

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

**Present:** Councillor J White (Chairman)  
 Councillors R Bagnall, J Clark, M Clark, W Hill, 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, PC D Thompson, Mr D Robinson, Mrs M Hall

**HPC 11/12/026** **Apologies for Absence.**  
**RESOLVED:** Apologies RECEIVED and approved for Councillors E Connor, G Jones, G Lavery and G Patterson.

**HPC 11/12/027** **Minutes of the Meeting of Horden Parish Council held 9<sup>th</sup> June 2011**  
**RESOLVED:** that the minutes be confirmed as a correct record to be signed by the Chairman, subject to the amendment of HPC 11/12/009 – that PC Dave Robinson be changed to PC Dave Thompson.

**HPC 11/12/028** **Matters Arising – Clerk’s Report.**

<b>P&amp;C 11/12/015</b>	<b>Station Road Allotments</b> - The Clerk had contacted the Probation Service in order to arrange the litter pick.
<b>P&amp;C 11/12/016</b>	<b>Horden Colliery welfare Cricket Social Club</b> – The Clerk had written to the club regarding the externally sourced alcohol issue.
<b>P&amp;C 11/12/017</b>	<b>Durham County Council Cemetery Policy Consultation</b> – The Parks and Cemetery Manager had completed the questionnaire and feedback to DCC.
<b>HPC 11/12/021</b>	<b>Parish Council Member Vacancy</b> - The Clerk had written to Councillor Maddison requesting the pro rata reclamation of members allowance previously claimed.
<b>HPC 11/12/022</b>	<b>Horden Miners Banners</b> – The Clerk had written to the Banner Committee.
<b>HPC 11/12/023</b>	<b>DCLG Consultation: Planning for Traveller’s Sites</b> - The Clerk had submitted a response to the DCLG via NALC.
<b>HPC 11/12/024</b>	<b>Co-Option of Parish Councillor</b> – The Clerk had written to Mr Bagnall.

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

**HPC 11/12/029** **Items Tabled for Information.**  
**Hartlepool Mail**

Friday 27 <sup>th</sup> May 2011	“Car Ploughed into a Wall”
Friday 27 <sup>th</sup> May 2011	“Adelvin just the Phillip for Horden”
Friday 3 <sup>rd</sup> June 2011	“Adelvin is just Warming up to Life in Horden”
Wednesday 8 <sup>th</sup> June 2011	“Gently does it as an inspector calls”
Thursday 9 <sup>th</sup> June 2011	“Fraud Charges for 17”
Tuesday 14 <sup>th</sup> June 2011	“Crackdown on Motor Menaces”
Tuesday 14 <sup>th</sup> June 2011	“Old School Friends to meet Up After 60 Years Apart”
Monday 20 <sup>th</sup> June 2011	“Horden Lose Out in Rain-Hit League Match”
Tuesday 21 <sup>st</sup> June 2011	“Blast from the ‘80s”
Wednesday 22 <sup>nd</sup> June 2011	“Emotional Tribute to the Armed Forces”
Wednesday 22 <sup>nd</sup> June 2011	“Horden Reach the Last Eight of Hedworth Cup”
Thursday 23 <sup>rd</sup> June 2011	“Working to Help Youth”
Monday 27 <sup>th</sup> June 2011	“Horden Like the Bold Approach”
Wednesday 29 <sup>th</sup> June 2011	“Business Must Work Together”

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

**HPC**  
**11/12/030** **Police Report.** The Chairman welcomed to the meeting Sgt I Dickinson and PC D Thompson, who reported on incidents covering the period 1<sup>st</sup> June 2011 to 6<sup>th</sup> July 2011

<b>Police Report:</b>	
Recorded incidents in Horden	284
Burglary	1
Vehicle Crime – theft of	0
Vehicle Crime – theft from	0
Thefts	5
Rowdy, Nuisance Behavior	16
Criminal Damage	11

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

**HPC**  
**11/12/031** **Public Participation.** Mrs Mary Hall, Legionnaires Jazz Band, spoke on the achievements the Jazz Band had made over previous years and their efforts in raising funds for the Band to attend the world championships this year, and other events. They were hoping to raise funds through a Carnival of Jazz Bands on 24<sup>th</sup> July 2011 and were seeking the Parish Council's authority to have use of Sunderland Road Playing Fields for this event. The Clerk advised that this could not be discussed by the Parish Council under public participation but would, however, have it place on the agenda for the next available meeting.

