

**HORDEN PARISH COUNCIL**  
**Minutes of Meeting held 12<sup>th</sup> May 2011**

**Present:** Councillor J White (Chairman)  
 Councillors J Clark, M Clark, E Connor, W Hill, G Lavery, G Patterson, 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:** PCSOs N Holmes and S Bowman

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

**11/12/001** **RESOLVED:** Apologies RECEIVED and approved for R Brown, G Jones, T Jones and G Phillips

**HPC** **Minutes of the Meeting of Horden Parish Council held 7<sup>th</sup> April 2011**

**11/12/002** **RESOLVED:** That the minutes be confirmed as a correct record to be signed by the Chairman, subject to the inclusion of Mr R Cornwell, Street Warden in the attendance at the meeting.

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

<b>11/12/003</b>	<b>P&amp;C 10/11/076</b>	<b>Parks and Cemetery Managers Report</b> - The Parks and Cemetery Manager had conducted a leaflet drop regarding reporting of anti-social behaviour in the area surrounding the Memorial Park.
	<b>P&amp;C 10/11/078</b>	<b>Stapylton Drive Muga</b> – The Clerk is awaiting the certificate of ownership from Mortons solicitors before progressing with the planning application regarding the proposed fencing project.
	<b>P&amp;C 10/11/079</b>	<b>Horden Heritage Society</b> – The Clerk had written to Horden Heritage Society.
	<b>P&amp;C 10/11/081</b>	<b>Horden RFU</b> – The Clerk had written to Horden RFU.
	<b>P&amp;C 10/11/082</b>	<b>Welfare Park Muga Pitch</b> – The Clerk had written to the complainant after their contact details had been provided. No further enquiry has arisen.
	<b>F&amp;GP 10/11/180</b>	<b>Durham Miners Gala Brochure Advertisement 2011</b> – The advertisement has been arranged.
	<b>F&amp;GP 10/11/181</b>	<b>Castle Eden Estates Allotment Lease Review</b> – The lease has been signed, returned and renewed.
	<b>F&amp;GP 10/11/183</b>	<b>Welfare House Covenant Restriction</b> – The Clerk had written to staff to determine expressions of interest.
	<b>HPC 10/11/154</b>	<b>Councillor G Jones</b> - The Clerk had written to Councillor Jones.
	<b>HPC 10/11/158</b>	<b>Golf Driving Range Planning Proposal</b> – The Clerk had submitted the report to Durham County Council and is awaiting a date for the Planning application to be included in the next DCC Planning Committee Meeting.

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

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

**11/12/004** **Hartlepool Mail**

Tuesday 5 <sup>th</sup> April	“Five-star Comrades Labour to derby victory”
Tuesday 5 <sup>th</sup> April	“Young and Old Unite in Day of Action”
Thursday 7 <sup>th</sup> April	“Violinist has Royal Seal of Approval”
Wednesday 6 <sup>th</sup> April	“Police Nab Underage Drinkers”
Thursday 7 <sup>th</sup> April	“Wall is to come Down”
Tuesday 12 <sup>th</sup> April	“Rugby Club Chips in with Cash Help”
Monday 18 <sup>th</sup> April	“Karate with a Splash”
Tuesday 19 <sup>th</sup> April	“Expansion for Training Firm”

Saturday 23<sup>rd</sup> April "Community Spirit Blooms in Village"  
 Saturday 23<sup>rd</sup> April "Grass Fires"  
 Wednesday 27<sup>th</sup> April "Horden Need to Find Winning Touch"  
 Wednesday 27<sup>th</sup> April "Horden Cup of Cheer"  
 Wednesday 27<sup>th</sup> April "Crash Victim is Named"  
 Wednesday 4<sup>th</sup> May "Sofa set alight"  
 Thursday 5<sup>th</sup> May "Booze Blitz a Success"  
**RESOLVED:** that the information, be NOTED.

**HPC****11/12/005****Police Report.**

The Chairman welcomed to the meeting who reported on incidents covering the period 7<sup>th</sup> April – 5<sup>th</sup> May 2011.

