

HORDEN PARISH COUNCIL **Minutes of Meeting held 10th June 2015**

Present: Councillor J White (Chairman)

Councillors R Bagnall, M Clark, E Connor, W Hill, D Langan, D Nicol, I Roberts, W Smith E Wood and L Williams.

Staff: Mr P Davison (Clerk), Mr J Bush (Parks and Cemetery Manager)

Also Present: PCSO S Kinghorn

HPC **Apologies for Absence.**

15/16/055 **RESOLVED:** Apologies RECEIVED and approved for Councillor D Tait. The Chairman stated she had received notification that Councillors D Langan and J Clark would be late, but due to attend.

HPC **Minutes of the Meetings of Horden Parish Council held 13th May and 2nd June 2015.**

15/16/056 RESOLVED that:
the minutes of 13th May and 2nd June 2015 be confirmed as a correct record to be signed by the Chairman.

HPC **Matters Arising – Clerks Report**

15/16/057 P&C 14/15/055 Station Road Allotments –

Further to the Matters Arising in the previous month, the Clerk advised that Durham County Council would take steps to adopt the footpath and remove any barrier if it was not wheelchair accessible.

HPC **Items Tabled for Information**

15/16/058 Further to the information provided regarding the two current vacancies in the parish council, the Clerk advised that the notice for vacancies would be posted from 11th June 2015 and that persons interested for standing for election could obtain the necessary forms from their electoral Services at Durham County Council, or the Clerk directly. Nomination papers must be returned to Electoral Service by 5pm on 8th July. If any election is contested, the poll will take place on 23rd July.

HPC **Police Report**

15/16/059 The Chairman welcomed to the meeting PCSO Sarah Kinghorn who reported on the following incidents:-

Recorded incidents in Horden	203
Burglary	3
Vehicle Crime – theft of and from	2
Thefts	0
Environmental Crime – including noise and off road bikes	10
Criminal Damage	5

PCSO Kinghorn advised there are still PACT priorities in place in relation to off road bikes. An arrest for drugs offences was carried out on 11th May. A warrant for drugs was carried out in Horden on 15th May. A further warning noticed was served on 17th May for off road bikes. A warrant was executed for cannabis growing on 3rd June and enquires are still ongoing.

Crime fell by 3% in Horden North and South Wards from the previous month.

ASB fell by 10% in Horden North and 28% in Horden South from the previous month.

Cllr E Connor advised that there was some confusion being disseminated to the public relating to the location of the incident involving the recent media coverage concerning a minor. PCSO Kinghorn stated that the press had initially reported the incorrect location and that Social Services were now following up the incident. It was also mentioned that Emmerson Court, the location of the incident was also the subject of another recent incident which required the involvement of armed police. PCSO Kinghorn advised that that incident was related to a related incident in Haswell.

Councilor D Langan entered the room at 6.20pm.

Members reported several off road bike incidents, particularly in relation to the Blackhills road/Church Green area. A Member also raised the issue of flytipping and arson in the lane between Cotsford School and Third Street.

RESOLVED: that the information given, be NOTED.

HPC
15/16/060

Public Participation

There were no members of the public present.

PARKS AND CEMETERY COMMITTEE
Minutes of Meeting held 10th June 2015

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

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

Apologies: Councillor D Tait.

P&C **Parks and Cemetery Managers Report**

15/16/004 The Parks and Cemetery Manager summarized the report previously received, covering the period between 27th April – 24th May 2015.

A Member enquired as to situation with the overflowing drain in the cemetery. Mr Bush replied that due to a fire on the old Dewhirst site opposite Thorpe Road, the fire brigade had used a lot of water and due to the gradient, the water had flowed into the cemetery drain.

A Member enquired as to the zip slides in the parks and Mr Bush added that the zip lines in both the Welfare Park and Maritime Crescent had been removed and replaced.

