

HORDEN PARISH COUNCIL

Minutes of Meeting held 3rd September 2015

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

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

Also Present: PCSO Sarah Kinghorn. Geoff Brown (GB Management Solutions)

Prior to the commencement of the meeting the Chairman read the following "I would like to advise Members of this Committee and Members of the Public that, in line with the amendment to 'the Public Bodies Admission to Meetings Act 1960, which came into force in August 2014, parts of this Meeting may be recorded by photographic, video and audio means".

The Chairman welcomed the two new Councillors to the meeting Councillor C Cain and Councillor G Robson.

HPC 15/16/084 Apologies for Absence.
RESOLVED: Apologies RECEIVED and approved for Councillor E Wood.

HPC 15/16/085 Minutes of the Meeting of Horden Parish Council held 9th July, 16th July, 23rd July and 4th August 2015.
A Member disputed the accuracy of the minutes of 4th August 2015. After a lengthy discussion it was;

RESOLVED that:

- i. the minutes of 9th July, 16th July and 23rd July be confirmed as a true record to be signed by the Chairman.
- ii. The minutes of 4th August not be confirmed as a true record, due to the issues discussed at the meeting and subsequent minutes produced by GB Management Solutions did not reflect the agenda item "Councillor Code of Conduct" as specified in the summons..

HPC 15/16/086 Matters Arising – Clerk's Report.

- F&GP 15/16/021 Audit of Accounts for the Year Ended 31st March 2015 –
The external auditor has received an electors objection regarding the payment of legal fees concerning a current legal dispute from the parish council with regard to a charitable asset. The Clerk has responded.
- HPC 15/16/062 Nomination for NALC Executive Representation –
Following the last Larger Council's Forum, it was resolved that nominees chosen from the forum would be paid expenses. Councillor W Smith was nominated to stand for election. CDALC will forward the nomination papers once they have been received in September/October.
- P&C 15/16/009 Green flag Award Ceremony –
Mr Bush and Mr Rudkin attended the awards.
- F&GP 15/16/035 Welfare House Roof Repairs –
A specification for the work has been commission and quotes will be sought in September.
- F&GP 15/16/036 Planning Application –
Due to excessive workloads and extraordinary meetings in July, no objection was lodged and the narrow timescale for representation expired.
The Clerk will be raising workload capacity as a separate agenda item in October.
- P&C 15/16/016 Sunderland Road Pitch Use –
The locks on the Pavilion had already been previously changed.
The football teams were written to.
All of the football teams have not renewed their pitch agreements and/or have arranged to play for the 2015/16 season.
The Clerk will request that the goalposts are taken down in September as no teams are hiring the pitch for the 2015/16 season.

A Member gave a brief update with regard to F&GP 15/16/036. The planning application went through and that the premises now has A1 permissions, which means that they can now be opened up as a hot food outlet and that, with regard to the Parish Council's objection on the basis of increase in traffic, the planning department were satisfied with the highways report.

RESOLVED: That the information be NOTED.

HPC **Items Tabled for Information.****15/16/087** There were no items.**HPC** **Police Report.****15/16/088** The Chairman welcomed to the meeting PCSO Sarah Kinghorn who reported on the following incidents Between 3rd August and 3rd September 2015:-

Recorded incidents in Horden	223
Burglary	4
Vehicle crime – theft of and from	7
Rowdy, Nuisance Behaviour	31
Criminal Damage	9

PCSO Kinghorn advised that there had been a rise in the number of calls relating to off road bikes in the area and that traffic officers were successful in ceasing three bikes from one address in the area. She then proceeded to read out a report on feedback from the damage and incident reports.

Councillor Connor enquired as to the situation with regard to cannabis plants. According to a media report, County Durham's Police and Crime Commissioner wanted to down grade cannabis plants grown for peoples own personal use. Councillor Connor enquired as to what sort of consultation had been conducted with Parish Councils.

PCSO Kinghorn advised that the article was badly publicized and provided information regarding the police's stance on cannabis.

