

HORDEN PARISH COUNCIL
Minutes of Meeting held 5th September 2013

Present: Councillor J White (Chairman)
 Councillors J Clark, M Clark, E Connor, W Hill, D Langan, D Nicol, G Phillips, I Roberts,
 M Robinson, W Smith, D Tait and L Williams.

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

Also Present: Mr. J. Maudling (resident of Cotsford Park Estate).
 PCSOs N Bowman and C McCombe

HPC **Apologies for Absence.**

13/14/072 **RESOLVED:** Apologies RECEIVED and approved for Councillor E Wood.

HPC **Minutes of the Meeting of Horden Parish Council held 4th July 2013.**

13/14/073 **RESOLVED:** That the minutes be confirmed as a correct record to be signed by the Chairman.

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

13/14/074 There were no matters arising that were not already covered in the agenda.

RESOLVED: That the information be NOTED.

HPC **Items Tabled for Information.**

13/14/075 There were no items for information.

HPC **Police Report.**

13/14/076 The Chairman welcomed to the meeting who reported on incidents covering the period.

Recorded incidents in Horden	650
Burglary	22
Vehicle Crime – theft of	19
Vehicle Crime – theft from	
Thefts	
Rowdy, Nuisance Behavior	151
Criminal Damage	25

PCSO Bowman advised Members of the usual ongoing PACT priorities within the area and that regular patrols are still being carried out.

She advised that the Blackhall Horse Fayre went without incident and that the 41st Peterlee Show went well and also without incident.

She also advised that a new shop called a “cop shop” would be opening in Peterlee Town centre for members of the public to discuss any problems, she advised that herself and her colleague would be running it and that anyone is welcome to drop in.

An update was given on previous reports with regard to the bike marking, PACT priorities and anti-social behaviour issues at Cotsford Park Estate.

The Clerk enquired as to whether figures for Grants Houses were actually included in the report as the Parish Council had specifically requested these to be included. PCSO Bowman advised that they were not included but that she would request them in future, but that she could not answer any specific questions relating to the figures given for Grants Houses.

Councillor E Connor advised that she was rather concerned with reports of a local school teacher being involved in drug dealings within the area being that said school teacher was working in an environment where children are, she enquired as to whether the Police would be going into schools to make the children aware of the current issue.

PCSO Bowman advised that Durham Constabulary would certainly make a point of visiting the school if it was deemed necessary.

A Member expressed their concerns with regard to the difficulties of getting through to the Police to report incidents when they happen. PCSO Bowman advised that if it is an incident which is in progress then the number to ring would be 999, but that she would report these concerns back to the Police.

Councillor J Clark enquired with regard to the new drop-in, what would the Police be doing to publicise said drop-in? PCSO Bowman advised that they would be advertising on social networking sites as well as doing a leaflet drop throughout the surrounding villages, but that the best form of advertising would be "word of mouth".

RESOLVED that the information given, be NOTED.

**HPC
13/14/077**

Public Participation.

Mr J Maudling was present and spoke about a proposal for Cotsford Park Play Area proposal which had been previously circulated.

He advised that he believed that the Parish Council and The County Council could work together to make this a success. He also requested that the Parish Council take steps to involve the local children and let them have a say in their Childrens Play Area.

PARKS AND CEMETERY COMMITTEE
Minutes of Meeting held 5th September 2013

Present: Councillor I Roberts (Chairman)
 Councillors J Clark, M Clark, E Connor, W Hill, D Langan, D Nicol, G Phillips, M Robinson,
 W Smith, D Tait, J White and L Williams.

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

Apologies: Councillor E Wood.

P&C **Future of Cotsford Park Play Area.**

13/14/021

Councillor J Clark advised Members that Mr Maudlin had been very proactive in his approach to the future of Cotsford Park Play Area. She advised that Durham County Council had installed a litter bin in which there had been a few teething problems. However, this did not absolve the Parish Council staff from doing their usual litter picking in the area and was assured that this would be continued.

