

HORDEN PARISH COUNCIL
Minutes of Meeting held 6th December 2012

Present: Councillor J White (Chairman)
 Councillors R Bagnall, J Clark, W Hill, D Langan, D Nicol, G Phillips, I Roberts, M Robinson,
 W Smith and V Williams.

Staff: Mr P Davison (Clerk), Mrs J S Hunt (Assistant Clerk),
 Mr J Bush (Parks and Cemetery Manager).

Also Present: PCSO N Holmes.

HPC **Apologies for Absence.**
12/13/102 **RESOLVED:** Apologies RECEIVED and approved for Councillors M Clark, E Connor,
 G Lavery and E Wood.

HPC **Minutes of the Meeting of Horden Parish Council held 1st November 2012.**
12/13/103 **RESOLVED:** that the minutes be confirmed as a true record to be signed by the Chairman.

HPC **Matters Arising – Clerk’s Report.**
12/13/104 There were no matters arising that were not already covered on the agenda.
RESOLVED: That the information be NOTED.

HPC **Items Tabled for Information.**
12/13/105

Wednesday 31st October 2012	"Taxpayer saddled with bill for fair"
Wednesday 31st October 2012	"Horden are on the mend"
Wednesday 31st October 2012	"Labour party row rolls on"
Wednesday 14th November 2012	"East Durham remembers"
Wednesday 14th November 2012	"Thief crashed stolen car after swiping keys"
Wednesday 14th November 2012	"Big thank you to our community heroes"
Wednesday 21st November 2012	"Licence cops should face discipline"
Wednesday 21st November 2012	"Prince's Trust helps care home"
Wednesday 21st November 2012	"Horden ABC go for glory"

RESOLVED: that the information, be NOTED.

HPC **Police Report.**
12/13/106 There were no representatives from the Police currently present.

HPC **Public Participation.**
12/13/107 There were no members of the public currently present.

PARKS AND CEMETERY COMMITTEE
Minutes of Meeting held 6th December 2012

- Present:** Councillor I Roberts (Chairman)
 Councillors R Bagnall, J Clark, W Hill, D Langan, D Nicol, G Phillips, M Robinson, W Smith, J White and V Williams.
- Staff:** Mr P Davison (Clerk), Mrs J S Hunt (Assistant Clerk),
 Mr J Bush (Parks and Cemetery Manager).
- Also Present:** PCSO N Holmes.
- Apologies:** Councillors M Clark, E Connor, G Lavery and E Wood.

PCSO entered the room at 6.05pm.

Councillors J Clark and D Nicol entered the room at 6.10pm.

P&C
12/13/043

Parks & Cemetery Manager's Report.

The report previously circulated covered the period 22nd October to 18th November 2012. The Parks and Cemetery Manager advised that following instructions given, the Teddy Bears Picnic is to be held midweek next year. A brief discussion ensued.

RESOLVED: that the Teddy Bears Picnic remain on a Sunday.

P&C
12/13/044

Damage/Incident Reports.

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

27.10.12	Incident	<u>Social Welfare Centre Car Park</u> An injury occurred to one of Rugby players on one of our playing fields which was serious enough for an ambulance. On arrival the ambulance could not gain access to the park because of vehicles blocking the gates. As there was a home football game on the cars were assumed to belong to supporters and after trying to identify owners no-one came forward. The ambulance had to gain access from the other entrance of the park delaying treatment. The Rugby Club have approached the Parish Council regarding the incident and there have been no parking signs erected on the gates.
28.10.12	Incident	<u>Welfare Park</u> Ladies handbag found in park, Police informed and papers found in the bag with details ensured the bag was returned to the owner by the Police.
29.10.12	Incident	<u>Social Welfare Centre Car Park</u> Youths playing football in the car park around the cars and against the building. Two youths were fighting against one car when asked to move away they responded with foul language and abuse. They refused to move and continued to harass staff and users of the centre. This is becoming a daily occurrence.
04.11.12	Damage	<u>Social Welfare Centre Car Park</u> Bottom of dog bin broke off, needs to be repaired/replaced. Police advised.
08.11.12	Damage	<u>Social Welfare Centre Car Park</u> Dog bin vandalized, smashed and hanging off the wall. Bin re-fixed to the wall.
13.11.12	Incident	<u>Seymour Street Open Space</u> Councillor Stradling reported a horse being tethered on the waste ground off Seymour Street. The horse was grazing and tethered on inspection but had no drinking water and no sign of the owner. The RSPCA were contacted regarding the potential cruelty issues but they advised to monitor the situation and contact them again if the animal showed any signs of distress.
18.11.12	Damage	<u>Social Welfare Centre Car Park</u> Front ripped off cigarette bin. Police called and advised that patrols in the area will be increased. Bin irreparable.