Councillor Connor raised her concerns on the issue of potentially opening community buildings for the distribution of drugs to addicts.

PCSO Kinghorn advised that this involved quite a broad area of County Durham and Darlington, with those areas who have a big problem with drug users being targeted for this scheme.

A Member advised on their continued concerns with regard to the speeding traffic along Seaview Industrial Estate and consequently the increase in the speed of traffic along Blackhills Road leading up to the new roundabout.

PCSO Kinghorn advised that she would relay any concerns to their highways department and report back to Members at a future meeting.

HPC **Public Participation.****15/16/089** There were no members of the public present.

RESOLVED: the Chairman, under Standing Order S.12 ss (d) move without notice that the order of business be changed to proceed to Full Parish Council items 4, 5 and 6 as Mr. G Brown was currently present.

FULL PARISH COUNCIL
Minutes of Meeting Held 3rd September 2015

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

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

Apologies: Councillor E Wood.

FPC **HR Policy Framework.**

15/16/090 Members gave consideration to reviewing the above.

RESOLVED: that a special meeting be arranged to review policies and that GB Management Solutions conduct the review.

FPC **Scheme of Delegation.**

15/16/091 Members gave consideration to reviewing the above.

RESOLVED: that the Full Council review both Item 5) Scheme of Delegation and Item 6) Performance Management Framework and that any recommendations from Item 4) HR Policy Framework, be considered at the same time.

PARKS AND CEMETERY COMMITTEE
Minutes of Meeting held 3rd September 2015

Present: Councillor I Roberts (Chairman)
 Councillors R Bagnall, C Cain, J Clark, M Clark, E Connor, W Hill, D Langan, D Nicol, G Robson,
 W Smith, D Tait, J white and L Williams.

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

Apologies: Councillor E Wood.

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

15/16/017 The report previously circulated covered the period from 29th June to 23rd August 2015.

It was noted from the report that there were ongoing maintenance issues with Cotsford Park. The Parks and Cemetery Manager advised that there were a few issues with regard to maintenance and damage to the matting in the play area. He also advised that the contractors had not completed the landscaping yet, also some fencing needed to be removed and the chicane still needs to be put back in place. One of the gates still does not close properly and upon speaking to the contractor they advised him that it was okay. The Parks and Cemetery Manager advised Members that he was not happy with their comments and that it still needed to be sorted.

A Member then advised Members on the situation with regards to the landscaping and the upgrading of the footpath on site.

A Member made enquiries with regard to the maintenance of the sports pitches. They also enquired as to what the situation was with Horden Rugby Club's use of the facilities.

After much discussion it was;

RESOLVED that:

- i. the information given be NOTED.
- ii. the Clerk write to Horden Rugby Club to enquire on the situation with regard to the use of the rugby pitches for the 2015/16 season.

Councillor Connor wished to express thanks to the Parks and Cemetery Staff for their continued hard work in keeping up the excellent standards in our parks and cemetery.

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

15/16/018 The Clerk advised Members of the following damage/incident reports:-

A Member enquired as to whether or not the Parish Council could investigate getting CCTV in the park.

A lengthy discussion ensued with regard to the location and costings of installing CCTV to cover the entire area of the welfare park.

RESOLVED: that a feasibility study be carried out and brought back to Council as soon as is practicably possible.

P&C **Third Street Allotment.**

15/16/019 Members gave consideration to correspondence received and the letting agreement for third street allotment.

RESOLVED: that the letting agreement be APPROVED subject to the agreed amendments.

P&C **Running Track.**

15/16/020 Councillor Clark advised that the idea of the running track is for the regeneration of Sunderland Road. She advised that she had been approached by a number of residents stating there was no facility for a running track in Horden, resulting in people within the village having to go to elsewhere.

RESOLVED: that this item be placed on a future agenda for further discussion.

P&C
15/16/021

Thorpe Road Cemetery Purchase of Land at Horden Hall Farm.