The Parks and Cemetery Manager assured Members that Parish Council staff do litter pick on a regular basis and that the issues surrounding litter and fly tipping are found to be caused by a minority of residents.

A lengthy discussion ensued with regard to the history of Cotsford Park Play Area and issues surrounding littering and fly tipping in the area.

Members expressed their thanks to all who had been involved in the proposal.

RESOLVED: that the council participate in a working group formed in order to look at the development of the play area.

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

13/14/022

The report previously circulated covered the period 24th June to 25th August 2013.

The Parks and Cemetery Manager advised Members that one piece of play equipment had been removed and that the new swing is on order and should be delivered by the end of September.

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

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

13/14/023

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

- 20.06.13 - Damage Welfare Park
 Play area surface pulled up and thrown on the slide.
 Damaged area repaired
 Police notified
- 27.06.13 - Incident Welfare Park
 Young boy assaulted in Multi Sports Pitch Area, informed staff he had been punched and kicked by a group of youths.
 Parents and Police called.
- 30.06.13 - Incident Welfare Park
 Young girl had been kicked and punched by two older girls in the Bandstand Area. Police notified.
- 02.07.13 – Damage Welfare Park Welfare Ground
 Drain channel been unscrewed and stolen.
- 14.07.13 - Damage Cotsford Park Flowerbed
 Plants pulled out of flower beds.
- 04.08.13 - Damage Horden CW AFC Supporters Club
 Metal roofing tiles removed to gain access to the club, stock and cash reportedly stolen. Proprietor informed immediately who contacted the Police.

- 08.08.13 – Damage Welfare Park – Grandstand
Seating in Grandstand pulled from flooring and plastic seats smashed. Police informed and damaged seats removed.
- 14.08.13 – Damage Green Leaf Café
Glass on front of fire alarm smashed and alarms activated, building evacuated as a precautionary measure. Broken glass on alarm replaced.

RESOLVED: that the information given, be NOTED.

- P&C**
13/14/024 **Thorpe Road Cemetery Extension.**
The Clerk gave Members a brief update on the current situation with regard to the Thorpe Road Cemetery Extension. They explained that the consultants were due on the land to test for groundwater in mid September, which a report would then follow to be passed onto the Environment Agency for comment

RESOLVED: that the information given be NOTED.

- P&C**
13/14/025 **Staplyton Drive MUGA.**
Members gave consideration to correspondence received from Mortons Solicitors with regard to the transfer of land at Staplyton Drive, Horden.

A lengthy discussion ensued with regard to the Health and Safety aspect and the current state of the land.

RESOLVED: that the Parish Council do not proceed with the transfer of the land, due to continued budget cuts, extensive remedial work required on the facility and the need to maintain existing facilities as a priority.

- P&C**
13/14/026 **Horden Memorial Park Green Flag Award 2013/14.**
Members gave consideration to correspondence received with regard to the above.

RESOLVED: that the information given, be NOTED and that a letter be sent to Keep Britain Tidy.

- P&C**
13/14/027 **East Durham Girl Guides.**
Members gave consideration to correspondence received from the above requesting a floral display as part of their 100th year celebrations.

RESOLVED: that their request be APPROVED and that a design plan be obtained.

- P&C**
13/14/028 **Peoples Choice Nations Favourite Park 2013.**
Members gave consideration to correspondence received with regard to the above. The Clerk advised Members of the voting process and to spread the word and get people voting for our Parks.

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

FINANCE AND GENERAL PURPOSES COMMITTEE
Minutes of Meeting held 5th September 2013

Present: Councillor E Connor (Chairman)
 Councillors J Clark, M Clark, W Hill, D Langan, D Nicol, G Phillips, I Roberst, M Robinson,
 W Smith, D Tait, J White and L Williams.

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

Apologies: Councillor E Wood.

F&GP 13/14/045 **Parish Council Financial Status – Bank Balances.**
 The Clerk reported the bank balances as at 30/08/2013 being £445,220.95.

RESOLVED: That the information be NOTED.

