

HORDEN PARISH COUNCIL
Minutes of Meeting held 3rd October 2013

Present: Councillor J White (Chairman)
 Councillors R Bagnall, J Clark, M Clark, E Connor, D Langan, D Nicol, G Phillips, W Smith
 D Tait, L Williams and E Wood.

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

Also Present: Street Warden Faye Daghish.

HPC **Apologies for Absence.**

13/14/086 **RESOLVED:** Apologies RECEIVED and approved for Councillors W Hill, I Roberts and M Robinson.

HPC **Minutes of the Meeting of Horden Parish Council held 5th September 2013.**

13/14/087 **RESOLVED:** That the minutes be confirmed as a correct record to be signed by the Chairman.

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

13/14/088

P&C 13/14/021 **Future of Cotsford Park Play Area** - The first meeting of the working group took place which included a site visit and the second meeting has been provisionally scheduled for 1st October.

P&C 13/14/025 **Stayplton Drive MUGA** - The Clerk had contacted the council’s solicitors with their resolution and the file is now closed.

P&C 13/14/026 **Horden Memorial Park Green Flag Award 2013/14** – Due to pressing priorities, the Clerk had not responded to Keep Britain Tidy. This would however be completed in October.

F&GP 13/14/053 **Hartlepool and District Hospice** – The cheque was signed and the grant donation provided.

F&GP 13/14/055 **Ride on Mower Replacement** – The ride on mower purchase has been arranged.

F&GP 13/14/060 **Thorpe Road Cemetery Toilet Block Tender** – The Clerk has contacted the contractor and work is due to start w/c 7th October 2013.

HPC 13/14/083 **Thornley Parish Council** – Due to pressing priorities, the Clerk had not responded to Thornley Parish Council. This would however be completed in October.

RESOLVED: That the information be NOTED.

HPC **Items Tabled for Information.**

13/14/089

There were no items for information.

HPC **Police Report.**

13/14/090

Councillor Williams entered the room at 6.04pm

There were no representatives from the Police currently present.
 The Chairman welcomed to the meeting Street Warden Daghish who gave the following Street Warden report:-

Recorded incidents in Horden	29
Vehicle Crime Nuisance	5
Anti-social behaviour	7

RESOLVED that the information given, be NOTED.

HPC **Public Participation.**

13/14/091

There were no members of the public currently present.

PARKS AND CEMETERY COMMITTEE
Minutes of Meeting held 3rd October 2013

Present: Councillor R Bagnall (Chairman)
 Councillors J Clark, M Clark, E Connor, D Langan, D Nicol, G Phillips, W Smith D Tait,
 J White, L Williams and E Wood

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

Apologies: Councillors W Hill, I Roberts and M Robinson.

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

13/14/029 The report previously circulated covered the period 26th August to 22nd September 2013.

The Parks and Cemetery Manager advised that the new swing had now been installed and is very popular with the children.

Councillor W Smith expressed his thanks to The Parks and Cemetery Manager and staff.

Councillor J Clark enquired as to whether we had a site map for the grit bins situated within the village and made enquiries as to the ownership of said bins. A lengthy discussion ensued.

RESOLVED: that a map recording the villages grit bins be produced.

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

13/14/030

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

01.09.13	Damage	<u>Memorial Park</u> 2 standard trees snapped and coping stone lifted from Church Green wall. Police informed, trees removed and coping stone replaced.
07.09.13	Incident	<u>SWC</u> Member of the public slipped on 'gel balls' and broke her arm. No further action taken as guest acknowledged it was the fault of another irresponsible guest.
07.09.13	Incident	<u>SWC</u> Fire alarm sounded at 8:15pm, staff cleared the building and followed procedure and no fire found – possible cause the smoke machine. Alarm reset.
12.09.13	Damage	<u>Welfare Park</u> Rubber base of swing pulled up at junior play area and thrown around play area. Police informed. Base repaired.
13.09.13	Incident	<u>Welfare Park</u> Ten year old girl assaulted outside large play area by a group of three girls. The girl fell on the grid outside grate and seriously injured her knee. The young girl has undergone plastic surgery to her knee. Police informed.
21.09.13	Incident	<u>SWC</u> A member of the public had a suspected stroke, Ambulance called at 14:10.
25.09.13	Damage	<u>Church Green</u> 7 coping stones removed from the wall. Police informed, stones replaced.

