

HORDEN PARISH COUNCIL
Minutes of Meeting held 13th May 2015

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

Staff: Mr P Davison (Clerk), Ms J S Hunt (Assistant Clerk) and Mr C Muir (Parks and Cemetery Team Leader).

**Also
Present:**

HPC **Apologies for Absence.**
15/16/036 **RESOLVED:** Apologies RECEIVED and approved for Councillors M Clark and D Tait.

HPC **Minutes of the Meeting of Horden Parish Council held 2nd April and 6th May 2015.**
15/16/037 **RESOLVED that:**
the minutes of 2nd April be confirmed as a correct record to be signed by the Chairman.
The minutes of 6th May be removed due to an error in their production.

HPC **Matters Arising – Clerk’s Report.**
15/16/038

- P&C 14/15/054 Damage / Incident Reports – site visit to Cemetery Chapel has taken place – 4 Members attended and the Assistant Clerk.
- P&C 14/15/055 Station Road Allotments – Castle Eden Estates have been contacted and they have stated that they are quite happy to accept the request, provided it is with the consent of the Parish Council and the Allotment holders.
The Assistant Clerk spoke with Ian Mclean from Peterlee Fire Services and they have no objections provided they can gain access when needed, i.e. be issued with a key if it is a drop bollard.
The Administration and Finance Officer has contacted Durham County Council with regard to whether or not the area is a bridal way.
- HPC 14/15/163 Horden BMX Cycling Track – The Assistant Clerk has written to Durham County Council, giving the required 6 months notice to terminate the lease.

RESOLVED: That the information be NOTED.

HPC **Items Tabled for Information.**
15/16/039 There were no items.

HPC **Police Report.**
15/16/040 There were no members of Durham Constabulary currently present.

HPC **Public Participation.**
15/16/041 There were no members of the public present.

PARKS AND CEMETERY COMMITTEE
Minutes of Meeting held 13th May 2015

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

Staff: Mr P Davison (Clerk), Ms J S Hunt (Assistant Clerk) and Mr C Muir (Parks and Cemetery Team Leader).

Apologies: Councillors M Clark and D Tait.

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

15/16/001 The report previously circulated covered the period from 23rd March to 26th April 2015.

The Parks and Cemetery Supervisor advised Members that the green flag judges had visited on Monday and were very impressed with the Park.

A Member advised that they had been approached by a couple of people about the toilets in the Bowls Pavilion being out of action or needing some work doing, which is causing problems and they are not quite sure where this is sitting with the Parish Council. The Member then stated that there is nothing on the report for the Welfare Park regarding this.

The Assistant Clerk requested clarification of the work that needed doing. She further advised that the Parks and Cemetery Manager has this in hand and that a quotation for the necessary work has been sought and once received works will be carried out.

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

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

15/16/002 The Assistant Clerk advised Members of the following damage/incident reports:-

Incident: SWC Office –The Chairman (Mrs Jean White) had a fainting spell and fell off her chair onto the floor of the office banging her head in the process. Office staff placed Jean in the recovery position and called for an ambulance. After waiting an hour and twenty minutes for an ambulance, it was decided that Brian (Jeans partner) would take her to the walk-in centre.

RESOLVED that:

- i. that a letter be sent to the appropriate persons expressing Members concern with regard to the response time of the Ambulance Service.

P&C **Cotsford Park Land Registry Application.**

15/16/003 Members gave consideration to correspondence received which had been previously circulated.

A Member enquired for clarification regarding the advice of the Solicitor in that they had advised the Parish Council the registration of land at Cotsford Park could take 4 - 6 months. They further enquired as to the current state of play.

The Assistant Clerk confirmed that the Solicitor advised that it was anticipated that after the application had been lodged it would take Land Registry approximately 6 months to process the application.

A Member enquired as to when the Solicitor sent the application to Land Registry.

The Assistant Clerk advised that she did not know when the Solicitor sent in the application. She further advised that there was quite a lot of background information needed to enable the Solicitor to prepare a statement to support the application, which took time to gather together and that the Land Registry had raised a couple of queries, which had delayed the process and also that a site inspection needed to be carried out, further delaying the process.