F&GP 13/14/046 **Income and Expenditure Report to 31/07/2013.**
 The report was circulated at the meeting.

RESOLVED: That the report be NOTED.

F&GP 13/14/047 **Cash Cheques.**
 The Clerk requested a cash cheque totaling £320 (£300 Admin and £20 Cemetery) be endorsed for payment.

RESOLVED: to ENDORSE cheques for payment.

F&GP 13/14/048 **Bank Transfer.**
 The Clerk informed Members that the transfer for August was £4,170.35.

RESOLVED: To ENDORSE transfers.

F&GP 13/14/049 **Invoices for endorsement for payment.**

RESOLVED: To ENDORSE the following invoices for payment:

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Payment Ref:
A1 Trophies & Engraving	16.07.13	HIB Trophies	£150.00	311655
Angel	30.06.13	Water Cooler Rental	£34.42	DD
Ashley Gases	01.07.13	CO2/N2CO2	£18.96	311656
Ashley Gases	08.07.13	CO2	£8.76	311656
Ashley Gases	22.07.13	CO2/N2CO2	£27.72	311656
B & J Commercials	31.07.13	Ford Transit Connect Van	£4,021.00	311651
Black Box Security	10.07.13	Additional CCTV in Bar Area	£180.00	311657
BOC	30.06.13	Cellar CO2 monitor	£30.60	DD
Booker	09.07.13	Bar supplies	£83.20	DD
Booker	25.07.13	Bar supplies	£494.51	DD
British Gas	11.07.13	Electricity - New Sports Pavillion	£43.22	DD
British Gas	11.07.13	Electricity - HCW AFC	£49.09	DD
British Gas	11.07.13	Electricity - Works building	£85.06	DD
British Gas	11.07.13	Electricity - SWC	£463.56	DD
British Gas	11.07.13	Electricity - Memorial Park	£14.20	DD
British Gas	11.07.13	Electricity - Welfare Ground	£26.74	DD
British Gas	11.07.13	Electricity - Green Leaf Café	-£85.06	DD
British Gas	13.06.13	Electricity - Cemetery	-£122.46	DD
British Gas	16.07.13	Electricity - Green Leaf Café	£85.06	DD
British Gas	17.07.13	Gas - SWC	£1,135.64	DD
British Gas	18.07.13	Electricity - Cemetery	£78.15	DD
Castle Eden Beer Company	05.07.13	Scorpion Lager	£168.00	311647
Castle Eden Beer Company	12.07.13	Scorpion Lager	£84.00	311647
Castle Eden Beer Company	19.07.13	Scorpion Lager	£252.00	311647
CDALC	16.07.13	Chairmanship/Councillor Training	£300.00	311661
CEETEX (LEISURE) LTD	24.07.13	Trampoline Bed	£317.59	311658
Collate it	26.07.13	Payslips	£54.96	311659
Concept	19.07.13	Photocopier rental	£233.23	DD
DAVMAR	27.06.13	Uniform	£135.18	311663
DCC	01.07.13	Fit new steering joint to Kubota	£62.58	311662

