

HORDEN PARISH COUNCIL
Minutes of Meeting held 2nd October 2014

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

Staff: Ms J S Hunt (Assistant Clerk) and Mr W Rudkin (Parks and Cemetery Supervisor).

Also Present: Mr Chris Estill (Accent Homes) and Mr Darren Meadows (Member of the Public).

HPC **Apologies for Absence.**
14/15/083 **RESOLVED:** Apologies RECEIVED and approved W Hill and I Roberts.

HPC **Minutes of the Meeting of Horden Parish Council held 4th and 25th September 2014.**
14/15/084 **RESOLVED:** That the minutes be confirmed as a correct record to be signed by the Chairman, subject to the following amendments;
 Councillor W Smith's name be removed from being present.

HPC **Matters Arising – Clerk's Report.**
14/15/085

P&C 14/15/21 Thorpe Road Cemetery Extension - The Assistant Clerk had contacted Youngs RPS to confirm details of the heads of terms. The Clerk is now awaiting a response.

F&GP 14/15/51 Welfare Park Tractor Replacement – The tractor has been ordered from Lloyds.

RESOLVED: That the information be NOTED.

HPC **Items Tabled for Information.**
14/15/086 There were no items tabled for information.

HPC **Police Report.**
14/15/087 There were no representatives from the Police currently present.

HPC **Public Participation.**
14/15/088 The Chairman welcomed to the meeting Mr Chris Estill from Accent Homes.

Mr Estill introduced himself and advised that he had been newly appointed to Accent Homes to help with the issues surrounding housing within the village.

He then proceeded to give a brief update on the current and proposed initiatives.

Members requested that this be a regular agenda item on the Full Council.

PARKS AND CEMETERY COMMITTEE
Minutes of Meeting held 2nd October 2014

Present: Councillor R Bagnall (Chairman)
 Councillors 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 W Rudkin (Parks and Cemetery Supervisor).

Apologies: Councillors W Hill and I Roberts.

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

14/15/023 The report previously circulated covered the period 25th August to 21st September 2014.

The Parks and Cemetery Supervisor advised Members that a piece of equipment known as a scarifier was broken, resulting in the need to hire a scarifier. He also advised that he had been informed of a second hand scarifier that was currently available at a cost of £2000 and that the purchase of this piece of equipment would be a big saving in respect of manpower and future costs.

The Assistant Clerk advised this may not be the correct committee to discuss this item due to the fact that there were financial implications and advised that this should be placed on another agenda to be discussed at a Finance and General Purposes Committee for further discussion.

A Member requested clarification on to the Standing Orders with regards to the Clerk's spending powers in an emergency situation.

A Member advised that this was an emergency therefore should be discussed and a resolution made.

RESOLVED: that the purchase of this equipment be APPROVED and that the costs be taken from the relevant budget.

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

14/15/024 The Assistant Clerk advised Members of the following damage/incident reports:-

- 06.09.14 Incident Welfare Park
 Youths seen pulling flowers from the flowerbeds. Group of youths in the park at the time were escorted from the park by the Police after the incident was reported. Police informed.
 Incident no: 0390-060914
- 08.09.14 Damage Cotsford Park Play Area
 On inspecting the park the swing was found to be covered in graffiti. Police informed.
 Incident no: 0209-08092014 Broken seats were collected and disposed of (with Police consent)
- 09.09.14 Damage Welfare Park
 Bottom Drive flowerbeds and shrubbery damaged. The letter "L" (from Welfare Park) was also removed from the bottom gate. Police informed. Letter to be replaced.

A brief discussion ensued with regard to the recent damage to flowerbeds within the Welfare Park and whether or not the culprits had been apprehended by the Police.

A Member suggested that the Community Safety Team be contacted to carry out an assessment on the Parks to establish whether or not the installation of CCTV within the Parks would be of benefit to the Parish Council.

RESOLVED: that the information given, be NOTED and that enquiries be made with the Community Safety Team into CCTV assessment.

P&C **Sunderland Road Pavilion.**

14/15/025 A Member advised on the minutes from 1st May 2014 in which this item had previously been discussed as below;

- P&C** **Sunderland Road Changing Rooms.**
14/15/005 The Assistant Clerk advised Members on the Structural Engineer's Report, which had been previously circulated.
 Much discussion ensued with regards to the future of the building and what the next steps would be.