Members gave consideration to correspondence received from Mortons Solicitors, advising of the covenant that is placed on the land by the Coal Authority. They advised that a letter was sent to the Coal Authority seeking their consent to the change of use. They further advised that an acknowledgement of the letter had been received, but that the matter was still under consideration by the Property Department. A lengthy discussion ensued with regard to the covenant.

The Clerk advised Members that he would seek further information on the removal of the covenant and provide an update at the next meeting.

RESOLVED: that the information given be NOTED.

P&C
15/16/022

Sunderland Road Playing Fields.

Members gave consideration to feedback from users of the Sunderland Road Playing Fields.

A lengthy discussion ensued with regard to the timing of the decision made to cease the use of the facilities at Sunderland Road and the situations that had arisen over the year, resulting in the conclusion to begin works to the changing rooms at this point in time.

The Parks and Cemetery Manager enquired about the removal of the goal posts.

RESOLVED: that staff be instructed to remove the goal posts.

P&C
15/16/023

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.

P&C
15/16/024

Sunderland Road Pavilion.

Members gave consideration to the appointment of the contractor for the Sunderland Road Pavilion works and to the ensuing publicity.

RESOLVED that:

- i. the Council appoint Kennek Construction at a cost of £94,893.00 + VAT, to progress the work as soon as possible.
- ii. A formal letter be sent to both County Councillors thanking them for their grant contribution.

FINANCE AND GENERAL PURPOSES COMMITTEE
Minutes of Meeting held 3rd September 2015

Present: Councillor E Connor (Chairman)
 Councillors R Bagnall, C Cain, J Clark, M Clark, W Hill, D Langan, D Nicol, I Roberts, G Robson,
 W Smith, D Tait, J white and L Williams.

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

Apologies: Councillor E Wood.

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

15/16/040 The Clerk reported the bank balances as at being £443,301.18.
RESOLVED: That the information be NOTED.

F&GP **Income and Expenditure Report to 31/03/2015.**

15/16/041 The report was circulated at the meeting.
RESOLVED: That the report be NOTED.

F&GP **Debtor Report 31/07/2015.**

15/16/042 Members considered the information previously circulated.
RESOLVED: that the information be NOTED.

F&GP **Creditor Report 31/07/2015.**

15/16/043 Members considered the information previously circulated.
RESOLVED: that the information be NOTED.

F&GP **Cash Cheques.**

15/16/044 The Assistant Clerk requested a cash cheque totaling £320 (£300 Admin and £20 Cemetery) be endorsed for payment.
RESOLVED: to ENDORSE cheque for payment.

F&GP **Bank Transfer.**

15/16/045 The Clerk informed Members that the transfer for April was £3,194.37.
RESOLVED: To ENDORSE transfers.

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

15/16/046 **RESOLVED:** To ENDORSE the following invoices for payment:

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Payment Ref:
Act One Productions	14.04.15	Pantomime - SWC	£275.00	312429
All Star Business	01.07.15	Fuel Charges	£306.38	D/D
All Star Business	15.07.15	Fuel Charges	£171.72	D/D
All Star Business	22.07.15	Fuel Charges	£147.62	D/D
All Star Business	29.07.15	Fuel Charges	£209.00	D/D
Angel Springs	30.06.15	Water cooler rental	£37.33	D/D
Ashley Gases	01.07.15	SWC Cellar Gases	£27.72	BACS
Ashley Gases	20.07.15	SWC Cellar Gases	£8.76	BACS
BOC	30.06.15	SWC Cellar CO2 monitor	£32.88	D/D
BOC	31.07.15	SWC Cellar CO2 monitor	£32.88	D/D
Booker	17.07.15	SWC Bar Supplies	£211.69	D/D
Booker	22.07.15	SWC Bar Supplies/Cem cleaning supplies	£406.55	D/D
British Gas	01.07.15	Sunderland Road electricity	£48.00	D/D
British Gas	11.11.14	HCW AFC - credit invoice	-£85.53	D/D
British Gas	13.07.15	Electricity Charges as below:-	£1,677.55	
British Gas	13.07.15	Social Welfare Centre - 02.06.15 - 01.07.15		D/D
British Gas	13.07.15	Welfare Ground - 29.05.15 - 28.06.15		D/D
British Gas	13.07.15	HCW AFC - 07.10.14 - 19.06.15 (9 invoices)		D/D
British Gas	13.07.15	Sports Pavilion - 28.05.15 - 30.06.15		D/D
British Gas	13.07.15	Memorial Park - 29.05.15 - 28.06.15		
British Gas	13.07.15	Cemetery - 31.05.15 - 27.06.15		
Cannon	16.07.15	Medical waste service	£21.06	BACS
Cemetery Development Svs	31.07.15	Revisions to landscaping scheme	£1,140.00	312430