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

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

- Present:** Councillor M Clark (Chairman)  
 Councillors R Bagnall, J Clark, W Hill, 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)
- Also Present:** Sgt I Dickinson and PC D Thompson
- Apologies:** Councillors E Connor, G Jones, G Lavery and G Patterson.

**P&C** **Parks & Cemetery Manager's Report.**

- 11/12/018** The report previously circulated covered the period 23<sup>rd</sup> May to 26<sup>th</sup> June 2011.  
**RESOLVED:** that the information given, be noted.

**P&C** **Damage/Incident Reports.**

- 11/12/019** The Clerk advised Members of the following damage/incident reports:-

11/12.06.11	Damage	Church Green – Corner of Church Green wall pulled down. Police informed.
13.06.11	Damage	Memorial Park – Approximately 80 plants pulled out of beds and strewn all over. Plants picked up. Police informed.
17.06.11	Damage	Memorial Park – Plants pulled out. Street Wardens informed.
27.06.11	Incident	Welfare Hall – Copper pipe stolen from rear of building. Replaced with plastic.

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

**P&C** **Flower and Vegetable Show 2011.**

- 11/12/020** The Clerk advised that the Flower and Vegetable Show would be held 25<sup>th</sup> to 27<sup>th</sup> August 2011 and was requesting assistance of Parish Councillors on behalf of the Show organisers.  
**RESOLVED:** that Councillor M Robinson and J White would attend on the Friday and Councillor J Clark on the Saturday.

**P&C** **Thorpe Road Cemetery.**

- 11/12/021** The Clerk updated Members on the current position with regards to Thorpe Road Cemetery. He advised that the planning application for the golf course had not been considered further by the County Council and as 6 months time will have elapsed since the previous resolution it was to be placed on the agenda for the September meeting.  
**RESOLVED** that the information given, be NOTED.

**P&C** **Stayplton Drive MUGA.**

- 11/12/017** The Clerk advised Members that the Transfer of the site had not been completed as the solicitors were awaiting Certificate of Ownership following the bankruptcy of McInerney Homes, and were dealing with the receivers to obtain this. The planning application was ready to be submitted and the funding from the AAP had been ring fenced so once the Transfer had taken place then things go progress further.  
**RESOLVED** that the information given, be NOTED.

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

**Present:** Councillor G Phillips (Chairman)  
 Councillors R Bagnall, J Clark, M Clark, W Hill, M Robinson, W Smith and E Wood  
**Staff:** Mr P Davison (Clerk) and Mrs G M Crute (Assistant Clerk)  
**Also** Sgt I Dickinson, PC D Thompson  
**Present:**  
**Apologies:** Councillors E Connor, G Jones, G Lavery and G Patterson.

**F&GP** **Parish Council Financial Status – Bank Balances.**  
**11/12/032** The Clerk reported the bank balances as at 30/06/2011 being £507,873.67  
**RESOLVED:** That the information be NOTED.

**F&GP** **Income and Expenditure Report to 31/05/2011.**  
**11/12/033** The report was circulated at the meeting.  
**RESOLVED:** That the report be NOTED.

**F&GP** **Cash Cheques.**  
**11/12/034** The Clerk requested a cash cheque totaling £230 for July (£30 Cemetery, SWC £100 and £100 Admin) be endorsed for payment.  
**RESOLVED:** To ENDORSE cheques for payment.