Recorded incidents in Horden	343
Burglary	3
Vehicle Crime – theft of	1
Vehicle Crime – theft from	0
Thefts	6
Rowdy, Nuisance Behavior	123
Criminal Damage	21

There were 10 Recorded incidents for Grants Houses. Councillor J Clark expressed her thanks to the PCSO for the quick action on information that they had received.

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

**HPC****11/12/006****Public Participation.**

There were no members of the public present.

**PARKS AND CEMETERY COMMITTEE**  
**Minutes of Meeting held 12<sup>th</sup> May 2011**

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

**P&C 11/12/001** **Minutes of the Meeting of the Parks and Cemetery Committee held 14<sup>th</sup> April 2011.**

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

**P&C 11/12/002** **Parks & Cemetery Manager's Report.**

The report previously circulated covered the period 28<sup>th</sup> March to 26<sup>th</sup> April 2011. The Parks and Cemetery Manager explained how the current tractor used in the cemetery was broken being economical repair and it was essential that a new tractor was purchased in order for graves to be dug. He also reported that he had been able to negotiate with suppliers for training of staff to enable them to service the new tractor which would in turn reduce costs. The Clerk advised that this purchased could be met from Council reserves.

**RESOLVED** that:-

- i) the information given, be NOTED;
- ii) that quotes be obtained for new windows to the bowls tea room;
- iii) a new tractor be purchased in the sum of £24,000 and the training of staff to service the tractor be undertaken.
- iv) DCC are contacted to remove the grit bins still deployed.

**P&C 11/12/003** **Damage/Incident Reports.**

The Clerk advised Members of the following damage/incident reports:-

14.04.11	Incident	When locking the Memorial Park two members of staff asked approximately 10 youths to leave the Park on doing so they were verbally abused and items were thrown at them. The youths eventually left the Park. When the staff left the Park they saw 2 PCSOs and a Street Warden and advised them of the incident, they walked away saying they'd had the same trouble. Police notified. The Clerk also raised concerns about the response of the PCSOs and Street Wardens with the appropriate partner organizations. The Clerk advised Members of the response he received.
02.05.11	Incident	After receiving a call regarding youths hacking divots out of the football and cricket pitches the Parks and Playing fields Supervisor tried to contact the Street Wardens but was unable to. He then proceeded to remove the youths - two were compliant but the third was aggressive and threatening. Eventually the youths were removed. Details were left with the Wardens but no response was received. The Police were informed and stated they would show a presence in the Park, however, as the youths had left this was felt unnecessary. The Parks and Playing Fields Supervisor was advised to contact them again if he had any further problems. Divots replaced.

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

***Councillor E Connor declared a personal interest as she is a member of the HYCC Management Committee***

- P&C** **Third Street Allotment Proposal.**  
**11/12/004** Members gave consideration to the proposal for Third Street Allotment.  
**RESOLVED:** that to APPROVE the Licence for Third Street Allotment for Horden Youth and Community Centre.
- P&C** **Love Parks Week 2011.**  
**11/12/005** Members gave consideration participating in the Love Parks Week 2011 which would take place 23<sup>rd</sup> to 31<sup>st</sup> July this year.  
**RESOLVED** that the Parish Council takes part, subject to no additional expenditure being incurred.
- P&C** **Cemetery Rules.**  
**11/12/006** Members gave consideration to updating the Cemetery Rules, a copy of which had been circulated.  
**RESOLVED** that rules be updated to include the follow:-  
*Horden Parish Council does not enable members of the public to reserve plot spaces prior to internment. This has enabled the cemetery to remain open for a longer period of time and allows for burials as and when they are required.*
- P&C** **Welfare Park Cycling Lanes.**  
**11/12/007** Members gave consideration to the possible inclusion of cycling lanes in the Welfare Park.  
**RESOLVED:** that cycle lanes be included, where the paths were wide enough.
- P&C** **Welfare Park DPPO.**  
**11/12/008** The Clerk advised Members on the procedure to apply for a Designated Public Place Order in the Welfare Park.  
**RESOLVED:** that the Clerk apply for a DPPO in the Welfare Park

**FINANCE AND GENERAL PURPOSES COMMITTEE**  
**Minutes of Meeting held 12<sup>th</sup> May 2011**

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

**F&GP 11/12/001** **Parish Council Financial Status – Bank Balances.**  
 The Clerk reported the bank balances as at 30/04/2011 being £569,002.03  
**RESOLVED:** That the information be NOTED.