RESOLVED that;

- i. BDN be contacted to request permission to disclose their report to C.I.S.W.O.
- ii. a working group be formed to discuss the future of the building and that the working group to include the following Councillors; R Bagnall, E Connor, W Hill, D Langan, D Nicol, G Phillips, I Roberts, M Robinson, W Smith, D Tait, J White and L Williams.
- iii. that the football teams be allowed to continue using the facilities until the end of the football season and that Mr Robinson be allowed to continue until the end of his lease.

There was some uncertainty as to why this item had been placed on the agenda.

A Member advised that the item was placed on the agenda by request as there was a need to establish a new working group to make progress.

Councillor Langan wished to have it recorded in the minutes that, following comments from a Member he felt his efforts to progress this issue were being "trashed" and required his name to be removed from the original working group.

RESOLVED that;

the new working group consist of the following Councillors;

- i. J Clark, D Nicol, D Tait, W Smith, with Councillors G Phillips and M Robinson in reserve.
- ii. An invitation be extended to Mr J Collings and also the Regeneration Partnership.

- P&C** **Cotsford Park Play Area.**
14/15/026 Due to the absence of the Clerk, The Assistant Clerk gave a brief update on the situation with regard to the ordering of the play equipment.

She advised that the Parish Council were required to place the order for the play equipment and that the Parish Council would be required to meet the costs initially then would be re-imbursed with the costs once the project has been completed and the group(s) are satisfied with the work.

She requested clarification that Members accepted the situation with regards to re-imburement of costs before proceeding with the ordering of the play equipment.

RESOLVED: that the order be placed.

Councillors Connor and Langan abstained.

- P&C** **Thorpe Road Cemetery Extension.**
14/15/027 **RESOLVED:** that, due to the absence of the Clerk this item be DEFERRED.

- P&C** **Pit Wheel Monument.**
14/15/028 Following correspondence from the Grounds Maintenance Team Leader of Durham County Council, in which he enquired as to whether the Parish Council have any responsibility to maintain the Monument.

A Member gave a brief report on the history of the monument and enquired as to whether there was any information available on the public liability of the monument.

A lengthy discussion ensued with regard to who is responsible for the maintenance of such memorials.

RESOLVED: to seek further information from CDALC and the Secretary of the AAP Town and Parish Councils.

- P&C** **Cessation of Smoking in Playgrounds.**
14/15/029 Members gave consideration to the above consultation document from Durham County Council.

RESOLVED: the Assistant Clerk to return completed questionnaire.

FINANCE AND GENERAL PURPOSES COMMITTEE
Minutes of Meeting held 2nd October 2014

Present: Councillor E Connor (Chairman)
 Councillors R Bagnall, J Clark, M Clark, 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)

Apologies: Councillors W Hill and I Roberts.

F&GP 14/15/056 **Parish Council Financial Status – Bank Balances.**
 The Assistant Clerk reported the bank balances as at 30/09/2014 being £389,127.24.

The Assistant Clerk advised that in addition there should be a precept amount of £240,594.00 and further advised that as the precept is now paid via cheque and has been paid into the Community Account. This is due to be transferred into the Current Account next month, therefore the total should be £629,721.24.

RESOLVED: That the information be NOTED.

F&GP 14/15/057 **Income and Expenditure Report to 31/08/2014.**
 The report was circulated at the meeting.

RESOLVED: That the report be NOTED.

F&GP 14/15/058 **Cash Cheques.**
 The Assistant Clerk requested a cash cheque totaling £130 (£100 Admin and £30 Cem) be endorsed for payment.

RESOLVED: to ENDORSE cheque for payment.

F&GP 14/15/059 **Bank Transfer.**
 The Clerk informed Members that the transfer for September was £39,990.59.

RESOLVED: To ENDORSE transfers.

F&GP 14/15/060 **Invoices for endorsement for payment.**
RESOLVED: To ENDORSE the following invoices for payment:

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Payment Ref:	Re-charge Amount
A1 Trophies	09/09/2014	Engraved Memorial Plaque for Bench	£18.00	312182	£18.00
All Star Business	24.09.2014	Fuel Charges	£300.25	D/D	
All Star Business	03/09/2014	Fuel Charges	£124.03	D/D	
All Star Business	10/09/2014	Fuel Charges	£235.36	D/D	
All Star Business	17/09/2014	Fuel Charges	£127.75	D/D	
Angel Springs	31/08/2014	Water Cooler Rental	£35.62	D/D	
Ashley Gases	15/09/2014	SWC Cellar Gases	£36.48	312183	
BOC	31/08/2014	CO2 Monitor	£31.98	D/D	
BOC Ltd	30.09.2014	CO2 Monitor SWC Cellar	£32.88	D/D	
Booker Wholesale	28/08/2014	SWC Bar Supplies	£190.56	D/D	
Booker Wholesale	05/09/2014	SWC Bar Supplies	£135.23	D/D	
Booker Wholesale	19/09/2014	SWC Bar Supplies	£575.52	D/D	
British Gas	09/09/2014	HCWAFAC Electricity	£91.08	D/D	£91.08
British Gas	09/09/2014	Cemetery Electricity	£24.26	D/D	
British Gas	09/09/2014	Sports Pavilion Electricity	£54.94	D/D	
British Gas	09/09/2014	Welfare Park Electricity	£50.28	D/D	
British Gas	09/09/2014	Memorial Park Electricity	£13.08	D/D	
British Gas	09/09/2014	SWC Electricity	£542.00	D/D	
British Gas	17/09/2014	SWC Gas Charges	£1,552.40	D/D	
Com Shop	17/09/2014	Computer Mouse	£7.99	312184	
Co-operative Bank	01/09/2014	BACS BPS Charges	£35.64	D/D	
Co-operative Bank	01/09/2014	FD Online	£30.00	D/D	
Darlington Borough Council	22/09/2014	Summer Bedding	£4,333.93	312206	
DTA	19/09/2014	Scorpion Lager	£168.00	312172	
Durham County Council	26/08/2014	Repairs to Kubota	£83.92	312185	
Durham County Council	27/08/2014	SWC Lift Call Out & Repair	£108.47	312185	
Durham County Council	27/08/2014	Shackle and Bolts	£16.56	312185	
Durham County Council	10/09/2014	SWC Lift Service	£60.00	312185	
Easington Tyre Centre	02/09/2014	Repair Exhaust on Cemetery Van	£110.00	312186	
Eurooffice	10/09/2014	Stationery Supplies	£50.28	312187	

Greenlay	26/08/2014	Tractor Digging Bucket Carriage	£30.00	312188	
Greenlay	08/09/2014	Tractor Grave Digging Bucket	£663.96	312188	
Harbro Electrical	24.09.2014	SWC Lights	£77.76	312189	
Harbro Electrical	22.09.2014	SWC Lights	£185.81	312189	
Homecare	26.09.2014	Paint, Cement, Concrete, hammer	£107.44	312190	
Horn's Garden Centre	04/09/2014	Memorial Bench for Cemetery	£195.00	312191	£195.00
Innerglass	04/09/2014	x2 new vacuum cleaners & bags	£896.50	312192	
Integrated Office Systems	31/08/2014	Refuse Black Sacks	£186.00	312193	
J Laidlaw Joinery	23/09/2014	Supply timber & make Grave Boards	£640.00	312173	
JRB Enterprise	23.09.2014	Dog Bags & Carriage	£777.60	312194	
LWC	20/06/2014	SWC Bar Supplies	£453.01	D/D	
LWC	22/08/2014	SWC Bar Supplies	£431.51	D/D	
LWC	05/09/2014	SWC Bar Supplies	£1,065.73	D/D	
LWC	19/09/2014	SWC Bar Supplies	£687.13	D/D	
MacDonald Martin	28/08/2014	Fire Risk Assessment Green Leaf Café	£354.00	312195	
Machine Mart	19/08/2014	Machinery & attachments	£341.95	312196	
MKM Building Supplies	12/09/2014	Brooms & Handles	£50.47	312197	
Niramax Group	30.09.2014	Trade Waste	£80.34	312198	
Niramax Group	24/08/2014	Trade Waste Collections	£68.94	312198	
Niramax Group	31/08/2014	Trade Waste Collections	£68.94	312198	
Niramax Group	07/09/2014	Trade Waste Duty of Care	£4.14	312198	
Niramax Group	14/09/2014	Trade Waste Collections	£60.54	312198	
Niramax Group	21/09/2014	Trade Waste Collections	£56.94	312198	
NTE Ltd	01/09/2014	Phone Line, Call, Internet Charges	£155.14	D/D	
O'Brien	31/07/2014	Cardboard Recycle Trade Waste	£26.40	312199	
O'Brien	19/09/2014	Credit for Overcharge	-£13.20	312199	
Protec Direct	19.09.2014	Safety Boots	£189.29	31220	
Rigby Taylor	02/09/2014	Seed for Cricket and Bowls	£209.95	312209	
Rigby Taylor	16/09/2014	Topdressing Cricket & Bowls	£1,272.00	312209	
Rigby Taylor	26.09.2014	Line Marker	£660.96	312209	
St John's Ambulance	26/08/2014	Medical Cover Pirates in the Park	£66.24	312202	
Tees Turf Machinery	04/09/2014	Hire of Huxley Tractor Scarifier	£138.00	312203	
Trevor Jones	28/08/2014	Repair Bowls Toilets & Pavilion shower	£285.00	312204	
Trevor Jones	26/08/2014	isolate water S'Land Rd & Repairs	£115.00	312204	
Trevor Jones	17/09/2014	New lights & starters Works Build.	£117.34	312204	
Trevor Jones	16/09/2014	New toilets Bowls Pavilion	£270.00	312204	
Trevor Jones	18/09/2014	Works Build. Toilet Repairs, Hand Dryers	£690.00	312204	
Viking	18/09/2014	Box Files & Stamps	£142.00	312205	
Vodafone	11/09/2014	Mobile Phones	£85.06	DD	
Invoice Total for September 2014			£21,051.38		