**F&GP** **Bank Transfer.**  
**11/12/035** The Clerk informed Members that the transfer for June was £35,524.31  
**RESOLVED:** To ENDORSE transfers.

**F&GP** **Invoices for endorsement for payment**  
**11/12/036** **RESOLVED:** To ENDORSE the following invoices for payment:

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Cheque No/DD
A1 Trophies & Engraving	15.06.11	Engraving Chair's Chain	7.50	310563
A1 Trophies & Engraving	29.06.11	Trophies In Bloom Competition	107.20	310563
Ashley Gases Ltd	24.05.11	CO2	17.94	310564
Ashley Gases Ltd	21.06.11	CO2	16.68	310564
Bookers	09.06.11	Sweets for Funday	49.67	DD
Bookers	24.06.11	Prizes for Funday	30.94	DD
Bookers	01.06.11	Bar Supplies	238.55	DD
Bookers	15.06.11	Bar Supplies	333.52	DD
Bookers	24.06.11	Bar Supplies	544.13	DD
BOC	30.06.11	CO2 Monitor	27.78	DD
British Gas	13.06.11	Electricity - HWCAFC	25.80	DD
British Gas	13.06.11	Electricity - SWC	314.33	DD
British Gas	13.06.11	Electricity - Welfare Ground	27.37	DD
British Gas	13.06.11	Electricity - Works Bldg/Cafe	195.31	DD
British Gas	13.06.11	Electricity - Cemetery	47.24	DD
British Gas	13.06.11	Electricity - Memorial Park	11.22	DD
British Gas	13.06.11	Electricity - Community Pavil	31.69	DD
Durham County Council	07.06.11	Trade Waste - SWC	510.00	310565
Durham County Council	21.06.11	Lift Service - SWC	57.48	310565
Durham County Council	28.06.11	Grease Cartridges/Bolts	49.51	310565
Ellis Whittam Ltd	23.06.11	New Employment Srvs (Yr2)	1269.60	310566
Ellis Whittam Ltd	01.06.11	Insurance - IPT	180.00	310566
Harbro Electrical	28.06.11	Electrical Supplies	709.32	310567
Horns Garden Centre	30.06.11	Plants & Manure	42.95	310568
Homecare	21.06.11	DIY Goods	35.27	310569
Innerglass Ltd	20.06.11	Banquet Roll	71.76	310570
Innerglass Ltd	20.06.11	Multi Surface Cleaner	7.01	310570
IOS	21.06.11	Stationery/Refuse Sacks	221.27	310571
IOS	28.06.11	Stationery	4.55	310571
ITC	30.06.11	Internet	42.00	DD
Lloyds	22.06.11	Tyres & Repairs Kubota	317.52	310572
Mastercopy	16.06.11	Cost per Copy	175.34	310573
Maxwells DIY	29.06.11	DIY Goods	79.13	310574

Molson Coors	01.07.11	Bar Supplies	766.46	DD
Molson Coors	17.06.11	Bar Supplies	1022.98	DD
Monk Hesleden PC	30.06.11	2 x Marquees	300.00	310575
MKM	24.06.11	Land Drains	69.10	310576
NTE Ltd	01.06.11	Telephones	81.37	DD
Regal Print Ltd	21.06.11	Newsletters	348.00	310577
Ron's Plumbing Service	05.07.11	Remove & Refit Waste Pipes	121.00	310578
Shell	17.06.11	Fuel	373.46	DD
Shell	02.07.11	Fuel	287.63	DD
Steron Locksmiths	01.06.11	Bullet Locks	23.86	310580
Steven Ellerby	09.05.11	Entertainment	205.00	310579
Symon of Edinburgh	24.06.11	Tablecloths	339.36	310581
TSL	21.06.11	Top Dressing & Seed	4914.00	310582
Vodafone	14.06.11	Mobile Phones	135.04	DD
Wilf Husband	14.06.11	Topsoil	192.00	310583
Zurich Insurance	17.06.11	Insurance Premium	16648.85	310584
		<b>Invoice Total for June</b>	<b>£31627.69</b>	

**F&GP 11/12/037** **Members/Officers Allowances.**  
The Clerk advised he had received participation claim for Councillor W Smith and travel expenses for himself totaling £1237.06  
**RESOLVED:** That the payments be ENDORSED.

