

HORDEN PARISH COUNCIL
Minutes of Meeting held 4th September 2014

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

Staff: Ms J S Hunt (Assistant Clerk) and Mr J Bush (Parks and Cemetery Manager).

Also Present: PCSO Nicola Bowman.

HPC **Apologies for Absence.**
14/15/068 There were no apologies.

HPC **Minutes of the Meeting of Horden Parish Council held 3rd and 17th July 2014.**
14/15/069 **RESOLVED:** That the minutes be confirmed as a correct record to be signed by the Chairman, subject to the following amendments;

HPC 14/15/065 – Sunderland Road Football Pitch Fees – to read “Members discussed the facility requirements of the football teams and the possible closure of the building known as Sunderland Road Pavilion due to health and safety concerns following the recent structural engineers report.

Members also discussed the possibility of providing a portaloos on weekends for the football teams to use in the event of the pavilion being closed”

HPC **Matters Arising – Clerk’s Report.**
14/15/070

P&C 14/15/014 Damage / Incident Reports (Inspection Reports) – Horden Cricket Club had been sent a letter by the Finance and Administration Officer advising of their conduct when using the dressing rooms.

Remedial work identified to be carried out as and when time and finances allow.

P&C 14/15/018 Sunderland Road Pavilion – Clerk sent letter to tenant with regard to issue of electricity, also advising of conduct when speaking to members of staff.

Risk assessments already in place, an updated one has been done for lone working and safety measures have been implemented.

F&GP 14/15/034 Sunderland Road Pavilion Working Group – demolition quotations are being sought.

Presentation from Av Danzer placed on hold pending further enquiries.

HPC 14/15/067 War Memorial Clock – Assistant Clerk had contacted Smith and Derby on a number of occasions and is still awaiting a date of repair.

RESOLVED: That the information be NOTED.

HPC **Items Tabled for Information.**
14/15/071

Peterlee Star

Thursday 10th July 2014 “British Legion outraged at attack on war memorial”

Monday 14th July 2014 “Teddy Bears Picnic in Horden”

Tuesday 19th August 2014 “Ahoy there fun lovers – swashbuckling fun at Horden Park”

HPC **RESOLVED:** that the information, be NOTED.
14/15/072

Police Report.

The Chairman welcomed to the meeting PCSO Nicola Bowman who reported on the following incidents From 4th July to 3rd September 2014:-

Recorded incidents in Horden	593
Burglary	20
Vehicle Crime – theft of	14
Vehicle Crime – theft from	
Thefts	
Rowdy, Nuisance Behavior	123
Criminal Damage	13

PCSO Bowman advised that off road bikes are still a big problem within the village and that the PACT priority for this is still in place.

She advised on a new initiative targeting under-age drinking and an initiative called “challenge 25” which had been piloted in public houses in Peterlee and had a very good response.

RESOLVED that the information given, be NOTED.

HPC
14/15/073

Public Participation.

There were no members of the public present.

PARKS AND CEMETERY COMMITTEE
Minutes of Meeting held 4th September 2014

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

Staff: Ms J S Hunt (Assistant Clerk) and Mr J Bush (Parks and Cemetery Manager).

Apologies:

P&C 14/15/019 **Parks & Cemetery Manager's Report.**
 The report previously circulated covered the period 23rd June to 24th August 2014.

RESOLVED that;

- i. that the information given be NOTED.
- ii. a letter of thanks be sent to the Parks and Cemetery Staff.

P&C 14/15/020 **Damage/Incident Reports.**
 The Assistant Clerk advised Members of the following damage/incident reports:-

- | | | |
|----------|--------|--|
| 18.06.14 | Damage | <u>Welfare Park</u>
Bedding plants pulled out and trampled.
Police informed.
Beds replanted. |
| 25.06.14 | Damage | <u>Church Green</u>
Pillar at top of Church Green knocked down and damaged.
Police informed.
Incident no: 0068-25062014
Rubble removed and area made safe. |
| 29.06.14 | Damage | <u>Church Green</u>
Further damage to the wall around Church Green.
Police advised.
Incident no: 215315-29062014. |
| 05.07.14 | Damage | <u>Memorial Clock, Memorial Park</u>
Both Perspex fronts on Memorial Clock smashed, golf ball stuck in mechanism.
Police informed.
Incident no: DHM-06072014-0153 |
| 09.07.14 | Damage | <u>Memorial Park</u>
The cross bar of the swings had four bolts removed and the cross bar itself removed, suspected attempted theft.
Police informed
Incident no: 121-10072014
Cross bar stored safely until parts arrive to repair and replace. |
| 19.07.14 | Damage | <u>Welfare Park</u>
Flower bed trampled, approx. 12 plants damaged.
Police informed
Incident no: 395-19072014 |

RESOLVED: that the information given, be NOTED.