RESOLVED that;

- i. the information given, be NOTED.
- ii. that the Chairman, under Standing Order S.26 ss. (d) move without notice that the order of business be changed and defer Cemetery Development Sub-Committee until after the conclusion of the Police Report.

Police Report.

Deferred from item HPC 12/13/105.

**HPC
12/13/106**

The Chairman welcomed PCSO Holmes, who reported on incidents covering the period: 02.11.12 to 05.12.12.

Recorded incidents in Horden	343
Burglary	15
Vehicle Crime – theft of	0
Vehicle Crime – theft from	27
Thefts	0
Rowdy, Nuisance Behavior	36
Criminal Damage	7

There were 0 Recorded incidents for Grants Houses.

PCSO Holmes gave a brief update with regard to activity within the village. She also advised that Sarah Willis wished to express thanks to Councillor W Hill for the work he had been carrying out on her behalf.

Councillor G Phillips left the room at 6.40pm and returned at 6.43pm.

RESOLVED that the information given, be NOTED.

PARKS AND CEMETERY COMMITTEE
Minutes of Re-convened Meeting held 6th December 2012.

- Present:** Councillor I Roberts (Chairman)
 Councillors R Bagnall, J Clark, W Hill, D Langan, D Nicol, G Phillips, M Robinson, W Smith, J White and V Williams.
- Staff:** Mr P Davison (Clerk), Mrs J S Hunt (Assistant Clerk),
 Mr J Bush (Parks and Cemetery Manager).
- Also Present:** PCSO N Holmes.
- Apologies:** Councillors M Clark, E Connor, G Lavery and E Wood.

P&C **Cemetery Development Sub-Committee.**
12/13/045 *Deferred from item P&C 12/12/044.*

Members gave consideration to the minutes of the Cemetery Development Sub-Committee Meeting held on 28th November 2012, which had been previously circulated.

RESOLVED: that the information given, be NOTED.

P&C **Cemetery Provision Update.**
12/13/046

The Clerk gave a brief update on the progress of the Cemetery Provision and advised Members on the contents of the latest correspondence which had been recently received.

RESOLVED: that the Clerk appoint consultants CDS at the quoted price, subject to the County Council drawing up a license agreement.

FINANCE AND GENERAL PURPOSES COMMITTEE
Minutes of Meeting held 6th December 2012

Present: Councillor G Phillips (Chairman)
 Councillors R Bagnall, J Clark, W Hill, D Langan, D Nicol, I Roberts, M Robinson, W Smith,
 J White and V Williams.

Staff: Mr P Davison (Clerk), Mrs J S Hunt (Assistant Clerk)

Also Present:

Apologies: Councillors M Clark, E Connor, G Lavery and E Wood.

F&GP 12/13/090 **Parish Council Financial Status – Bank Balances.**
 The Clerk reported the bank balances as at 30/11/2012 being £562,716.66.
RESOLVED: That the information be NOTED.

F&GP 12/13/091 **Income and Expenditure Report to 31/10/2012.**
 The report was circulated previously.
RESOLVED: That the report be NOTED.

F&GP 12/13/092 **Cash Cheques.**
 The Clerk requested a cash cheque totaling £330, (£300 Admin and £30 Cemetery) be endorsed for payment.
RESOLVED: to ENDORSE cheques for payment.

F&GP 12/13/093 **Bank Transfer.**
 The Clerk informed Members that the transfer for October was £37,005.17.
RESOLVED: To ENDORSE transfers.

