 upon inspection. Wall and fence repaired. Tree replanted.  |
| 25.03.11 | Damage   | Welfare Park MUGA. 1:45pm. Group of twelve youths and young men (early 20's) drinking alcohol. Refused to stop drinking upon request and became rowdy and abusive. Police were called and one officer attended the scene, Officer did not consult or otherwise speak with staff and spoke to the group. Police officer left without confiscating alcohol or dispersing the group. The group stayed in the park for at least an hour which resulted in cans, bottles and other rubbish being left and flowerbeds being trampled, as well as rowdy nuisance impacting other users of the park. It is understood that subsequently, this group then relocated to Blackhall later on Friday afternoon which was subject to substantial levels of anti-social behaviour on that day. |

**RESOLVED:** that

- i) the information given, be noted;
- ii) an item be placed on the agenda to discuss no alcohol in the Welfare Park.

- P&C**      **Stapylton Drive MUGA.**  
**10/11/078** The Clerk advise Members that he had signed the transfer documents last week for the MUGA Pitch and was awaiting the Certificate of Completion once this was received together with the drawings a planning application would be submitted. If the planning application was successful then the funding for the scheme from the AAP would be transferred to the Parish Council in order to fund the project.  
**RESOLVED:** that the information given, be NOTED.
- P&C**      **Horden Heritage Society.**  
**10/11/079** Members gave consideration to correspondence received from Horden Heritage Society regarding the re-siting of the Pit Wheel. The Clerk advised that the Pit Wheel was not in the Parish Council's ownership. Members felt that this issue should be looked at in conjunction with the building of the Railway development.  
**RESOLVED** that the Clerk advise the Heritage Society that the Parish Council would give this issue further consideration when the opportunity arises.
- P&C**      **Durham County Council Sport and Leisure Strategy.**  
**10/11/080** Members gave consideration to Durham County Council's Sport and Leisure Strategy Action Plan which had been previously circulated.  
**RESOLVED** that the action plan be NOTED.
- P&C**      **Horden RFU.**  
**10/11/081** Members gave consideration to correspondence received from Horden RFU who were requesting a copy of the agreement between CISWO and the Parish Council, and that the Parish Clerk be delegated by the Parish Council to be the responsible/accountable for fund raising for the re-development of the no. 2 pitch. The Clerk advised he would supply the Rugby Club with a copy of the agreement.  
**RESOLVED:** that  
i)            the information given, be NOTED;  
ii)           the request from the Rugby Club that the Clerk be delegated responsible to raise fund for the re-development of the no. 2 pitch be not acceded to.
- P&C**      **Welfare Park MUGA Pitch.**  
**10/11/082** Members gave consideration to correspondence received from a resident regarding dogs in the Welfare Park. The Parks and Cemetery Manager advised on procedures currently in place.  
**RESOLVED:** that as the complainant had not left any contact details then the Clerk would respond to her when she contacted the Parish Council again.

**FINANCE AND GENERAL PURPOSES COMMITTEE**  
**Minutes of Meeting held 7<sup>th</sup> April 2011**

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

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

**Apologies:** Councillors G Jones, T Jones and W Smith

**F&GP 10/11/171** **Parish Council Financial Status – Bank Balances.**  
 The Clerk reported the bank balances as at 31/03/2011 being £370,906.77  
**RESOLVED:** That the information be NOTED.

**F&GP 10/11/172** **Income and Expenditure Report to 28/02/2011.**  
 The report was circulated at the meeting.  
**RESOLVED:** That the report be NOTED.

**F&GP 10/11/173** **Cash Cheques.**  
 The Clerk advised that there were no cash cheque required for this month.  
**RESOLVED:** that the information given, be NOTED.

**F&GP 10/11/174** **Bank Transfer.**  
 The Clerk informed Members that the transfer for March was £29,418.61.  
**RESOLVED:** To ENDORSE transfers.