**F&GP 11/12/002** **Income and Expenditure Report to 31/03/2011.**  
 The report was circulated at the meeting.  
**RESOLVED:** That the report be NOTED.

**F&GP 11/12/003** **Cash Cheques.**  
 The Clerk requested a cash cheque totaling £210 for May (£150 SWC and £60 Cemetery) be endorsed for payment.  
**RESOLVED:** To ENDORSE cheques for payment.

**F&GP 11/12/004** **Bank Transfer.**  
 The Clerk informed Members that the transfer for April was £.41,703.28.  
**RESOLVED:** To ENDORSE transfers.

**F&GP 11/12/005** **Invoices for endorsement for payment**  
**RESOLVED:** To ENDORSE the following invoices for payment:

SUPPLIER	DATE	DESCRIPTION	AMOUNT	CHEQUE NO/DD
A1 Trophies & Engraving	18.04.11	Sports Area Sign	58.20	310783
Angel Springs Ltd	31.03.11	Rent Water Cooler – March	28.76	310784
Angel Springs Ltd	30.04.11	Rent Water Cooler – April	28.76	310505
Baker Ross	18.04.11	Craft Supplies	281.68	310785
BOC	30.04.11	CO2 Monitor	27.78	DD
British Gas	12.04.11	Electricity – HCW AFC	63.69	DD
British Gas	12.04.11	Electricity - Works Building	232.92	DD
British Gas	12.04.11	Electricity – Cemetery	173.62	DD
British Gas	21.04.11	Electricity - Welfare Ground	43.26	DD
British Gas	12.04.11	Electricity – SWC	417.56	DD
British Gas	12.04.11	Electricity – Comm Pavilion	20.11	DD
British Gas	21.04.11	Electricity - Memorial Park	13.77	DD
Co-operative Bank	01.04.11	Bank Charges – March	42.48	DD
The Co-Op Bank	03.05.11	Bank Charges – April	40.09	DD
Durham County Council	31.03.11	Repair Water Pump Ignition	20.70	310788
Durham City Paint&Wallpapers	07.04.11	Paint/Brushes/Turps	31.80	310787
Durham Miners Gala Fund	27.04.11	Gala Brochure Advert 2011	75.00	310786
Great Aycliffe Town Council	27.04.11	Dog Bags	85.44	310789
Greenspace Forum Ltd	19.04.11	Membership 11/12	180.00	310790
Harbro Electrical Ltd	06.04.11	Light Bulbs	14.76	310791
Harbro Electrical Ltd	01.04.11	Lighting	288.37	310791
ITC	30.04.11	Internet	42.00	DD
Iris Business Solutions	03.05.11	Payroll – 2011/12	300.00	310792
Macdonald Martin Ltd	14.04.11	Fire Exting Service – Cemet	129.84	310793
Macdonald Martin Ltd	14.04.11	Fire Exting Service – Wks Bldg	170.04	310793
Macdonald Martin Ltd	14.04.11	Fire Alarm Service – Café	94.80	310793
Macdonald Martin Ltd	14.04.11	Fire Exting Service – Café	51.72	310793
Macdonald Martin Ltd	14.04.11	Fire Alarm Service – Stadium	144.00	310793
Macdonald Martin Ltd	14.04.11	Fire Exting Service – Grandst	69.72	310793
Macdonald Martin Ltd	14.04.11	Fire Exting Service – Cricket	38.52	310793
Macdonald Martin Ltd	14.04.11	Fire Exting Service – W’shop	90.00	310793
Macdonald Martin Ltd	14.04.11	Fire Exting Service – S’land Rd	28.92	310793
Macdonald Martin Ltd	14.04.11	Fire Exting Service – Mem Pk	28.92	310793