F&GP 12/13/094 **Invoices for endorsement for payment.**
RESOLVED: To ENDORSE the following invoices for payment:

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Payment Ref:
A1 Trophies	28.11.12	Traffic Signs	£216.00	311356
Angel Springs	31.10.12	Water Cooler Rental	£32.78	311357
Asbestos	21.11.12	Survey	£344.40	311358
Ashley Gases	02.11.12	CO2 & N2CO2	£17.94	311359
Ashley Gases	12.11.12	CO2 & N2CO2	£17.94	311359
Ashley Gases	26.11.12	N2CO2	£19.20	311359
BDN	29.11.12	Structural Engineer Survey	£270.00	311360
BOC	31.10.12	SWC Cellar CO2 Monitor	£30.60	DD
Booker	26.10.12	SWC Bar Supplies	£255.24	DD
Booker	09.11.12	SWC Bar Supplies/decaf coffee	£313.12	DD
British Gas	30.10.12	SWC Gas useage	£742.23	DD
British Gas	29.10.12	Electricity - SWC	£446.53	DD
British Gas	14.11.12	SWC - Electricity	£515.68	DD
British Gas	14.11.12	Works Building - Electricity	£144.89	DD
British Gas	14.11.12	HCWAFC - Electricity	£121.51	DD
British Gas	14.11.12	Cemetery - Electricity	£58.64	DD
B.T.	13.11.12	SWC - Alarm line	£3.75	DD
B.T.	13.11.12	Telephone Charges/Broadband	£154.56	DD
Castle Eden Beer Company	23.11.12	Scorpion Lager	£168.00	311349
The Co-operative Bank	01.11.12	BACS Charges	£50.84	DD
Durham County Council	23.10.12	SWC - Lift Service	£58.92	311361
Durham County Council	24.10.12	Green Leaf Café - Lift Service	£58.92	311361
Durham County Council	26.10.12	Occupational Health	£120.00	311361
Euroffice	20.11.12	Filofax infills/pens/wallets	£36.78	311362
Greenlay	08.11.12	Tractor Service	£181.19	311363
Homecare	19.11.12	Propane gas/chisel/stanley knife etc	£59.97	311364
Horns Landscaping	30.10.12	Turf	£24.84	311365

Horns Sawmill & DIY	22.11.12	Xmas Tree	£115.71	311366
Innerglass	31.10.12	Banqueting roll/vending cups	£61.64	311367
Innerglass	12.11.12	2 ply towells	£57.48	311367
Mastercopy	16.11.12	Cost per copy	£109.66	311368
Maxwells DIY	31.10.12	MDF/Spade/Shovel/Wheelbarrow	£84.57	311369
MKM Building Supplies	31.10.12	Gutter brackets	£27.94	311370
MKM Building Supplies	09.11.12	Tarmac	£56.02	311370
Molson Coors	26.10.12	SWC Bar Supplies	£361.15	DD
Molson Coors	02.11.12	SWC Bar Supplies	£361.15	DD
Molson Coors	23.11.12	SWC Bar Supplies	£521.48	DD
M & M Productions	29.11.12	Pantomine	£1,674.00	311371
M & M Productions	29.11.12	Pantomine	£1,674.00	311371
Niramax	31.10.12	Trade Waste	£78.80	311372
Niramax	04.11.12	Trade Waste	£89.27	311372
Niramax	11.11.12	Trade Waste	£79.59	311372
Niramax	18.11.12	Trade Waste	£60.54	311372
Niramax	25.11.12	Trade Waste	£68.94	311372
Nordstrom	31.10.12	Decking	£30.25	311373
NTE	01.11.12	Telephone Charges	£87.76	DD
Rigby Taylor	09.11.12	Line Marker/Fertilizer	£935.78	311374
Shell UK Ltd	02.11.12	Fuel	£222.88	DD
Shell UK Ltd	17.11.12	Fuel	£311.94	DD
St John's	09.11.12	Event medical cover	£76.80	311375
TJ's Heating & Home Improvement	28.10.12	Sealing of shutter doors	£60.00	311376
Treasured Memories	09.11.12	Memorial Plaque	£153.42	311377
Vodafone	14.11.12	Mobile Phone Charges	£112.53	DD
Invoice Total for November 2012			£11,799.75	

F&GP 12/13/095 **Members/Officers Allowances.**
The Clerk advised he had received travel expenses for Councillor J White totaling £16.70.
RESOLVED: That the payments be APPROVED.