**F&GP 10/11/175** **Invoices for endorsement for payment**  
**RESOLVED:** To ENDORSE the following invoices for payment:

SUPPLIER	DATE	DESCRIPTION	AMOUNT	CHEQUE NO/DD
Alan Wood Painting & Decorating	22.03.11	Decorating meeting room	460.00	310741
Angel	28.02.11	Rent Water Cooler	28.76	310748
Ashley Gases Ltd	04.04.11	CO2	27.54	DD
A.F.K Carpet & laminate	01.04.11	Carpet fitting	760.00	310759
BOC	28.02.11	CO2 Monitor	27.78	DD
BOC	31.03.11	CO2 Monitor	22.78	DD
Booker	08.03.11	Bar Supplies	149.02	DD
British Gas	09.03.11	Electricity – HCW AFC	120.59	DD
British Gas	09.03.11	Electricity - Works Building	188.99	DD
British Gas	09.03.11	Electricity - Cemetery	6.48	DD
British Gas	09.03.11	Electricity - Welfare Ground	141.23	DD
British Gas	09.03.11	Electricity – SWC	357.26	DD
British Gas	09.03.11	Electricity – Comm Pavilion	12.99	DD
British Gas	09.03.11	Electricity - Memorial Park	15.18	DD
Co-operative Bank	03.03.11	Bank Charges - February	48.76	DD
County Training P'ship	25.03.11	Data Protection Training	30.00	310749
Craggs Bakery	10.03.11	Buffet for 15	34.50	310750
Diesels TVC	01.02.11	Belt	180.00	310751
Diesels TVC	31.03.11	Vehicle Service/Repairs	462.00	310752
Diesels TVC	31.03.11	Ride-On Service	192.00	310752
Durham County Council	01.03.11	Puncture Repair	54.65	310753
Durham County Council	25.03.11	Lift Service	56.08	310753
First Waste	31.03.11	Skip Hire – Cemetery	135.00	310754
Groundforce Shorco	08.03.11	Cylinders	492.00	310755
Harbro Electrical Ltd	23.03.11	Light Switches	9.78	310756
Homecare	04.03.11	DIY supplies	38.97	310757
ICCM	01.04.11	ICCM Membership	90.00	310758
ITC	31.03.11	Internet	42.00	DD
Innerglass Limited	04.03.11	Cleaning Products	229.90	310760
Leamside Nurseries	22.03.11	Plants x2	20.00	310761
Lloyd	23.03.11	Belt	48.12	310762
Machine Mart	04.03.11	Generator	251.98	310763
Machine Mart	23.03.11	Equipment/Tools	251.79	310763
Mastercopy	17.02.11	Cost per copy	146.45	310764
Mastercopy	08.03.11	Konica C253 Waste Toner	34.80	310764

Mastercopy	17.03.11	Cost per copy	134.38	310764
Maxwells DIY	30.03.11	DIY Supplies	31.45	310765
Molson Coors	04.03.11	Bar Supplies	323.39	DD
Molson Coors	11.03.11	Bar Supplies	388.82	DD
Molson Coors	18.03.11	Bar Supplies	980.03	DD
NEREO	01.04.11	Advisory Service	327.60	310766
NTE Limited	01.03.11	Telephone	81.13	DD
Protec Direct	17.03.11	Clothing	117.55	310767
Shell	02.03.11	Fuel	132.83	DD
Shell	22.03.11	Fuel	142.56	DD
Shell	02.04.11	Fuel	280.23	DD
S & N Workwear	28.03.11	Clothing – Park/SWC	307.56	310775
Spaldings	22.03.11	Litterpickers/Forks/Spades	152.77	310768
The Conflict Training Co	16.03.11	Conflict Management Training	954.00	310769
TJ's Heating & Home Impro	17.03.11	Service – Combi & Fire (Seventh Street)	60.00	310770
TJ's Heating & Home Impro	17.03.11	Service – Cemetery House Combi	50.00	310770
TJ's Heating & Home Impro	17.03.11	Football stadium showers mixer	190.00	310770
TJ's Heating & Home Impro	28.03.11	Replace Tab & Ballcock – New Pavilion	145.00	310770
TJ's Heating & Home Impro	22.03.11	Combi/Fire Services – Park House/Café/Bungalow	150.00	310770
Total Gas & Power	02.04.11	SWC Gas – 31.12.10 – 31.03.11	4434.72	DD
Treasured Memories Ltd	18.03.11	Memorial Wall Plaque	73.44	310771
Treasured Memories Ltd	25.03.11	Memorial Wall Plaque	143.22	310771
Viking Direct	28.02.11	Self ink	55.18	310772
Viking Direct	17.03.11	Stationery & Stamps	63.61	DD
Vodaphone	14.03.11	Mobile Phones	134.98	DD
Wearside Contractors	31.03.11	Welfare House Refurbishment	11151.97	310773
Wilf Husband	16.03.11	Topsoil /Plainings	614.40	310774
		<b>Invoice Total for March</b>	<b>£26788.20</b>	