RESOLVED: that the information given, be NOTED.

P&C **Remembrance Sunday 2013.**

13/14/031

The Clerk gave a summary to Members regarding Remembrance Sunday 2013.

Members expressed concern at the pace of the parade as previously members of the parade have struggled to keep up. The Clerk advised that they would alter the schedule so that the parade would leave at 10.35am and include the Brownies in the lists.

RESOLVED: that the information given be NOTED.

P&C **Dog Bins at Acacia Avenue.**

13/14/032 Councillor Clark advised that this had been previously discussed at an earlier HRP meeting. She enquired as to whether a bin could be placed at the end of Acacia Avenue in Horden. A brief discussion ensued and it was concluded that Councillor Clark would contact Durham County Council to make enquiries.

RESOLVED: that the information given, be NOTED.

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

13/14/033 The Clerk summarised the report received from the groundwater consultants which had been previously circulated to Members.

The clerk advised that the report would now be referred to the Environment Agency for comment. A lengthy discussion ensued with regard to public consultation.

RESOLVED: that the issue of public consultation be referred to the Cemetery Development Sub-Committee for further discussion.

FINANCE AND GENERAL PURPOSES COMMITTEE
Minutes of Meeting held 3rd October 2013

Present: Councillor E Connor (Chairman)
 Councillors R Bagnall, J Clark, M Clark, D Langan, D Nicol, G Phillips, W Smith D Tait,
 J White, L Williams and E Wood.

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

Apologies: Councillors W Hill, I Roberts and M Robinson.

F&GP 13/14/061 **Parish Council Financial Status – Bank Balances.**
 The Clerk reported the bank balances as at 30/09/2013 being £660,568.94.

RESOLVED: That the information be NOTED.

F&GP 13/14/062 **Income and Expenditure Report to 30/08/2013.**
 The report was circulated at the meeting.

RESOLVED: That the report be NOTED.

F&GP 13/14/063 **Cash Cheques.**
 The Clerk requested a cash cheque totaling £200 (Admin) be endorsed for payment.

F&GP 13/14/064 **Bank Transfer.**
 The Clerk informed Members that the transfer for September was £31,552.01.

RESOLVED: To ENDORSE transfers.

F&GP 13/14/065 **Invoices for endorsement for payment.**

SUPPLIER	INVOICE DATE	DESCRIPTION	AMOUNT £	PAID REF:
Allstar fuel card services	04.09.13	Fuel	£114.52	DD
Allstar fuel card services	07.08.13	Fuel	£57.00	DD
Allstar fuel card services	10.07.13	Fuel	£215.75	DD
Allstar fuel card services	14.08.13	Fuel	£297.31	DD
Allstar fuel card services	21.08.13	Fuel	£163.78	DD
Allstar fuel card services	24.07.13	Fuel	£444.29	DD
Allstar fuel card services	26.06.13	Fuel	£300.18	DD
Allstar fuel card services	28.08.13	Fuel	£136.31	DD
Angel Springs Limited	31.08.13	Water Cooler Rental	£34.42	DD
Ashley Gases	02.09.13	CO2 & N2CO2	£27.72	311744
Ashley Gases	16.09.13	CO2 and N2CO2	£37.92	311744
BOC	31.08.13	SWC Cellar CO2 monitor	£30.60	DD
Booker	04.09.13	Bar supplies	£188.30	DD
Booker	13.09.13	Bar supplies	£403.90	DD
Booker	27.09.13	Bar supplies	£165.32	DD
British Gas	03.09.13	Gas charges - SWC	£203.38	DD
British Gas	13.08.13	Electricity - Cemetery	-£52.07	DD
British Gas	13.09.13	Electricity - Memorial Park	£25.85	DD
British Gas	13.09.13	Electricity - Sports Pavillion	£30.94	DD
British Gas	13.09.13	Electricity - HCWAFC	£119.81	DD
British Gas	13.09.13	Electricity - Welfare Ground	£34.04	DD
British Gas	13.09.13	Electricity - SWC	£692.57	DD
British Gas	19.09.13	Electricity - Cemetery	£32.69	DD
Castle Eden Beer Co	13.09.13	Scorpion Lager	£168.00	311736
Castle Eden Beer Co	20.09.13	Scorpion Lager	£168.00	311736
Castle Eden Beer Company	27.09.13	Scorpion Lager	£168.00	311737
CDALC	30.07.13	Asbestos Awareness Training	£120.00	311745
Cemetery Development Services	10.09.13	Groundwater Audit	£4,008.00	311746
Co-operative Bank	02.09.13	Bank charges	£38.26	DD