DCC	09.07.13	Fit new track rod to Kubota	£62.58	311662
DCC	22.07.13	Fit new cylinder & blade to Ransomes	£542.62	311662
DYNO-ROD	02.07.13	Unblock drain @ Cricket Club	£156.00	311664
Gordon Fletcher	30.05.13	Internal Audit	£250.00	311665
Haswell & District Mencap	03.07.13	Repairs to fridge in Green Leaf Café	£237.84	311666
Heaton Catering Equipment	16.07.13	Glasswasher - supply & install	£1,351.90	311643
Homecare	17.07.13	Drain rods, yale lock, concrete	£41.28	311668
Horn's Garden Centre	30.06.13	Bags of fertilizer	£21.00	311667
Innerglass	18.07.13	Hand towels, polish, bang roll	£289.32	311669
JRB Enterprise	23.07.13	Dog bags	£769.20	311670
LWC North East	05.07.13	SWC Bar Supplies	£952.65	DD
LWC North East	19.07.13	SWC Bar Supplies	£911.03	DD
LWC North East	26.07.13	SWC Bar Supplies	£987.76	DD
LWC North East	26.07.13	SWC Bar Supplies	£165.53	DD
LWC North East	28.06.13	SWC Bar Supplies	£463.75	DD
Machine Mart	02.07.13	Generator, motor oil	£311.37	311671
MKM	16.07.13	Plastic drain covers	£42.60	311672
MORTONS	19.07.13	Advice re-Welfare House	£120.00	311673
MORTONS	31.07.13	Solicitors expenses - HCW AFC	£1,500.00	311654
Nationwide Retail Systems	29.07.13	Till cover 1 year	£102.00	311649
Niramax	07.07.13	Trade Waste	£56.94	311674
Niramax	14.07.13	Trade Waste	£92.56	311674
Niramax	21.07.13	Trade Waste	£68.94	311674
Niramax	28.07.13	Trade Waste	£56.94	311674
Niramax	30.06.13	Trade Waste	£98.46	311674
NTE	01.07.13	Telephone Charges	-£45.53	DD
Playsafety Limited	28.06.13	Annual inspections	£554.40	311675
Smiths Gore	23.07.13	Professional Services - Welfare House	£600.00	311676
Smiths of Derby	25.07.13	Memorial Clock Service	£199.20	311677
South Durham Refrigeration	16.07.13	Ice machine repair	£57.60	311678
South Durham Refrigeration	22.07.13	Supply & install new ice machine	£714.00	311679
TESS	30.06.13	Portaloo	£92.57	311680
The Co-op	01.07.13	BACS charges	£34.92	DD
UKDN	05.07.13	VAT invoice only	£1,986.86	311681
Vodafone	12.07.13	Mobile phones	£97.15	DD
XEUK	16.07.13	Magic Jack - 07.07.13	£140.00	311682
Invoice Total for July 2013			£22,513.35	

A1 Trophies	28.08.13	Wood backing board	£25.20	311706
Angel Springs Limited	31.07.13	Water Cooler Rental	£34.42	DD
Ashley Gases Limited	05.08.13	CO2 & N2CO2	£18.96	311707
Ashley Gases Limited	19.08.13	CO2 & N2CO2	£46.68	311707
BOC	31.07.13	SWC cellar CO2 monitor	£30.60	DD
Booker	02.08.13	Bar Supplies	£401.11	DD
Booker	09.08.13	Bar Supplies/cleaning supplies (cem)	£459.10	DD
Booker	15.08.13	Bar Supplies	£162.56	DD
Booker	21.08.13	Bar Supplies	£276.86	DD
Booker	29.08.13	Bar Supplies / Decaf coffee	£369.40	DD
British Gas	31.07.13	Gas charges - SWC	£175.77	DD
British Gas	13.08.13	Electricity charges - SWC	£697.16	DD
British Gas	13.08.13	Electricity charges - Welfare ground	£34.93	DD
British Gas	13.08.13	Electricity charges - HCW AFC	£100.01	DD
British Gas	13.08.13	Electricity charges - Sports pavillion	£32.40	DD
British Gas	13.08.13	Electricity charges - Memorial park	£16.94	DD
British Gas	13.08.13	Electricity charges - Cemetery	£52.07	DD
BT	13.08.13	Alarm line rental	£3.75	DD
Castle Eden Beer Company	09.08.13	Scorpion Lager	£168.00	311699
Castle Eden Beer Company	23.08.13	Scorpion Lager	£168.00	311699
Castle Eden Beer Company	30.08.13	Scorpion Lager	£168.00	311699
Cateraid	05.08.13	Café - 2xbench fryers, fly killers, boiler, repairs to oven and dishwasher	£1,393.20	311708
Classeq	25.07.13	Glass washer	£186.56	311709
Concept	07.08.13	Cost per copy	£43.46	DD
Durham County Council	31.07.13	SWC lift service	£60.43	311710
Durham County Council	31.07.13	SWC lift service	£66.65	311710
Durham County Council	05.08.13	Repair Kubota deck	£100.48	311710
Durham County Council	15.08.13	Fir new track rod end to Kubota	£82.12	311710
E-Cat Partners	07.08.13	UK Domain Name - Website	£130.80	311711
G02 Electrical Services	12.08.13	E.I.C.R.	£920.00	311712
Harbro	18.07.13	Louvre light	£52.88	311713
Harbro	19.07.13	Air curtain	£168.00	311713
Harbro	23.07.13	Air curtain	£336.00	311713
Horn's Garden Centre	31.07.13	Wagon wheels	£65.98	311714
Karl Jeffrey	08.08.13	Puppet Show - 08.08.13	£190.00	311689
LWC	02.08.13	Bar Supplies	£852.44	DD
LWC	02.08.13	Bar Supplies	£222.84	DD
LWC	09.08.13	Bar Supplies	£332.70	DD