F&GP 12/13/096 **Social Welfare Centre Sub-Committee.**
Members gave consideration to the minutes of the Social Welfare Centre Sub-Committee.
RESOLVED: that the information given, be NOTED.

F&GP 12/13/097 **Donation Request: Great North Air Ambulance.**
Members gave consideration to correspondence received from Great North Air Ambulance requesting a donation.
RESOLVED: that a donation of £150 be granted under Section 19 of the LGA 1976.

F&GP 12/13/098 **Internal Audit Creditors Report.**
Members gave consideration to the Internal Audit Creditors Report which had been previously circulated.
RESOLVED: that the information given, be NOTED.

F&GP 12/13/099 **Internal Audit Income and Banking Report.**
Members gave consideration to the Internal Audit Income and Banking Report which had been previously circulated.
RESOLVED: that the information given, be NOTED.

F&GP 12/13/100 **SWC CCTV Installation.**
The Clerk advised Members that he had received costing for CCTV for outside the SWC, and that this would be installed hopefully by the end of December 2012.
RESOLVED: that the information given, be NOTED.

- F&GP**
12/13/101 **Sunderland Road Bungalow Kitchen Refurbishment.**
The Clerk advised that three tenders had been received for the Refurbishment of Sunderland Road Bungalow Kitchen. Tender A in the sum of £4,450, Tender B in the sum of £3,450 and Tender C in the sum of £4,845.
RESOLVED: that Tender B from Weardale Construction in the sum of £3,450 be APPROVED.
- F&GP**
12/13/102 **Sunderland Road Bungalow Roof Refurbishment.**
The Clerk advised that three tenders had been received for the Refurbishment of Sunderland Road Bungalow Roof. Tender A in the sum of £5,650, Tender B in the sum of £4,500 and Tender C in the sum of £3,860.
RESOLVED: that Tender C from T.J's Heating & Home Improvement in the sum of £3,860 be APPROVED.
- F&GP**
12/13/103 **SWC Table Replacement.**
The Clerk advised that three tenders had been received for the replacement of SWC tables. Tender A in the sum of £3,562.66 Tender B in the sum of £3,726.72 and Tender C in the sum of £3,396.48.
RESOLVED: that Tender C from Costcutter in the sum of £3,396.48 be APPROVED.
- F&GP**
12/13/104 **Reagent House Wall.**
The Clerk advised that three tenders had been received for the Rebuilding of Reagent House Wall. Tender A in the sum of £3,280, Tender B in the sum of £5,100 and Tender C in the sum of £4,900.
RESOLVED: that Tender A from Weardale Construction in the sum of £3,280 be APPROVED.
- F&GP**
12/13/105 **SWC Structural Engineers Report.**
Members gave consideration to the structural engineers report received from bdn Surveyors & Project Managers with regard to the SWC Roof and building. The Clerk advised that due to the recent downpours and high winds a leak had occurred in the roof which required immediate attention and upon further inspection a number of structural problems had been discovered by the builder, resulting in the need for a structural survey. A lengthy discussion ensued.
RESOLVED that;
i. to commence a) SWC structural repairs and b) Cemetery toilet refurbishment.
ii. to combine SWC roof repairs and wall ties to minimize scaffolding costs.
- F&GP**
12/13/106 **Unclassified Road: Fifth Street.**
Members gave consideration to correspondence received from Durham County Council with regard to the proposed traffic regulation order in Fifth Street, Horden.
RESOLVED: that there be no objections.
- F&GP**
12/13/107 **Proposed Planning Applications.**
PL/5/2012/0419 – Application seeking new planning permission to install illuminated fascia and projecting signs for Lloyds TSB Bank, Blackhills Road, Horden for Mr. G. Miller.
PL/5/2012/0421 – Application seeking new planning permission to erect a new front conservatory at 34 Sunderland Avenue, Horden for Mrs. Bentham.
RESOLVED: that the information given be NOTED.