Concept	17.07.15	Copy costs	£207.36	D/D
Co-op Bank	30.06.15	FD Online & BACS Charges	£61.24	D/D
CDALC	14.07.15	Councillor / Clerk training	£750.00	BACS
DTA	03.07.15	Scorpion Lager	£168.00	BACS
DTA	10.07.15	Scorpion Lager	£168.00	BACS
DTA	17.07.15	Scorpion Lager	£168.00	BACS
Durham County Council	14.07.15	SWC lift service	£61.20	312431
Durham County Council	15.07.15	SWC lift upgrade	£1,522.43	312431
Eurooffice	09.07.15	Stationery	£118.02	BACS
Eurooffice	10.07.15	Coloured copier paper	£29.76	BACS
Eurooffice	29.07.15	A3 copier paper, envelopes,	£67.08	BACS
Ged McCormack Architect	17.07.15	Professional services - Welfare House Roof	£288.00	312432
Gemini Safety Consultants	25.06.15	Legionaires Risk Assessments - 14 buildings	£1,050.00	312433
GO2 Electrical	16.07.15	Replace old fluorescent fittings with LED panels	£360.00	BACS
Harbro	30.06.15	Fly killer - Vintage Tea Room	£118.15	BACS
Homecare	20.07.15	DIY Supplies	£80.16	BACS
Horn's Garden Centre	30.06.15	FSIN blood n bone / bonemeal	£96.96	BACS
Innerglass	14.07.15	White coasters	£71.88	BACS
LMP garden services	17.07.15	Cotsford Park / BMX track - cutting and strimming	£390.00	BACS
LWC Wholesale	03.07.15	SWC Bar supplies	£536.52	D/D
LWC Wholesale	10.07.15	SWC Bar supplies	£1,068.09	D/D
LWC Wholesale	17.07.15	SWC Bar supplies	£860.63	D/D
LWC Wholesale	24.07.15	SWC Bar supplies	£676.20	D/D
LWC Wholesale	31.07.15	SWC Bar supplies	£500.04	BACS
MacDonald Martin	27.07.15	Call out - intruder alarm in café	£84.00	BACS
Machine Mart	29.06.15	Impact Wrench	£29.99	BACS
Machine Mart	14.07.15	Work boots	£19.98	BACS
Maxwells	30.06.15	Various DIY supplies / woodstain / door closer	£198.78	BACS
MKM Building Supplies	01.07.15	Posts, boards, rails	£115.63	BACS
MKM Building Supplies	02.07.15	Boards	£9.35	BACS
MKM Building Supplies	08.07.15	Green slate - 1no dumpy bag	£94.08	BACS
Niramax	01.04.15	Duty of care	£17.94	312434
Niramax	30.06.15	Trade Waste	£69.50	312434
Niramax	05.07.15	Trade Waste	£72.00	312434
Niramax	12.07.15	Trade Waste	£90.82	312434
Niramax	19.07.15	Trade Waste	£72.00	312434
Niramax	26.07.15	Trade Waste	£81.41	312434
O'brien	31.05.15	Paper recycling	£28.80	D/D
O'brien	30.06.15	Paper recycling	£14.40	D/D
Party Animals	05.07.15	Teddy Bears Picnic	£225.00	BACS
Pat Lavery	07.07.15	New Tyre	£60.00	312435
Rigby Taylor	15.07.15	Line marker / fertilizer	£771.81	BACS
Scottish Power	21.07.15	Electricity Charges - works building / Tea Room	£300.60	312436
Select Telecom	30.06.15	Phone line rental, calls & Internet	£153.92	D/D
St John Ambulance Service	14.07.15	Event medical cover	£95.52	BACS
Trevor Jones	18.06.15	Service of combi boiler - cemetery lodge	£95.00	312437
Vodafone	22.07.15	Mobile Phone charges	£85.00	D/D
Weardale Construction	31.07.15	Emergency repairs to SWC ceiling	£790.00	312438
Alan Wood Decorating	09.07.15	SWC - emulsion new ceiling	£70.00	312421
XE UK	09.07.15	Magic Jack shows / Sgt Peppers Costume	£160.00	BACS
Zurich	28.07.15	LCAS seminar	£108.00	BACS
T Young	29.07.15	Move container from Cemetery	£80.00	312440
		Invoice Total for July 2015	£17,804.86	