Darlington Borough Council	18.09.13	Flowers	£3,928.04	311768
Durham County Council	13.09.13	Clean out cooling system - Kubota	£43.20	311747
Durham County Council	19.09.13	Tyre repair on grass cutter	£73.62	311769
Durham County Council	20.09.13	Strimmer line, fit new roller adjuster to Wessex deck	£214.19	311769
Greenlay (Grass Machinery) Limited	12.09.13	John Deere X740 Mower	£8,195.00	311748
Haswell & District Mencap	29.08.13	Repairs to Coffee Machine	£246.00	311749
Innerglass Ltd	10.09.13	Various cleaning supplies	£146.06	311750
ITC	26.09.13	Call out to configure printers	£123.50	311751
LWC	06.09.13	Bar supplies	£439.32	DD
LWC	13.09.13	Bar supplies	£853.72	DD
LWC	27.09.13	Bar supplies	£1,120.54	DD
LWC	27.09.13	Line cleaner	£11.98	DD
LWC	28.08.13	Returned John Smiths	-£222.84	DD
LWC	30.08.13	Bar supplies	£639.09	DD
LWC	30.08.13	Bar supplies	£165.53	DD
Machine Mart	13.09.13	Rope	£41.99	311752
Machine Mart	21.08.13	1½" Female coupling	£19.16	311752
Maxwells DIY	31.08.13	Various DIY supplies	£21.10	311753
Miracle Design and Play Limited	25.09.13	Slashproof swing seats	£406.12	311754
MKM	23.08.13	Plastic dustbin, sand & cement	£92.65	311755
NEREO	29.08.13	DBS - C Barron	£51.20	311757
Niramax	08.09.13	Trade waste	£80.94	311756
Niramax	15.09.13	Trade waste	£68.94	311756
Niramax	22.09.13	Trade Waste	£68.94	311756
Niramax	31.08.13	Trade waste	£68.94	311756
Npower	24.09.13	Elec & Gas - Welfare House	£65.30	311758
NTE	31.08.13	Telephone charges	£160.96	DD
O'Brien Waste Recycling	22.08.13	Skip for Welfare park	£150.00	311759
Online Playgrounds	19.09.13	Wetpour repair kit	£426.00	311760
Ords Group	19.09.13	Carbon Mon Det, Flash Drives	£114.43	311761
Ords Group	29.08.13	Health & Safety Posters	£63.60	311761
Rigby Taylor	03.09.13	R41, mascot, duraline, nurture	£1,226.96	311764
Rigby Taylor	03.09.13	R116	£144.50	311764
Rigby Taylor	13.09.13	Pro spread	£682.56	311764
Rigby Taylor	16.09.13	Kaloam	£856.80	311764
Shorts of Whitburn Ltd	16.09.13	Baroness Mower	£4,422.60	311763
TESS	31.08.13	Portaroo	£95.65	311766
Tom Rolfe Defying Gravity	02.09.13	Entertainment - 07.07 & 14.08.13	£340.00	311765
Trevor Jones	28.08.13	Cricket Pavillion shower exchange	£310.00	311767
Vodafone	13.09.13	Mobile charges	£96.46	DD
		Invoice Total for September 2013	£ 34,313.02	

RESOLVED: To ENDORSE the following invoices for payment:

F&GP
13/14/066

Members/Officers Allowances.