P&C 14/15/021 **Thorpe Road Cemetery Extension.**
 Members gave consideration to correspondence received from youngsRPS with regard to the "heads of terms" for the proposed purchase of the land at Horden Hall Farm for the purpose of extending the existing cemetery.

A brief discussion ensued and it was;

RESOLVED: that the Assistant Clerk contact youngsRPS to confirm details of the "heads of terms" in order to make progress.

P&C
14/15/022

Sunderland Road Pavilion.

The Assistant Clerk advised Members that she had received a budget price quotation on the supply, delivery and erection of Linkpak modules of which a copy had been previously circulated.

She advised that this was excessive and that Members may need to re-consider the previous resolution to demolish the building and consider the refurbishment of the building, which would possibly be a cheaper option.

A lengthy discussion ensued with regard to the alternative options and the possibility of seeking financial support to help fund the project.

RESOLVED that;

- i. a working party be convened to discuss further.
- ii. a letter be sent to the users of Sunderland Road Pavilion, advising them of the need to restrict their use of the building due to health and safety concerns.

FINANCE AND GENERAL PURPOSES COMMITTEE
Minutes of Meeting held 4th September 2014

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

Staff: Ms J S Hunt (Assistant Clerk)

Apologies:

F&GP **Parish Council Financial Status – Bank Balances.**

14/15/043 The Assistant Clerk reported the bank balances as at 29/08/2014 being £429,117.83.
RESOLVED: That the information be NOTED.

F&GP **Income and Expenditure Report to 31/07/2014.**

14/15/044 The report was circulated at the meeting.
RESOLVED: That the report be NOTED.

F&GP **Cash Cheques.**

14/15/045 The Assistant Clerk requested a cash cheque totaling £200 (Admin) be endorsed for payment.
RESOLVED: to ENDORSE cheque for payment.

F&GP **Bank Transfer.**

14/15/046 The Clerk informed Members that the transfer for August was £26,004.38.
RESOLVED: To ENDORSE transfers.

F&GP **Invoices for endorsement for payment.**

14/15/047 **RESOLVED:** To ENDORSE the following invoices for payment:

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Payment Ref:
All Star Business	02.07.14	Fuel Charges	£343.62	DD
All Star Business	16.07.14	Fuel Charges	£334.29	DD
All Star Business	23.07.14	Fuel Charges	£152.43	DD
All Star Business	30.07.14	Fuel Charges	£262.85	DD
Angel Springs	30.06.14	Water Cooler Rental	£35.62	DD
Ashley Gases	07.07.14	SWC Bar Cellar Gases	£27.72	312123
Ashley Gases	29.07.14	SWC Bar Cellar Gases	£26.28	312123
BOC	30.06.14	CO2 Monitor	£31.98	DD
Booker Wholesale	11.07.14	SWC Bar Supplies	£397.11	DD
Booker Wholesale	01.08.14	SWC Bar Supplies	£527.71	DD
British Gas	10.07.14	SWC Electricity	£526.57	DD
British Gas	10.07.14	Welfare Park Electricity	£41.94	DD
British Gas	10.07.14	Welfare Ground Electricity	£67.28	DD
British Gas	10.07.14	Sports Pavilion Electricity	£30.46	DD
British Gas	10.07.14	Memorial Park Electricity	£20.09	DD
British Gas	10.07.14	Cemetery Electricity	£23.79	DD
CDALC Training Partnership	24.07.14	Paper Chase Training x6 delegates	£180.00	312124
Concept	17.07.14	Photocopier Cost per Copy x3 months	£134.33	DD
Co-operative Bank	01.07.14	Bacs Charges June 2014	£32.04	DD
DTA	04.07.14	Scorpion Lager	£252.00	312120
DTA	01.08.14	Scorpion Lager	£252.00	312120
DTA	01.08.14	Credit owed	£-7.95	312120
Durham County Council	11.07.14	Repairs to Mower	£321.98	312125
Durham County Council	15.07.14	Occupational Health Appointment	£45.00	312125
Durham County Council	22.07.14	Replace Belts on Mower	£159.30	312125
Durham County Council	31.07.14	New Blades for Kubota	£246.54	312125
Franks Portlock	01.08.14	Asbestos Survey Sunderland Rd Pavilion	£540.00	312126
Innerglass Ltd	31.07.14	SWC Cleaning Supplies	£161.80	312127
J Laidlaw Carpentry	22.07.14	Supply & Fit Safety Door HPC Office	£100.00	312119
John Barron Test Station	18.07.14	MOT Cemetery Van	£35.00	312128
John Barron Test Station	28.07.14	Supply & fit new water pump Pick Up Van	£105.00	312128
Karl Jeffery	02.04.14	Puppet Show 06/08/14	£190.00	312122
Lloyd Ltd	21.07.14	Blade & Bottom Link	£135.28	312129
LWC Wholesale	04.07.14	SWC Bar Supplies	£450.15	DD
Machine Mart	11.07.14	Stroke Oil	£17.97	312130