The Assistant Clerk also advised that an e-mail had just been received from the Solicitor, which had been briefly read, informing relevant persons that Land Registry have indicated that, subject to no objection being received to notices issued, title of the land will be registered and that they will be able to forward a copy of the register to the Parish Council as soon as this is received.

A Member advised that she had a little bit more information about Solicitors actions in progressing this. This came to the Parish Council in the January meeting for Members to agree to put it the hands of the Solicitors to progress the registration of the land. That was necessary to be done because their neighbourhood budget aspect of the funding, which they were going to provide, could not be released until the land ownership was confirmed. They advised that the land registry had informed them that they had only received the application from our Solicitors on the 16th April. The Member then continued to brief Members on the situation.

The Chairman wished to thank Parks staff for all the hard work they have done and continue to do.

RESOLVED: that the information given be NOTED.

FINANCE AND GENERAL PURPOSES COMMITTEE
Minutes of Meeting held 13th May 2015

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

Staff: Mr P Davison (Clerk), Ms J S Hunt (Assistant Clerk) and Mr C Muir (Parks and Cemetery Team Leader).

Apologies: Councillors M Clark and D Tait.

F&GP 15/16/001 **Parish Council Financial Status – Bank Balances.**
The Clerk reported the bank balances as at 30/04/2015 being £576,839.64
RESOLVED: That the information be NOTED.

F&GP 15/16/002 **Income and Expenditure Report to 31/03/2015.**
The report was circulated at the meeting.
RESOLVED: That the report be NOTED.

F&GP 15/16/003 **Cash Cheques.**
The Assistant Clerk requested a cash cheque totaling £150 (£120 Admin and £30 Cemetery) be endorsed for payment.
RESOLVED: to ENDORSE cheque for payment.

F&GP 15/16/004 **Bank Transfer.**
The Clerk informed Members that the transfer for April was £22,356.19.
RESOLVED: To ENDORSE transfers.

F&GP 15/16/005 **Invoices for endorsement for payment.**
RESOLVED: To ENDORSE the following invoices for payment:

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Payment Ref:
A1 Trophies	04.02.15	Wooden Back Board for Heritage Sign	£45.00	BACS
A1 Trophies	16.04.15	Laminate Sheets	£24.00	BACS
All Star	01.04.15	Fuel Charges	£201.13	D/D
All Star	22.04.15	Fuel Charges	£234.89	D/D
Angel Springs	31.03.15	SWC Water Cooler Rental	£37.33	D/D
Ashley Gases	13.04.15	SWC Cellar Gases	£27.72	BACS
BOC	31.03.15	CO2 Monitor	£32.88	D/D
BOC	31.07.14	CO2 Monitor (copy invoice not received)	£31.98	BACS
Booker Wholesale	17.04.15	SWC Bar and Catering Stock	£238.04	D/D
Bright Ideas Group	01.04.15	x500 Newsletters Artwork & Printing	£225.00	BACS
British Gas	01.04.15	SWC Gas 20/12/2014 - 26/03/2015	£5,121.86	D/D
British Gas	01.04.15	Sunderland Road Electricity 12/02/15 - 26/03/15	£24.75	D/D
British Gas	13.04.15	SWC Electricity 02/03/15 - 01/04/15	£568.78	D/D
British Gas	13.04.15	Welfare Park Electricity 01/03/15 - 28/03/15	£20.21	D/D
British Gas	13.04.15	Sports Pavilion Electricity 28/02/15 - 25/03/15	£10.04	D/D
British Gas	13.04.15	Memorial Park Electricity 01/03/15 - 28/03/15	£25.22	D/D
British Gas	13.04.15	Cemetery Electricity 26/02/15 - 25/03/15	£86.22	D/D
Cannon Hygiene	01.04.15	SWC Sainitary Disposal 1 year	£104.83	BACS
Cannon Hygiene	01.04.15	Green Leaf Café Sanitary Disposal 1 year	£44.93	BACS
CDALC	28.04.15	2015/16 Subscription	£916.81	312370
Cemetery Dev. Services	14.04.15	Arboricultural Impact Assessment & Tree Plan	£2,640.00	312371
Cemetery Dev. Services	16.04.15	Geophysical Survey	£1,800.00	312371
CISWO	25.03.15	Sunderland Road Annual Rent	£309.55	BACS
Concept	17.04.15	Phocopying Charges	£118.31	D/D
Co-operative Bank	01.04.15	FD Online & BACS fees	£59.28	D/D
DTA	24.04.15	Scorpion Lager	£168.00	BACS
Durham County Council	27.03.15	Service & Repair Mower	£658.13	312372
Durham County Council	27.03.15	Repair Clutch on Hedge Cutter	£45.00	312372
Durham County Council	28.04.15	SWC Premises Licence	£180.00	312372
DWM	30.04.15	Treadplate for play equipment	£78.88	312362