LWC	16.08.13	Bar Supplies	£317.36	DD
LWC	23.08.13	Bar Supplies	£1,551.75	DD
Machine Mart	31.07.13	Trousers, polo shirts, oil, car mats	£97.94	311716
Maxwells DIY	31.07.13	Various diy goods	£234.50	311717
Niramax	31.07.13	Duty of care - trade waste	£2.76	311718
Niramax	11.08.13	Trade waste	£135.12	311718
Niramax	18.08.13	Trade waste	£68.94	311718
Niramax	25.08.13	Trade waste	£68.94	311718
NTE	01.08.13	Telephone and internet charges	£201.88	DD
Ords Group	09.08.13	Calculator, copier paper, white card	£136.69	311719
F.Pearts	28.08.13	Metal fence	£40.26	311720
RBS	01.08.13	Support & maintenance contract - 1year	£704.40	311721
Rigby Taylor	07.08.13	Grass Seed	£72.40	311730
Speedy Hire	20.08.13	Hire of cutting disc	£54.67	311723
St. John Ambulance	29.07.13	First aid provision - 07.07.13	£76.80	311724
The Co-operative Bank	01.08.13	Bank charges	£45.46	DD
TESS	31.07.13	Portaloo	£95.64	311725
TJ's Heating	05.08.13	Emergency repairs - football club roof	£340.00	311726
TJ's Heating	05.08.13	Reset combi boiler - Park house	£55.00	311726
TJ's Heating	08.08.13	Ladies toilets - football stadium	£85.00	311726
TJ's Heating	17.08.13	Emergency repairs - football club roof	£360.00	311726
Treasured Memories	26.07.13	Memorial wall plaque	£79.68	311727
Treasured Memories	26.07.13	Memorial wall plaque	£153.06	311727
Treasured Memories	26.07.13	Memorial wall plaque	£153.06	311727
Viking Direct	16.08.13	Refuse sacks/stamps	£347.50	311728
Vodafone	15.08.13	Mobile charges	£95.67	DD
Wilf Husband	13.08.13	Topsoil - Cemetery	£230.40	311729
Invoice Total for August 2013			£14,451.34	

F&GP 13/14/050 **Members/Officers Allowances.**

The Clerk advised he had received participation allowance and travel from Councillors J White, I Roberts and travel expenses for the Clerk totaling £629.10.

RESOLVED: That the payments be ENDORSED.

F&GP 13/14/051 **Social Welfare Centre Sub-Committee.**

RESOLVED: that the minutes be NOTED.

F&GP 13/14/052 **Donation Request: Butterwick Hospice.**

Members gave consideration to correspondence received from Butterwick Hospice with regard to a request for a donation.

RESOLVED: that a donation of £100 be GRANTED under Section 137 of the Local Government Act 1972.

F&GP 13/14/053 **Hartlepool and District Hospice.**

Members gave consideration to correspondence received from Hartlepool and District Hospice thanking the Parish Council for awarding them a donation.

RESOLVED: that the information given be NOTED and that it be displayed on the Parish Council notice board.