F&GP
14/15/061

Members/Officers Allowances.

The Assistant Clerk advised she had received participation allowance and travel expenses for Councillors R Bagnall, E Connor, W Smith and J White and E Wood, totaling £1220.53.

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

F&GP
14/15/062

SWC Minutes of Meeting held 25th September 2014.

RESOLVED that;

- i. the information given, be NOTED.
- ii. SWC 14/15/17 (i) be APPROVED
- iii. SWC 14/15/17 (ii) be APPROVED
- iv. SWC 14/15/22 (i) be APPROVED
- v. SWC 14/15/22 (ii) be APPROVED

Councillor W Smith declared a prejudicial interest and left the room at 7.50pm.

F&GP
14/15/063

Horden Heritage Centre.

Members gave consideration to the correspondence received from the above with regard to a donation request.

RESOLVED: that a donation of £50 be GRANTED.

Councillor W Smith re-entered the room at 7.55pm.

- F&GP**
14/15/064 **Butterwick House Children's Hospice.**
Members gave consideration to correspondence received from Butterwick House Children's Hospice thanking the Parish Council for their donation.
RESOLVED: that the letter be RECEIVED and displayed on the noticeboard.
- F&GP**
14/15/065 **Proposed Planning Applications.**
DM/14/02742/FPA – Subdivision of property to create additional dwelling for Mr S Shah at 14B Blackhills Road, Horden, County Durham.
RESOLVED: that the Assistant Clerk contact Durham County Councils informing them that there are no concerns.

FULL PARISH COUNCIL
Minutes of Meeting held 2nd October 2014

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

Staff: Ms J S Hunt (Assistant Clerk).

Apologies: Councillors W Hill and I Roberts.

HPC **NALC Larger Councils Committee Elections 2014 - 2016.**
14/15/089 Members gave consideration to the nomination of members of the NALC Larger Council's Committee for the tenure November 2014 – November 2016.

A Member advised that there was not enough information provided to nominate, therefore Members could not make a decision.

RESOLVED: that the information given, be NOTED.

HPC **Members delegated to Outside Bodies.**
14/15/090 Cllr M Robinson summarised the Extra-ordinary Meeting of the Local Advisory Board, which she recently attended.

Cllr Langan was requested by another Member to update Members on the Northumbria In Bloom Welfare Park Award, as he was in attendance but not as a representative of the Parish Council.

Cllr Clark summarized the AAP Meeting which she attended on the 18th September 2014.

Cllr E Connor summarised the Horden Colliery Residents Association Meeting which she recently attended.

RESOLVED: that the information given, be NOTED.

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.

HPC ***Councillors E Connor and G Phillips declared a prejudicial interest. Councillor Phillips left the room at 8.20pm.***
14/15/091

Horden Colliery Banners.

Members gave consideration to the repair costs and the relocation of the Harold Wilson Community Banner.

Councillor E Connor advised Members that the initial deposit of £750 was paid by Horden Banner Committee.

Councillor E Connor then left the room at 8.25pm.

A very lengthy discussion ensued with regard to the history, ownership and future use of the banners.

RESOLVED that;

- i. Councillor E Connor be given dispensation.
- ii. to contact Mr Hopper (DMA) to advise him who had paid the deposit. In addition to provide details and proof of ownership.
- iii. to contact Horden Banner Committee to advise them on the correct procedure for the removal of banners from Horden Social Welfare Centre and to request the return of all banners.