The Clerk advised he had received travel expenses from Councillor J White totaling £20.00.

RESOLVED: That the payments be ENDORSED.

F&GP
13/14/067

Social Welfare Centre Sub-Committee.

Members gave consideration to the Social Welfare Centre Sub-Committee minutes which was held on 19th September 2013.

The Clerk advised Members with regard to the recommendation made to waive the quotation process in accordance with Financial Regulation 11.5.

RESOLVED: that the recommendation be APPROVED.

F&GP **Internal Audit Report September 2013.**
13/14/068 Members gave consideration to the Internal Audit Report as above.

Much discussion ensued with regard to the recommendations made in the report.

RESOLVED: that recommendations 5.3, 5.6 and 5.7 be APPROVED.

F&GP **Audit of Accounts for the Year Ended 31/03/2013.**
13/14/069 Members gave consideration to the Audit of Accounts for the Year ended 31/03/2013.

The Clerk advised that there were no issues and no recommendations raised by the External Auditor.

RESOLVED: that the External Auditors report be APPROVED.

F&GP **Speed Limit Review: Grants Houses.**
13/14/070 Members gave consideration to correspondence received from Durham County Council with regard to Grants Houses, Horden, proposed speed limit review.

Much discussion ensued and it was

RESOLVED that;

- i. All changes in the speed limits be APPROVED
- ii. Durham County Council be contacted to ENDORSE their proposal.

F&GP **School Crossing Consultation.**
13/14/071 Members gave consideration to the lunchtime school crossing patrol consultation. A brief discussion ensued.

RESOLVED: that the information given, be NOTED.

F&GP **Garden Waste Consultation.**
13/14/072 Members gave consideration to correspondence received from Durham County Council with regard to the consultation on review of garden waste collections.

RESOLVED: that the following be fed back to Durham County Council.

- (i) the proposed charge for waste collections could lead to an increase in fly tipping
- (ii) for DCC to consider a discounted rate if residents had less collections throughout the year.

F&GP **Proposed Planning Applications.**
13/14/073

The Clerk declared a prejudicial interest as his Father attends Minerva House, he left the room at 8.15pm and re-entered at 8.20pm.

CE/13/00809/FPE – Two storey rear extension and balcony at Minerva House, St.Mary's Court, Horden for The Hospital of God Care Services.

RESOLVED: that the information given, be NOTED.

FULL PARISH COUNCIL
Minutes of Meeting held 3rd October 2013

Present: Councillor J White (Chairman)
 Councillors R Bagnall, J Clark, M Clark, E Connor, D Langan, D Nicol, G Phillips, W Smith
 D Tait, L Williams and E Wood

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

Apologies: Councillors W Hill, I Roberts and M Robinson.

HPC **Personnel Sub-Committee Minutes of Meeting held 24th September 2013.**
13/14/092 **RESOLVED:** that the minutes be NOTED.

HPC **Register of Disclosable Pecuniary and other Registrable Interests.**
13/14/093 Members gave consideration to correspondence received from Durham County Council with regard to the above.

The Clerk advised that the County Council had received most of the forms but that there were still a few outstanding. The Clerk advised Members that they must complete and return their forms Durham County Council if they had not already done so.

RESOLVED: that the information given, be NOTED.

HPC **Neighbourhood Protection Team Update August 2013.**
13/14/094 Members gave consideration to the above report which had been previously circulated.

RESOLVED: that the information given, be NOTED.

HPC **Staff Appreciation.**
13/14/095 Councillor R Bagnall advised that a member of the Parks and Cemetery staff had recently advised him that staff felt that they were unappreciated by the parish councillors.

A brief discussion ensued and it was

RESOLVED: that the item be discussed at the Workers Council Meeting in October.

HPC **Peterlee Regeneration Masterplan.**
13/14/096 The Clerk advised Members on the feedback received from the with regard to the above.

Much discussion ensued.

RESOLVED: that the information given, be NOTED.