**F&GP 10/11/176** **Members/Officers Allowances.**  
The Clerk advised he had a travel claim for £138.70.  
**RESOLVED:** That the payments be ENDORSED.

**F&GP 10/11/177** **Social Welfare Centre Sub-Committee – 24<sup>th</sup> March 2011.**  
**RESOLVED:** that the minutes be NOTED.

**F&GP 10/11/178** **Local Council Section 106 Issues.**  
Members gave consideration to copy correspondence received from Durham County Council via CDALC detail issues regarding Section 106 Agreements.  
**RESOLVED:** that the information given, be NOTED.

**F&GP 10/11/179** **HMRC Mileage Rate Review 2011.**  
Members gave consideration to mileage rate review from HMRC for 2011/12 which had been previously circulated.  
**RESOLVED:** that the information given, be RECEIVED.

**F&GP 10/11/180** **Durham Miners Gala Brochure Advertisement 2011.**  
Members gave consideration to placing an advertisement in the brochure for the 2011 Durham Miners Gala. The Assistant Clerk advised that the Parish Council put in a quarter page advertisement last year.  
**RESOLVED:** that a quarter page advertisement be placed in line with last year's advertisement.

**F&GP 10/11/181** **Castle Eden Estates Allotment Lease Review.**  
The Clerk advised Members of correspondence received from Strutt and Parker regarding the allotment site lease review. There was an increase from £1235 per annum to £1435.  
**RESOLVED** that the Chairman and Clerk be AUTHORISED to sign the lease on behalf of the Parish Council.

- F&GP** **Memorial Park Clock.**  
**10/11/182** Members gave consideration to a quotation received for the repair works for the Memorial Park Clock in the sum of £3340 plus additional costs for hire of a hoist which would be approximately £500/£600.  
**RESOLVED:**  
 i) to obtain costings for a new clock/mechanism and fitting;  
 ii) to seek clarification for the costings in the quotation already received.
- F&GP** **Welfare House Covenant Restriction.**  
**10/11/183** The Clerk outlined to Members the various options for Welfare House and the possible removal of the covenant.  
**RESOLVED:** that the Clerk enquire whether any member of staff would be interested in renting the property.
- F&GP** **Thank You Letter – Cotsford Infants School.**  
**10/11/184** Members gave consideration to correspondence received from Cotsford Infants School expressing their thanks and appreciation for the recent visit to the Heritage Centre.  
**RESOLVED:** that the information given, be NOTED.
- Councillor Connor declared a personal and prejudicial interest as she is related to the applicant. Councillor Connor left the meeting and Councillor Phillips took the Chair.***
- F & GP** **Donation Request: Clayport Supernova Group.**  
**10/11/185** Members gave consideration to a request received from Clayport Supernova Group for a donation.  
**RESOLVED:** that a donation not be granted as there were similar facilities had just been put in the village recently.
- Councillor Connor returned to the meeting and took the Chair.***
- F & GP** **Donation Request: Haswell and District Mencap.**  
**10/11/186** Members gave consideration to a request received from Haswell and District Mencap for a donation.  
**RESOLVED:** that a donation of £250 be granted under Section 145 of the 1972 Act.
- F & GP** **Donation Request: Horden Mechanics Social Club.**  
**10/11/187** Members gave consideration to a request received from Horden Mechanics Social Club for a donation.  
**RESOLVED:** that a donation of £500 be granted under Section 145 of the 1972 Act.
- F & GP** **Proposed Planning Applications.**  
**10/11/188** **PL/5/2011/0096** – Proposed reduction in size of rear extension and re-positioning of front windows at 47 Sunderland Avenue for Mr P Crook.  
**RESOLVED:** that the information given, be NOTED.