Maxwells DIY	30.06.14	Various DIY Supplies	£64.79	312131
Nationwide Retail Systems	16.07.14	Maintenance/Call Out Service SWC Bar Till	£102.00	312132
Niramax Group	06.07.14	Trade Waste Collections	£84.30	312133
Niramax Group	13.07.14	Trade Waste Collections	£92.70	312133
Niramax Group	20.07.14	Trade Waste Collections	£60.54	312133
Niramax Group	27.07.14	Trade Waste Collections	£75.42	312133
Niramax Group	31.07.14	Trade Waste Collections	£79.74	312133
NTE	01.07.14	Phone Line/Call & Internet Charges	£160.66	DD
Party Animals	06.07.14	Entertainment Teddy Bears Picnic	£225.00	312116
Spaldings	23.06.14	Hoe, Trimmer Line, Shears, safety glasses	£246.43	312134
Steadfast Security	08.07.14	Alarm Maintenance 2014/15	£103.20	312135
Vodafone	11.07.14	Mobile Phones	£89.35	DD
Invoice Total for July 2014			£7,584.31	

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Payment Ref:
A1 Trophies	18.08.14	Corner Flags - S'Land Road	£53.90	312145
All Star Business	13.08.14	Fuel Charges	£192.76	DD
All Star Business	20.08.14	Fuel Charges	£144.25	DD
All Star Business	27.08.14	Fuel Charges	£124.01	DD
Angel Springs	31.07.14	SWC Water Cooler Rental	£35.62	DD
Ashley Gases	18.08.14	SWC Cellar Gases	£17.52	312146
Booker	15.08.14	SWC Bar Supplies	£179.23	DD
British Gas	04.08.14	Cemetery Electricity	£22.04	DD
British Gas	12.08.14	Welfare Ground Electricity	£92.85	DD
British Gas	12.08.14	SWC Electricity	£565.52	DD
British Gas	12.08.14	Memorial Park Electricity	£18.64	DD
British Gas	12.08.14	Sports Pavilion Electricity	£95.00	DD
British Gas	12.08.14	Welfare Park Electricity	£42.55	DD
BT	11.08.14	SWC Alarm Line Rental (3 months)	£3.74	DD
CDALC	15.08.14	Edition of Local Councils Explained	£44.34	312147
Concept	07.08.14	Photocopying - cost per copy	£99.54	DD
Co-operative Bank	01.08.14	BACS Charges	£42.12	DD
Diesels TVC	04.08.14	Replace cover & bulb on pick up	£24.00	312148
Diesels TVC	04.08.14	Grave Shoring & Roundabout Ride Repairs	£252.00	312148
Diesels TVC	28.08.14	Repairs to Trampoline & Roller	£492.00	312148
DTA	22.08.14	Scorpion Lager	£168.00	312142
Durham County Council	18.08.14	New pump SWC Boilers	£2,594.04	312159
Durham County Council	31.07.14	Service SWC Lift	£60.00	312149
Durham County Council	14.08.14	Repairs to John Deere	£45.00	312149
Homecare	27.08.14	DIY Goods	£48.42	312160
Kraftwerx	19.08.14	Repairs to swing and steel fencing	£114.00	312150
Kraftwerx	19.08.14	Repairs to climbing frame in Welfare Park	£360.00	312150
Llewellyn for Fun	13.08.14	Punch & Judy - Pirates in the Park	£290.00	312151
LWC	01.08.14	SWC Bar Supplies	£1,932.48	DD
LWC	15.08.14	SWC Bar Supplies	£374.34	DD
LWC Wholesale	22.08.14	SWC Bar Supplies	£431.51	DD
Mortons Solicitors	20.08.14	Legal Provision	£9,841.02	312158
Niramax Group	10.08.14	Trade Waste	£68.94	312152
Niramax Group	17.08.14	Trade Waste	£56.94	312152
Nordstrom	31.07.14	Wood for Coffin Rests	£76.51	312153
NTE	31.07.14	Phone Li ne/Calls & Internet Charges	£156.08	DD
RBS	01.08.14	Omega Accounts Maintenance/Support	£715.20	312154
Rigby Taylor	05.08.14	Weedkiller & Fertilizer	£354.90	312155
Treasured Memories	15.08.14	Memorial Plaque	£28.20	312156
Vodafone	14.08.14	Mobile Phones	£84.80	DD
XE-UK	12.08.14	Balloon Twister - Pirates in the Park	£140.00	312157
Invoice Total for August 2014			£20,428.11	

F&GP
14/15/048

Members/Officers Allowances.