Macdonald Martin Ltd	14.04.11	Fire Exting Service – Bowls	195.24	310793
Macdonald Martin Ltd	14.04.11	Fire Exting Service – SWC	216.24	310793
Macdonald Martin Ltd	14.04.11	Fire Alarm Service – SWC	113.40	310793
Mastercopy	21.04.11	Cost per Copy & IT Support	188.65	310506
Maxwells DIY	30.04.11	Paint & Brushes	48.12	310794
Molson Coors	08.04.11	Bar Supplies	579.74	DD
Molson Coors	28.04.11	Bar Supplies	1006.62	DD
NEREO	26.04.11	CRB Check	51.20	310795
H Nordstrom & Son	31.03.11	Fence Stakes	59.70	310796
H Nordstrom & Sons	30.04.11	9 x Hardwood Blocks	216.00	310796
NTE Limited	01.04.11	Telephones	80.12	DD
NTE Limited	01.05.11	Telephones	82.81	DD
Rickerby Ltd	21.04.11	Labour – Repairs Ransome	288.00	310797
Rickerby Ltd	21.04.11	Parts – Repairs Ransome	927.25	310797
Ribgy Taylor	03.04.11	Top Dressing/Fertilizer	336.90	310799
Shell	17.04.11	Fuel	329.37	DD
Shell	02.05.11	Fuel	306.26	DD
T J's Heating & Home Improv	08.04.11	Supply/Fit Water Pump Combi – Welfare House	240.00	310800
Upnorth Cooling Ltd	01.04.11	Refrigeration Maint. Contract	114.00	310501
Viking Direct	29.03.11	Box Files/Laminating Pouches	44.27	310502
Wilf Husband	19.04.11	Top Soil – 3 <sup>rd</sup> Street Allotment	384.00	310503
Zurich Management Srvs	11.05.11	LCAS Membership 11/123	174.00	310507
		<b>Invoice Total for April</b>	<b>£9339.12</b>	

**F&GP 11/12/006** **Members/Officers Allowances.**  
The Clerk advised he had received a mileage claim from Ms J Clark and a participation claim for Councillor G Lavery totaling £571.63.  
**RESOLVED:** That the payments be ENDORSED.

**F&GP 11/12/007** **Social Welfare Centre Sub-Committee – 21<sup>st</sup> April 2011.**  
**RESOLVED:** that the minutes be NOTED.

**F&GP 11/12/008** **Memorial Park Clock.**  
The Assistant Clerk updated Members on the quotation for the additional works for the Memorial Park Clock. These works would cost an additional £1650 and would mean the all of the clock would be new.  
**RESOLVED:** that the quotation in the sum of £4990 plus VAT which included the additional works be APPROVED.

**F&GP 11/12/009** **SLCC Regional Conference.**  
Members gave consideration to the attendance of the Clerk at above Conference to be held at the Cedar Court Hotel, Harrogate on 9<sup>th</sup> June 2011 at £65 plus VAT.  
**RESOLVED:** that the Clerk be AUTHORISED to attend the above event.

**F&GP 11/12/010** **Common Land Training.**  
Members gave consideration to the attendance of the Clerk at above training event to be held at the Village Hotel, Newcastle on 4<sup>th</sup> July 2011 at £95 plus VAT.  
**RESOLVED:** that the Clerk be AUTHORISED to attend the above event.

**F&GP 11/12/011** **Thank You Letter: Haswell and District Mencap.**  
Members gave consideration to correspondence received from Haswell and District Mencap thanking the Parish Council for their donation.  
**RESOLVED:** that the letter be RECEIVED and displayed on the noticeboard.

**F&GP 11/12/012** **Donation Request: The Samaritans.**  
Members gave consideration to a request for a donation from the Samaritans.  
**RESOLVED:** that a donation of £100 be granted under Section 137 of the LGA 1972.