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Payment Ref:
All Star Business	05.08.15	Fuel Charges	£272.59	D/D
All Star Business	19.08.15	Fuel Charges	£89.51	D/D
All Star Business	26.08.15	Fuel Charges	£89.54	D/D
Angel Springs	31.07.15	SWC Water Cooler Rental	£37.33	D/D
Ashley Gases	03.08.15	SWC Cellar Gases	£17.52	BACS
BOC	31.08.15	CO2 Monitor SWC	£32.88	D/D
Booker Wholesale	06.08.15	SWC Bar Supplies	£219.90	D/D
Booker Wholesale	20.08.15	SWC Bar Supplies	£306.77	D/D
British Gas	11.08.15	Electricity Charges as below:	£844.02	D/D
British Gas		Cemetery 28.06.15 - 27.07.15		
British Gas		Memorial Park 29.06.15 - 28.07.15		
British Gas		Welfare Park 29.06.15 - 28.07.15		
British Gas		HCWAFc 20.06.15 - 28.07.15		
British Gas		Sports Pavilion 01.07.15 - 31.07.15		
British Gas		SWC 02.07.15 - 01.08.15		
BT	11.08.15	SWC Alarm Line Rental x3 months	£3.74	D/D
Concept	10.08.15	Photocopying Charges	£87.05	D/D
Co-op Bank	31.07.15	FD Online & BACS Charges	£67.46	D/D
Darlington Borough Council	28.07.15	Summer Bedding	£4,133.16	312446
Davmar	09.07.15	Staff Clothing	£61.32	BACS
DTA	07.08.15	Scorpion Lager	£168.00	BACS
Durham County Council	20.08.15	Strimmer Line & Hedgecutter Reapirs	£110.02	BACS
E-Cat Partners	11.08.15	Domain Name hordenparishcouncil.gov.uk for 2 yrs	£130.80	BACS
GB Management	31.08.15	HR Consultancy Support	£1,350.00	
Go2 Electrical	27.08.15	Electrical Repairs Sunderland Rd Bungalow	£480.00	BACS
HAGS SMP	17.07.15	Cotsford Park Play Area	£59,082.60	312447
HAGS SMP	19.08.15	Credit Flat Seat	-£168.00	312447
Innerglass	05.08.15	SWC Cleaning Supplies	£212.36	BACS
IOS	27.08.15	Heavy Duty Black Sacks	£186.00	
ITC Service	14.08.15	July Remote Backup Service	£30.00	BACS
John Barron	17.07.15	MOT & Repairs Cemetery Van	£185.00	312448
Kraftwerx	07.07.15	Metal cross bars for rugby posts	£121.20	BACS
Kraftwerx	04.08.15	Supply Goal Posts Cotsford Park	£187.20	BACS
LWC Wholesale	07.08.15	SWC Bar Supplies	£1,648.27	D/D
LWC Wholesale	21.08.15	SWC Bar Supplies	£712.23	D/D
Machine Mart	10.08.15	Safety Boots size 6	£19.98	BACS
Machine Mart	10.08.15	Safety Boots size 9	£19.98	BACS
MKM Building Supplies	06.08.15	Post Mix	£55.01	BACS
Mortons	04.08.15	Legal Provision	£15,003.00	312449
Niramax	31.07.15	Trade Waste	£109.63	312450
Niramax	09.08.15	Trade Waste	£79.06	312450
Niramax	16.08.15	Trade Waste	£72.91	312450
Niramax	23.08.15	Trade Waste	£72.00	312450
O'Briens	31.07.15	Recycling Trade Waste	£14.40	D/D
Online Playgrounds	11.08.15	Connector and Ground Mesh	£205.80	BACS
RBS	01.08.15	Accounts Support	£726.00	BACS
Rigby Taylor	25.08.15	Loam, Grass Seed, Top Dressing, Grass Seed	£1,960.26	BACS
Select Telecom	31.07.15	Phone Lines, Calls & Internet	£138.84	D/D
Shorts of Whitburn	31.07.15	Repair Cricket Mower	£123.84	BACS
Trevor Jones	12.08.15	Repair Sunderland Rd Bungalow Toilet	£87.00	
Trevor Jones	08.08.15	Supply & fit baby changing unit in the Café	£418.00	
Vodafone	21.08.15	Mobile Phones	£84.44	D/D
XE:UK	14.08.15	Performances Pirates in the Park	£280.00	BACS
		Invoice Total for August 2015	£90,168.62	