GB Management Solutions	30.04.15	HR Consultancy Support	£1,080.00	BACS
Go2 Electrical	21.04.15	x5 New LED Lights & Fitting SWC	£895.00	BACS
Homecare	27.04.15	DIY Supplies	£106.67	BACS
ICCM	01.04.15	2015/16 Subscription	£90.00	BACS
LWC Wholesale	17.04.15	SWC Bar Supplies	£463.42	D/D
MacDonald Martin	15.04.15	Service Fire Extinguishers SWC	£57.72	BACS
MacDonald Martin	15.04.15	Service Fire Alarm Emergency Lights & Repairs SWC	£223.02	BACS
MacDonald Martin	15.04.15	Service Fire Extinguishers Memorial Park	£6.96	BACS
MacDonald Martin	15.04.15	Service Fire Extinguishers Cemetery	£10.44	BACS
MacDonald Martin	15.04.15	Service Fire Extinguishers S'Land Rd Pavilion	£6.96	BACS
MacDonald Martin	15.04.15	Service Fire Alarm & Emergency Lights Grandstand	£90.00	BACS
MacDonald Martin	15.04.15	Service Fire Extinguishers Grandstand	£29.64	BACS
MacDonald Martin	15.04.15	Service Fire Alarm & Emergency Lights Green Leaf	£90.00	BACS
MacDonald Martin	15.04.15	Service Fire Extinguishers	£91.92	BACS
MacDonald Martin	15.04.15	Service Fire Alarm & Emergency Lights Works Build	£90.00	BACS
MacDonald Martin	15.04.15	Service Fire Extinguishers Works Build	£75.84	BACS
MacDonald Martin	15.04.15	Service Fire Extinguishers Sports Pavilion	£65.16	BACS
MacDonald Martin	15.04.15	Service Fire Extinguishers Bowls Pavilion	£153.60	BACS
MacDonald Martin	15.04.15	DEBIT NOTE - Overcharges	£-52.26	BACS
Maxwells DIY	31.03.15	DIY Supplies	£81.94	BACS
MKM Building Supplies	10.04.15	Wood	£146.44	BACS
MKM Building Supplies	17.04.15	Polypanel Sheets & End Profile	£121.98	BACS
NEREO	10.04.15	2015/16 Subscription	£354.00	BACS
Niramax	12.04.15	Trade Waste x2 weeks	£109.20	312373
Niramax	19.04.15	Trade Waste	£64.80	312373
Niramax	26.04.15	Trade Waste	£67.15	312373
Niramax	30.04.15	Trade Waste	£44.40	312373
Online Playgrounds	21.04.15	Belt Swing Seat x2	£70.80	BACS
Online Playgrounds	22.04.15	Nylon wheel and bearings	£50.60	BACS
Select Telecom	31.03.15	Phone Calls, Line Rental & Internet	£118.13	D/D
The Oven Cleaner	29.04.15	Green Leaf Café Cleaning of Cooker, Fridge, Dishwasher etc.	£375.00	312374
Trevor Jones	11.02.15	Fit timer for Xmas Tree Memorial Pk Works Build	£160.00	312375
Trevor Jones	03.03.15	Repair Combi Boiler Sunderland Rd Bungalow	£65.00	312375
Trevor Jones	08.04.15	Welfare Park House Radiator Call Out & Repair	£90.00	312375
Trevor Jones	16.04.15	Repair Existing Shower & New Shower Pavilion	£140.00	312375
Trevor Jones	17.04.15	Service S'Land Rd Bungalow & Café Boilers	£100.00	312375
Viking Direct	14.04.15	Stamps & Laminating Pouches	£316.69	312379
Vitax Limited	28.04.15	Battery, Pump, Hosetail	£77.77	312376
Wearside Contractors	20.04.15	Roof Repairs Chapel of Rest	£345.60	312377
Wearside Contractors	20.04.15	Roof Repairs Ambulance House	£261.60	312377
Wearside Contractors	20.04.15	Roof Repairs Works Building	£270.00	312377
Wearside Contractors	20.04.15	Roof Repairs Welfare Park House	£237.60	312377
Wearside Contractors	20.04.15	Roof Repairs Cricket Pavilion	£576.00	312377
Zurich Municipal	17.04.15	LCAS Membership Renewal Fee	£114.00	312378
Invoice Total for April 2015			£22,011.56	