**F&GP 11/12/038** **Social Welfare Centre Sub-Committee – 23<sup>rd</sup> June 2011.**  
**RESOLVED** that:-  
i) the information given, be NOTED;  
ii) SWC/11/12/012 – be APPROVED;  
SWC/11/12/016 – resolution be amended to include “the SWC Manager to contact CISWO to negotiate a fee for room hire”

**F&GP 11/12/039** **Authorised Signatory List.**  
Members gave consideration to the report of the Clerk, which had been previously circulated.  
**RESOLVED:** that the forms been completed once the current vacancy has been filled.

**F&GP 11/12/040** **Welfare House.**  
The Clerk advised Members that he had consulted with staff regarding the occupancy of the Welfare House and there had been no expressions of interest.  
**RESOLVED:** that the information given, be NOTED.

**F&GP 11/12/041** **Financial Regulations Update.**  
Members gave consideration to the report of the Clerk which had been previously circulated.  
**RESOLVED:** that the Scheme of Delegation and Financial Regulations be amended as follows:-  
i) to REMOVE, under the parish council’s Scheme of Delegation, page 41, Social Welfare Centre Sub-Committee, Delegated Authority s. v “To approve and authorise the rents and fees for persons using the facilities provided by the council”  
ii) to INCLUDE, under the parish council’s Scheme of Delegation, page 37, Clerk to the Council, Financial Matters s. x “To negotiate and authorise the rents and fees for persons using the facilities provided by the council, where required”  
iii) to INCLUDE under the parish council’s Financial Regulations on page 26, S 11 “Contracts” a new ss. 12.4 “Parish Council facilities shall be hired at the tariff set by the parish council at the time of the annual letting review. Any request for hiring at a reduced fee is at the discretion of the Clerk to the Council, subject to the Clerk obtaining value for money when acceding to the request.”

**F&GP 11/12/042** **New Burdens Doctrine.**  
The Clerk update Members on the potential implications for the Parish Council of the new Burdens Doctrine.  
**RESOLVED:** that the information given, be NOTED.

- F&GP** **Members/Officer Relationships Training.**  
**11/12/043** Members gave consideration to the attendance of the Clerk at above training event to be held at the Shotton Hall, Peterlee at a cost of £65 plus VAT.  
**RESOLVED:** that the Clerk be AUTHORISED to attend the above event.
- F&GP** **3 C's Event.**  
**11/12/044** Members gave consideration to attendance at above training event to be held at Shildon Civic Hall during September/October at a cost of £30 plus VAT per delegate.  
**RESOLVED:** that CDALC be advised that Councillors G Phillips, J Clark and W Smith would be interested in attending.
- F&GP** **NALC Communities in Action Conference.**  
**11/12/045** Members gave consideration to the attendance of the Clerk and Chairman at St Paul's Mercure, Sheffield on Tuesday 19<sup>th</sup> July 2011 at £97.50 plus VAT per delegate.  
**RESOLVE:** that the Clerk and Chairman be AUTHORISED to attend.
- F&GP** **Donation Request: St Mary's Church.**  
**11/12/046** Members gave consideration to a request for a donation from St Mary's Church.  
**RESOLVED:** that a donation of £100.00 be GRANTED under Section 137 of the LGA 1972.
- F&GP** **Proposed Planning Applications**  
**11/12/047** **PL/5/2011/0228** – Proposed Rear Garden Room Extension at 43 Stayplton Drive, Horden for Mr Ramshaw.  
**RESOLVED:** that the information given, be NOTED.