F&GP 13/14/054 **NAC Training "Partnerships Across Local Authorities".**

Members gave consideration to the attendance for Members at the above event to be held at the Yorkshire Hotel, Harrogate on 27th – 29th September 2013, at £295 + VAT per delegate (accommodation costs extra).

RESOLVED: that there be no one attend.

F&GP 13/14/055 **Ride on Mower Replacement.**

The Clerk advised that three quotations had been received for a new Ride on Mower. Quotation A in the sum of £10,100 + VAT, quotation B in the sum of £9,995 + VAT and quotation C in the sum of £10,750.

RESOLVED: that Quotation B from Greenlay (Grass Machinery) Limited in the sum of £9,995 + VAT be APPROVED.

F&GP
13/14/056 **Localisation of Council Tax Support Update for 2014/15.**
Members gave consideration to correspondence received from Durham County Council with regard to the above.

RESOLVED: that the information given, be NOTED.

F&GP
13/14/057 **Donation Request: County Durham Sport.**
Members gave consideration to correspondence received from County Durham Sport with regard to a request for a donation.

RESOLVED: that no donation be given.

F&GP
13/14/058 **Proposed Planning Applications.**
PL/5/2013/0306 – Erection of timber deck and two sheds at 51 Willow Grove, Horden for Mr M Mitchinson.
CE/13/00829/FPA – Attached garage at 16 Seaview Gardens, Horden for Mr K Anderson.

RESOLVED: that the information given, be NOTED

F&GP
13/14/059 **Exclusion of 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.

F&GP
13/14/060 **Thorpe Road Cemetery Toilet Block Tender.**
The Clerk summarised the tender exercise recently submitted and Members considered the tenders submitted.

RESOLVED: to select (Tender 1) T J's Heating and Home Improvements to complete the work at the tendered price of £25,480 to include new windows and doors and hand dryers.

FULL PARISH COUNCIL
Minutes of Meeting held 5th September 2013

Present: Councillor J White (Chairman)
 Councillors J Clark, M Clark, E Connor, W Hill, D Langan, D Nicol, G Phillips, I Roberts,
 M Robinson, W Smith, D Tait and L Williams.

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

Apologies: Councillor E Wood.

HPC **Personnel Sub-Committee Minutes of Meeting held 12th July 2013.**
13/14/078

RESOLVED: that the minutes be NOTED.

HPC **Peterlee Regeneration Master Plan.**

13/14/079 The Clerk advised Members on the report received from Durham County Council with regard to Peterlee Masterplan Stakeholder Consultation and the feedback of the Clerk.

RESOLVED: that the Clerk's actions be ENDORSED.

HPC **Durham Heritage Coast.**

13/14/080 Members gave consideration to correspondence received from Durham Heritage Coast with regard to the Annual Coastal Forum 2013.

RESOLVED: that the information given, be NOTED.

HPC **Church Green Village Green Application.**

13/14/081 The Clerk updated Members on the progress outcome of the application to register land at Church Green, Horden as a village green. He advised that Durham County Council had recommended that the land was not afforded village green status.

RESOLVED: that the information given, be NOTED.

HPC **CDALC AGM 26th October 2013.**

13/14/082 Members gave consideration to the nominations for CDALC County Executive Committee.

RESOLVED: that Councillor E Connor attend.

Durham Association News.

Members gave consideration to correspondence received which had been previously circulated.

RESOLVED: that the information given, be NOTED.

HPC **Thornley Parish Council.**

13/14/083 Members gave consideration to correspondence received which had been previously circulated.

RESOLVED: that the information given, be NOTED and that a letter of support be sent.

HPC **Street Lighting Consultation.**

13/14/084 Members gave consideration to correspondence received from Durham County Council with regard to Street Lighting Policy Consultation.

RESOLVED: that the information given, be NOTED.

HPC **Sub-Committee Meeting Dates.**

13/14/085 Members gave consideration to future dates for the Governance and Personnel Sub-Committee meeting for September 2013.

RESOLVED: that Members submit to the Clerk available dates as from 16th – 27th September 2013.