A Member enquired to different staff being deployed at the Memorial Park. Mr Bush replied that he rotated staff to ensure that they received experience doing a variety of jobs.

RESOLVED: that the report be NOTED.

P&C **Damage/Incident Reports**

15/16/005 Members considered the reports previously circulated. Several Members expressed concern that after incidents were being reported, no update of further information was being provided by the police, despite the parish council repeatedly requesting for follow up feedback on numerous times previously.

RESOLVED: that PCSO D Edson is provided with details of previously reported damage/incident reports prior to council meetings and updates requested to be provided to Members at the meeting.

Councillor W Smith declared a prejudicial interest on the following item on the basis he was a school governor and left the room at 7.10

P&C **Cotsford Junior School**

15/16/006 Members considered the correspondence from the school at length with regards to the school using the third street allotment site as part of an allotment group. Members considered the proposal as a laudable project and it was

RESOLVED: that the school be granted the use of the site at a peppercorn rent of £1, subject to an appropriate allotment agreement being put into place.

Councillor W Smith returned to the room at 7.20

FINANCE AND GENERAL PURPOSES COMMITTEE
Minutes of Meeting held 10th June 2015

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

Staff: Mr. P Davison (Clerk)

Apologies: Mr. D Tait

F&GP **Parish Council Financial Status – Bank Balances**
15/16/015 The Clerk reported the bank balances as at 31st May 2015 being £534,996.40

RESOLVED: that the information be NOTED.

F&GP **Income and Expenditure Report to 30th April 2015**
15/16/016 A Member queried that there was no itemised income detailed on the Welfare Park Grant. The Clerk advised they would investigate and report back to the next meeting.

RESOLVED: that the information be NOTED.

F&GP **Cash Cheques**
15/16/017 The Clerk requested a cash cheque totally £300 (Admin) to be endorsed for payment.

RESOLVED: to ENDORSE cheque for payment.

F&GP **Bank Transfer**
15/16/018 The Clerk advised that due to Durham County Council paying the first instalment of the Precept and the LCTSS Grant into the expenditure account, no transfers were made during May.

F&GP **Invoices for endorsement for payment**
15/16/019 A Member asked if Haswell and District Mencap had been invoiced for the thorough cleaning of the Green Leaf Café and whether the keys had been returned. A Member asked whether or not the HCW AFC Supporters Club were paying their lease fee on a monthly basis. A Member asked if creditors and debtors reports could be produced. A Member queried the amount of costs currently incurred in relation to the cemetery extension.

Councillor J Clark entered the room at 7.50pm

The Clerk advised he would look into these matters and report back to the council in due course.

RESOLVED: to ENDORSE the invoices for payment.

F&GP **Members/Officers Allowances**
15/16/020 The Clerk advised that he had submitted one request for travel for himself totally £26. Participation Allowances for Councillors J Clark, M Clark and D Nicol had also been received totalling £1,715.79.

RESOLVED: that the payments be APPROVED.

F&GP **Audit of Accounts for the Year Ended 31st March 2015**
15/16/021 (a) Statement of Accounts. The Clerk explained the significant variance in relation to the fixed assets value concerning restating the council's Asset Register.

(b) Annual Governance Statement. Members considered the item at length and on balance, agreed with the draft Statement produced. Members considered a number of issues arising from the governance statement that would be required to be addressed in 2015. Members made some alterations to the comments before submission to the External Auditor. Councillor Langan requested that he have his name included in the minutes stating that he did not agree with items two and seven on the Annual Governance Statement.

Councillors L Williams and R Bagnall left the room at 8.05pm and returned at 8.10pm

- (c) Report of Internal Audit. Members considered the report previously circulated.
- (d) Internal Audit Action Plan. There was much debate with regards to the action plan and in particular point 1 whereby Members felt an independent investigation was required to provide further assurance.