FULL PARISH COUNCIL
Minutes of Meeting held 6th December 2012

Present: Councillor J White (Chairman)
 Councillors R Bagnall, J Clark, W Hill, D Langan, D Nicol, G Phillips, I Roberts,
 M Robinson, W Smith and V Williams.

Staff: Mr P Davison (Clerk), Mrs J S Hunt (Assistant Clerk),

Also Present:

Apologies: Councillors M Clark, E Connor, G Lavery and E Wood.

- HPC** **Community Action Team Pilot: Feedback and Review.**
12/13/108 Members gave consideration to the report with regard to the feedback and review from the Community Action Team Pilot which had been previously circulated.
RESOLVED: that the information given, be NOTED.
- HPC** **Localising Council Tax Support and Setting Precept.**
12/13/109 Members gave consideration to correspondence with regard to the Localising of Council Tax Support which had been previously circulated. The Clerk gave Members a brief update on the situation. He advised that we are awaiting more information from the County and that they must inform Town and Parish Councils by the end of January 2013.
RESOLVED: that the information given, be NOTED.
- HPC** **DCLG Consultation: Improving Local Government Transparency.**
12/13/110 Members gave consideration to correspondence received with regard to the DCLG Consultation, as above which had been previously circulated.
RESOLVED: that the information given, be NOTED.
- HPC** **DCC Chairmans Medal.**
12/13/111 Members gave consideration to nominations of the Durham County Council Chairman's Medal.
RESOLVED: that Councillor I Roberts be nominated.
- HPC** **County Durham Plan Meeting.**
12/13/112 Members gave consideration to attendance at the County Durham Plan Meeting. The Clerk advised that all Councillors were welcome to attend.
RESOLVED: that the information given, be NOTED.
- HPC** **Dispensation Requests: Councillor D Nicol.**
12/13/113 Members gave consideration to the dispensation request of Councillor D Nicol.
RESOLVED: that dispensation be GIVEN.
- HPC** **Dispensation Requests: Councillor I Roberts.**
12/13/114 Members gave consideration to the dispensation request of Councillor I Roberts.
RESOLVED: that dispensation be APPROVED.
- HPC** **Dispensation Requests: Councillor M Clark.**
12/13/115 Members gave consideration to the dispensation request of Councillor M Clark.
RESOLVED: that dispensation be APPROVED.
- HPC** **Dispensation Requests: Councillor E Connor.**
12/13/116 Members gave consideration to the dispensation request of Councillor E Connor.
RESOLVED: that dispensation be APPROVED.
- HPC** **Dispensation Requests: Councillor D Langan.**
12/13/117 Members gave consideration to the dispensation request of Councillor D Langan.
RESOLVED: that dispensation be APPROVED

- HPC**
12/13/118 **Dispensation Requests: Councillor G Lavery.**
Members gave consideration to the dispensation request of Councillor G Lavery.
RESOLVED: that dispensation be APPROVED.
- HPC**
12/13/119 **Dispensation Requests: Councillor G Phillips.**
Members gave consideration to the dispensation request of Councillor G Phillips.
RESOLVED: that dispensation be APPROVED.
- HPC**
12/13/120 **Dispensation Requests: Councillor J White.**
Members gave consideration to the dispensation request of Councillor J White.
RESOLVED: that dispensation be APPROVED.
- HPC**
12/13/121 **Dispensation Requests: Councillor W Hill.**
Members gave consideration to the dispensation request of Councillor W Hill.
RESOLVED: that dispensation be APPROVED.
- HPC**
12/13/122 **Dispensation Requests: Councillor V Williams.**
Members gave consideration to the dispensation request of Councillor V Williams.
RESOLVED: that dispensation be APPROVED.
- HPC**
12/13/123 **Dispensation Requests: Councillor J Clark.**
Members gave consideration to the dispensation request of Councillor J Clark.
RESOLVED: that dispensation be APPROVED.
- HPC**
12/13/124 **Dispensation Requests: Councillor M Robinson.**
Members gave consideration to the dispensation request of Councillor M Robinson.
RESOLVED: that dispensation be APPROVED.
- HPC**
12/13/125 **Dispensation Requests: Councillor E Wood.**
Members gave consideration to the dispensation request of Councillor E Wood.
RESOLVED: that dispensation be APPROVED.