**F&GP 11/12/013** **Donation Request: The Ark Toddler Group.**  
Members gave consideration to a request for a donation from The Ark Toddler Group.  
**RESOLVED:** that a donation of £60 be granted under Section 137 of the LGA 1972.

**F & GP** **Proposed Planning Applications.**

- 11/12/014 PL/5/2011/0116** - Proposed part change if use to café/takeaway and youth community engagement at the Centrefield Pavilion, Sunderland Road playing fields for Mr. D Robinson. (Retrospective)
- PL/5/2011/0169** – Front bay window at “Roselyn”, Windsor Terrace.
- PL/5/2011/0135** – Rear extension and private garage at 8 Morpeth Street for Mrs. B Leech.
- PL/5/2011/0150**– Rear extensions and front canopies at 1,3,4,6,7,9,10,16,22,40,42,46,48 and 50, Durham Avenue for Accent Foundation.
- PL/5/2011/0151** – Rear extensions and front canopies at 1,3,5,19,33,41,45 and 49, Newcastle Avenue for Accent Foundation.
- PL/5/2011/0149**– Rear extensions and front canopies at 1,2,4,9,10,11,14,21,23,24,27,29,42,43,44,47,50,52,55 and 58, Sunderland Avenue for Accent Foundation.
- PL/5/2011/0148**– Rear extensions and front canopies at 2,3,5,8,9,11,12,13,15,16,17,19,21,23,24,28,32,39,43,44,49 and 51, Northumberland Street for Accent Foundation.
- PL/5/2011/0143** – Rear extensions and front canopies at 8 and 12, north Avenue for Accent Foundation.
- PL/5/2011/0144** – Rear extensions and front canopies at 2,3,4 and 9, Hartlepool Avenue for Accent Foundation.
- PL/5/2011/0146** – Rear extensions and front canopies at 4 and 6 York Avenue for Accent Foundation.
- PL/5/2011/0145** – Rear extensions and front canopies at 7, 9 and 12 Stockton Avenue for Accent Foundation.
- PL/5/2011/0147**– Rear extensions and front canopies at 1,2,3,8,9 and 11, Darlington Avenue for Accent Foundation.

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

**FULL PARISH COUNCIL**  
**Minutes of Meeting held 12<sup>th</sup> May 2011**

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

**HPC** **Parish Council Member Vacancy.**  
**11/12/007** Members' gave consideration to the verbal update of the Clerk, that there had been no request for an election so the next step would be co-option.  
**RESOLVED:** that the Clerk progress the matter and clarification be sought as to whether co-opted Members were entitled to participation payments.

**HPC** **County Durham Plan Consultation.**  
**11/12/008** Members gave consideration to the County Durham Plan Consultation and gave consideration to the nomination of representatives to attend consultation events on behalf of the Parish Council.  
**RESOLVED:** that Councillor J White and the Clerk be the Parish Council's nominated representatives.

**HPC** **Chairman's Events Report 2010/11.**  
**11/12/009** Members gave consideration to the Chairman's Events report for the previous year. Members thanked the Chairman for all the events she attends on behalf of the Parish Council.  
**RESOLVED:** that the information given, be NOTED.

**HPC** **Authorised Signatories.**  
**11/12/010** Members gave consideration to the authorised signatories which had been previously circulated.  
**RESOLVED:** that the authorised signatories list be AUTHORISED.

**HPC** **Personnel Sub-Committee Meeting.**  
**11/12/011** The Clerk advised Members that a Personnel Sub-Committee would need to be held in order to discuss policy development.  
**RESOLVED:** that a meeting of the Personnel Sub-Committee be held on Thursday 16<sup>th</sup> June at 3.00 pm.

**HPC** **Exclusion of the Press and Public.**  
**11/12/012** **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.

**HPC** **Staff Sickness Report 2011.**  
**11/12/013** Members gave consideration to the staff sickness report, which had been previously circulated.  
**RESOLVED:** that the information given, be NOTED.

**HPC** **HCW AFC Issues.**  
**11/12/014** The Clerk updated Members on matters that had taken place since the last meeting.  
**RESOLVED:** to NOTE the Clerk's update.