**FULL PARISH COUNCIL**  
**Minutes of Meeting held 7<sup>th</sup> April 2011**

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

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

**Apologies:** Councillors G Jones, T Jones and W Smith

***G Crute, Assistant Clerk declared a prejudicial interest and left the meeting as she is a member of staff. Councillor Connor declared a personal and prejudicial interest as she is related to a Member of staff.***

**HPC** **Minutes of the Meeting of the Personnel Sub-Committee held on 9<sup>th</sup> March 2011.**  
**10/11/153**

**RESOLVED:** that reference be made with regard to the post of Parks and playing Field Supervisor for the post title to remain until such a time as the post became vacant ; whereupon it would be changed from "supervisor" to "team leader".

**HPC** **Councillor G Jones.**  
**10/11/154** Members gave consideration to correspondence received from Councillor G Jones

**RESOLVED:** that

- i) Councillor Jones apologies be accepted for the next 6 months due to his ill-health;
- ii) the Clerk write to Councillor Jones enquiring after his health and advising his apologies had been accepted and requesting if he required a further extension of absence he write in again.

**HPC** **Councillor D Maddison.**  
**10/11/155** Members gave consideration to correspondence received from Councillor D Maddison regarding his resignation as an elected member to Horden Parish Council.

**RESOLVED:** that

- i) Councillor Maddison's resignation be ACCEPTED;
- ii) the casual vacancy be NOTED;

**HPC** **County Durham Partnership Newsletter.**  
**10/11/156** Members gave consideration the County Durham Partnership Newsletter.

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

**HPC** **Durham County Council Overview and Scrutiny Review of AAPs**  
**10/11/157** The Clerk advised Members on the County Council's Overview and Scrutiny Review of AAPs and requested that Members advised him of any comments they may have on the East Durham AAP.

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

**HPC** **Golf Driving Range Planning Proposal.**  
**10/11/158** Members gave consideration to the report of the Clerk which had been previously circulated.

**RESOLVED:** that the report be submitted to the Planning Department at Durham County Council as a means of representation regarding the planning application.

**HPC** **National Association of Councillors Appointments.**  
**10/11/159** Members gave consideration to correspondence received from NAC regarding appointments to the positions of General Secretary and Director of Finance to the Association.

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

**HPC**  
**10/11/160** **St. Mary's Green Village Green Application.**  
 The Clerk advised members on the procedures necessary in applying for village green status.  
**RESOLVED** that:-  
 i) the information given, be NOTED;  
 ii) the Clerk progress the application to obtain village green status for Church Green

**HPC**  
**10/11/161** **Digital Durham Bid.**  
 Members gave consideration to the Digital Durham Event.  
**RESOLVED:** that the information given be NOTED and the Clerk send a letter of support.

**HPC**  
**10/11/162** **Exclusion of the Press and Public.**  
**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. The Assistant Clerk declared prejudicial interest as she was affected by the Job Evaluation.***

**HPC**  
**10/11/163** **NJC Job Evaluation.**  
 The Clerk provided an update from the meeting with a representative from the Union, Unite. The meeting was positive and that as approximately 60% of the staff were now members of the union, the staff could have official representation with regard to future workers council meetings.  
**RESOLVED:** for Horden Parish Council to formally recognise and welcome Unite in any future staff negotiations.

**HPC**  
**10/11/164** **Clerk's CiLCA Qualification.**  
 The Clerk advised that they had received feedback on the recent submission of their CiLCA portfolio, which has been returned for correction and resubmission on a small number of points.  
**RESOLVED:** to note the information.

**HPC**  
**10/11/165** **HCWAF C Issues.**  
 The Clerk updated Members on the current situation with HCWAF C since the last meeting. There had been no payment of the outstanding invoices from HCWAF C and the Clerk had issued the Club with a Notice to Quit.  
**RESOLVED:** that the action's of the Clerk be ENDORSED,

***The Clerk declared a prejudicial interest in the following item due to the nature of the complaint. The Clerk left the meeting.***

The Chairman advised Members that a letter of complaint had been received against the Clerk from HCWAF C. Members discussed the issues raised in the complaint and **RESOLVED** that

- i) there was no complaint to answer;
- ii) that the Chairman respond to the complainant advising them of the Parish Council's decision.

***The Clerk returned to the meeting.***