The Assistant Clerk advised she had received participation allowance and travel expenses for Councillors W Smith and J White, totaling £678.23.

RESOLVED: That the payment be **APPROVED**.

F&GP
14/15/049

Minutes of the Personnel Sub-Committee Meeting held 14th July 2014.

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

F&GP Cemetery Development Services.

14/15/050 Members gave consideration to the proposal for the production of Planning Submissions for the proposed cemetery development, which had been previously circulated.

RESOLVED: that the proposal be APPROVED, subject to the “fee base for pre-planning” being amended with the correct additions.

F&GP Welfare Park Tractor Replacement.

14/15/051 The Assistant Clerk advised that she had received three quotations for the replacement of the Welfare Park Tractor. Quotation A in the sum of £17,200.00 + vat, quotation B in the sum of £15,450.00 + vat or £14,400.00 + vat for a demo machine and quotation C in the sum of £17,050.00 + vat.

RESOLVED: that quotation B from Lloyd Limited in the sum of £15,450.00 + vat be APPROVED, to be taken from capital purchases .

F&GP Horden Youth and Community Centre.

14/15/052 Members gave consideration to correspondence received from Horden Youth and Community Centre, with regard to waiving the fees for summer activities taking place on Sunderland Road Playing Fields.

RESOLVED: that the waiving of the fees be APPROVED.

F&GP County Durham and Cleveland – County Training Partnership.

14/15/053 Members gave consideration to future training events as follows;

A Members advised that the Clerk and the Assistant Clerk not be considered for the following training due to workloads.

- A: Delegation, Terms of Reference, Financial Regulations and Standing Orders, to be held on 30th September 2014 at The John Whitehead Park Bowling Club, Causeway, Billingham, TS23 2DD, at a cost of £30 per person + vat.
- B: Setting and Controlling Budgets, Precepts and Grants, to be held on 15th October 2014 at Committee Room No 1A, County Hall, Durham, DH1 5UE, at a cost of £30 per person + vat.
- C: Policies, Social Media & the Press, Health & Safety and Risk Assessments, to be held on 10th November 2014 at Shildon Town Council Civic Hall, Shildon, DL, at a cost of £30 per person + vat.

RESOLVED: that Councillors E Connor, D Langan, D Nicol and W Smith attend training A. Councillors D Langan, D Nicol and W Smith attend training B and Councillors R Bagnall, D Langan, I Roberts and W Smith attend training C.

F&GP Donation Request: Butterwick House Children’s Hospice.

14/15/054 Members gave consideration to correspondence received from Butterwick House Children’s Hospice with regard to a donation request.

RESOLVED: that a donation of £50 be GRANTED.

F&GP Proposed Planning Applications.

14/15/055 **PL/5/2012/0048 Resubmission (enclosed)** – Two storey front and side extension with front porch at 19, Maritime Crescent, Horden for Mrs J Tough.

Councillors R Bagnall and L Williams left the meeting at 9.05pm.

FULL PARISH COUNCIL
Minutes of Meeting held 4th September 2014

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

Staff: Ms J S Hunt (Assistant Clerk).

Apologies:

- HPC**
14/15/074 **LGPS Regulations – Employer Discretions.**
 Under the regulations that govern the Local Government Pension Scheme from 1st April 2014, scheme employers Horden Parish Council are required to prepare and publish a written policy in relation to five specific discretions that they have. Following a meeting with Pensions Management at DCC it was agreed that all scheme employers would follow DCC Employer Discretions as they administered the scheme.
RESOLVED: to ADOPT DCC Discretionary Payments Policy.
- HPC**
14/15/075 **The Openness of Local Government Bodies Regulations.**
 Report circulated previously
RESOLVED: that the information given, be NOTED.
- HPC**
14/15/076 **Citizens Advice Bureau County Durham.**
 Report circulated previously.
RESOLVED: that the information given, be NOTED.
- HPC**
14/15/077 **A1086 Coast Road, Blackhall to Horden – Temporary Speed Restriction Order.**
 Report circulated previously.
RESOLVED: that the information given, be NOTED and to display on the Parish noticeboard.
- HPC**
14/15/078 **NALC Media Release 13 August 2014.**
 Report circulated previously.
RESOLVED: that the information given, be NOTED.
- HPC**
14/15/079 **Sustainable Communities Act, Empowering Parish Councils to sell electricity.**
 Members gave consideration to correspondence received from Local Works with regard to a draft Sustainable Communities Act Proposal.
RESOLVED that;
- i. the information given be NOTED
 - ii. to submit proposal under the Sustainable Communities Act