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

**Present:** Councillor J White (Chair)  
 Councillors R Bagnall, J Clark, M Clark, W Hill, G Phillips, M Robinson, W Smith and E Wood

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

**Also Present:** Sgt I Dickinson and PC D Thompson

**Apologies:** Councillors E Connor, G Jones, G Lavery and G Patterson.

**HPC** **Councillor Rodie Bagnall.**

**11/12/032** The Chairman welcomed Mr R Bagnall to the Parish Council.

**RESOLVED:** that Mr R Bagnall accepted the position of Councillor and signed the Declaration of Acceptance of Office.

**HPC** **Co-option of Councillor – Horden North Ward.**

**11/12/033** The Clerk advised that the applications of interest for the above position needed to be submitted by 11<sup>th</sup> July 2011.

**RESOLVED:** that a meeting of the Parish Council be held on Friday 15<sup>th</sup> July at 9.45 am to consider the Co-option nominees.

**HPC** **Personnel Sub-Committee Meeting**

**11/12/034** **RESOLVED:** that the minutes of the meeting held on 16<sup>th</sup> June 2011 be APPROVED.

**HPC** **County Durham Plan Core Strategy Consultation.**

**11/12/035** Members gave consideration to the report of the Clerk which had been previously circulated.

**RESOLVED:** the report be submitted to Durham County Council.

**HPC** **Overview and Scrutiny Review of AAPs - Questionnaire.**

**11/12/036** Members gave consideration to the report of the Clerk which had been previously circulated.

**RESOLVED:** the questionnaire and comments be submitted to Durham County Council.

**HPC** **Welfare House.**

**11/12/037** Members gave consideration to the removal of the covenant for Welfare House. The Clerk advised that it would cost approximately £7,500.

**RESOLVED:** that the Clerk consult with the Council's solicitors for the removal of the covenant at Welfare House.

**HPC** **East Durham Horse Fayre 2011.**

**11/12/038** Sgt Dickinson advised Members of a meeting he had attended at Durham County Council with regard to the East Durham Horse Fayre which was to take place on the August Bank holiday weekend. He advised Members on the policing over the period. The Clerk advised that the spokesman for the travelers had advised that they would be willing to make a donation to a charity of the Parish Council's choosing to the amount that the portable toilets supplied by the County Council cost. The Traveller Liaison Officer was arranging for travelers to visit schools to speak about their Heritage.

Members expressed their disappointment that this event was going to be held again in Horden.

**RESOLVED:** that the Parish Council would advise the Traveler's Spokesman of the Charity as soon as practicable.

**HPC** **Durham Association News.**

**11/12/039** Members gave consideration to Durham Association News which had been previously circulated.

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

**HPC** **Exclusion of the Press and Public.**

**11/12/040** **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 HCW AFC Issues**

**11/12/041** The Clerk advised on correspondence received from HCW AFC regarding a meeting with G Morris, MP, Clerk, Chairman of the Parish Council and two other Members. The Clerk advised that he had spoken to Mortons, Solicitors who had advised that a meeting would be advisable if a clear agenda is set and an outcome if resolved.  
**RESOLVED:** that the Clerk submit suitable dates for a meeting with the Full Parish Council, the Clerk and the Council's solicitors to meet with representatives of HCW AFC and their solicitors.

**HPC Assistant Clerk's Resignation.**

**11/12/042** The Clerk advised Members of the Assistant Clerk's letter of resignation and provided details of measures to fill the vacancy.  
**RESOLVED** that;

- i) The Assistant Clerk job description and person specification be advertised as provided.
- ii) The advertisement details including timescales and costs provided be APPROVED.
- iii) That due to potential quorum issues with the Personnel Sub-Committee, an interim Interview Panel from the Full Parish Council be established consisting of Councillors J White, J Clark, W Hill, W Smith, M Clark and E Wood.
- iv) That a letter of appreciation be sent to G Crute from Members thanking her for her hard work and service.