RESOLVED: that

- (i) the Statement of Accounts be APPROVED.
- (ii) the Annual Governance Statement be APPROVED, subject to the amendments specified before submission to the External Auditor.
- (iii) the Report of Internal Audit be APPROVED up to point 5.1.2
- (iv) the Internal Audit Action plan be APPROVED, subject to point 1 being subject to independent investigation.

F&GP
15/16/022

LCAS Seminar

Members gave consideration to the training request submitted.

F&GP
15/16/023

RESOLVED: that the Clerk, Assistant Clerk, SWC Manager and Parks and Cemetery Manager attend.

Councilor and Chairmanship Training

It was acknowledged that the training dates provided were not feasible due to the timescale involved. Members did consider the setting up of records regarding the development of Councillors in order to flag up training requirements and refresher training. The Clerk advised that this would be carried out in due course.

F&GP
15/16/024

RESOLVED: that the information be NOTED.

Planning Application DM/15/01529/FPA

Members had no further comments to make with regard to the application.

RESOLVED: that the application be NOTED.

HORDEN PARISH COUNCIL
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Councillors R Bagnall, M Clark, E Connor, W Hill, D Langan, D Nicol, W Smith, E Wood, I Roberts, L Williams and J Clark

Present:

Mr. P Davison (Clerk)

Staff:

Mr. D Tait

Apologies:

Haswell and District Mencap Society

Members considered the invitation previously circulated.

HPC
15/16/061

RESOLVED: that no one attend.

Councillor W Smith declared a prejudicial interest in the following item and left the room at 8.23pm.

HPC
15/16/062

Nomination for NALC Executive Representation

Members considered the request from Councillor W Smith at length. Members felt that Councillor Smith should be nominated as a candidate to be shortlisted for the County Durham Association of Local Councils (CDALC) nomination for them to decide which Members would be representing CDALC for the NALC Larger Council's Committee. While Members endorsed Councillor Smith's desire to stand again for the Larger Council's Committee, they did not feel that it was appropriate that Horden taxpayers should bear the cost of pursuing the candidacy and that CDALC should bear the cost of any nominees they choose to put forward.

RESOLVED: that the Clerk write to CDALC outlining the council's position.

HPC
15/16/064

Members Delegated to Outside Bodies

Councillor J White updated Members with information from the last meeting from Horden North Residents Association.

Councillor W Smith updated Members with information from the last meeting of CDALC Larger Local Council's Forum.

Councillor E Connor updated Members with information from the last meeting of the Local Association of Town and Parish Councils and the Horden Colliery Residents Association.

Councillor W Hill updated Members with information from the last Horden Regeneration Partnership meeting.

RESOLVED: that the information be NOTED.

HPC
15/16/065

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
15/16/066

Staff Pay Award 2015/16

Members considered the information previously circulated. Much discussion ensued. Members attending the workers council meeting clarified that the offer in principal was for a 1.2% pay increase and for the council to further examine in 2015, the feasibility of moving non-NJC staff onto those terms for 2016.

Members also considered whether those staff who were already on NJC terms and conditions should be awarded the 1.2% increase and it was felt that they should not. Members also discussed whether staff could opt out of accepting pay increases.

RESOLVED: that

- (i) All staff (with the exception of (ii)) on non-NJC terms and conditions be awarded a 1.2% pay increase for 2015.
- (ii) Bar and cleaning staff move to the current "Durham Living Wage".

- (iii) Staff on NJC terms and conditions not to receive the pay increase specified in (i).
- (iv) Members to note the revised NJC pay scales that came into effect for 2015 and uplift applicable staff to their grade where appropriate.
- (v) The Clerk to inform staff appropriately with regard to (i) – (iii), including the council's commitment to further explore the moving to NJC pay scales and terms and conditions to appropriate staff in 2015 with an aim to achieving this for 2016 onwards.

Stress Risk Assessment

**HPC
15/16/067**

The Clerk declared a prejudicial interest in the item and due to no other member of staff being present to take minutes, it was

RESOLVED: that the item be deferred until the July meeting.