F&GP
15/16/006

Members/Officers Allowances.

The Assistant Clerk advised she had received participation allowance and travel expenses for Councillors W Hill and J White, totaling £591.73.

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

F&GP
15/16/007

Staff Pay Award 2015/16.

Members gave consideration to the staff pay award for 2015/16.

RESOLVED that:

- i. 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.
- ii. that clarification be sought as to when the 2015 pay award was to be backdated for NJC members.
- iii. that the item be deferred until the next Finance and General Purposes Meeting pending approval of the latest workers council meeting minutes from relevant staff.

F&GP **Audit of Accounts for Year Ended 31st March 2014.**
15/16/008 **RESOLVED:** that the Audit of Accounts for Year Ended 31st March 2014 be APPROVED.

F&GP **SLCC Regional Roadshow.**
15/16/009 Members gave consideration to the attendance at the SLCC Regional Roadshow to be held on 3rd June 2015 at Ramside Hall Hotel, Durham, at a cost of £79 per person plus VAT.

RESOLVED: that Councillors W Hill, W Smith and J White attend as an approved duty.

Councillors W Hill and W Smith declared a prejudicial interest but did not leave the room.

F&GP **Green Leaf Café Picnic Tables.**
15/16/010 Members gave consideration to the request for the Parish Council to purchase picnic tables to be placed outside the Green Leaf Café for members of the public to use.

RESOLVED: that the picnic tables be purchased at the Clerk's discretion.

F&GP **Grants and Donations 2014/15.**
15/16/011 Members gave consideration to the report previously circulated.
RESOLVED: that the information given, be NOTED.

F&GP **Rescission of Resolution P&C 14/15/051.**
15/16/012 Members gave consideration to the above which had been previously circulated.

The Clerk advised that the necessary five signatures had been obtained, therefore it was;

RESOLVED: that the rescission be APPROVED.

F&GP **Cotsford Park Play Area.**
15/16/013 Item discussed and concluded under item P&C 15/16/003.

F&GP **Planning Applications.**
15/16/014 DM/15/00984/FPA – Installation of replacement GRP kiosk at existing sewage pumping station at land adjacent to Station Cottages, Horden, SR8 4HN for Northumbrian Water Limited.

RESOLVED: that the information given, be NOTED.

FULL PARISH COUNCIL
Minutes of Meeting held 13th May 2015

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

Staff: Mr P Davison (Clerk) and Ms J S Hunt (Assistant Clerk).

Apologies: Councillors M Clark and D Tait.

HPC
15/16/042 **County Durham Association News.**
RESOLVED: that the information given, be NOTED.

HPC
15/16/043 **Chairman's Events Report.**
Report previously circulated.
RESOLVED: that the information given, be NOTED.

HPC
15/16/044 **Durham Miners' Association.**
Members gave consideration to correspondence requesting permission to take the Horden Miners Banner to London for the Durham Miners Exhibition.
RESOLVED: that the banner currently in storage be released for display subject to the relevant insurances being in place.

HPC
15/16/045 **Horden Village Postal Address.**
Councillor Clark gave a brief update on the situation
RESOLVED: that a letter of support be sent to the Secretary of Horden Regeneration Partnership.

HPC
15/16/046 **Exclusion of the 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
15/16/047 **Staff Sickness Report.**
Members gave consideration to the report previously circulated.
RESOLVED: that the information given, be NOTED.