F&GP
15/16/047

Members/Officers Allowances.

The Clerk advised he had received travel expenses for Councillors I Roberts and J White, totaling £103.62 and one for himself totaling £4.90.

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

F&GP **SWC Sub-Committee Minutes of Meeting held 23rd July 2015.**

15/16/048 Minutes of the meeting previously circulated.

RESOLVED: that the minutes be NOTED.

F&GP **East Durham Community Transport Ltd.**

15/16/049 Members gave consideration to correspondence received from East Durham Community Transport Ltd requesting a donation.

RESOLVED: that under the Local Government and Rating Act 1997 s.27 a donation of £50 be GRANTED.

F&GP **Outdoor Gym Equipment.**

15/16/050 Horden Regeneration Partnership via Councillor Hill, requested to collaborate in a joint project to install outdoor gym equipment in the Welfare Park, as funding is available for this type of equipment to be supplied and installed.

RESOLVED that:

- i. the Parish Council work in partnership with Horden Regeneration Partnership to enable the installation of outdoor gym equipment within the Welfare Park.

the Chairman, under Standing Order S.12 ss (d) moved without notice that the order of business be changed for the following items F&GP 15/15/049 , F&GP 15/16/050 F&GP 15/16/051 and F&GP 15/16/052

F&GP **Miners Sculpture.**

15/16/051 Members gave consideration to the Clerks report previously circulated.

A lengthy discussion ensued and it was;

RESOLVED that:

- i. under the Local Government Act 1972 s.144 (power to encourage visitors), the purchase of the sculpture at a cost of £19,000.00 + VAT be APPROVED.
- ii. a letter be sent to both County Councillors thanking them for their contribution to other parish council projects which enabled the purchase of the sculpture to take place.
- iii. to consult with the public with regard to the location of the statue and the name.

F&GP **Pantomime Booking.**

15/16/052 Members gave consideration to the booking of the Pantomime for 2016.

RESOLVED: that the booking of the Pantomime be APPROVED.

F&GP **Exclusion of Press and Public.**

15/16/053 **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.

F&GP **Abbey H.R. Services.**

15/16/054 Members gave consideration to the renewal of H.R. services contract from the above.

RESOLVED: that

- i. the contract not be renewed.
- ii. that outstanding items not covered on the agenda be deferred to a later meeting due to the time constraints.