

**HORDEN PARISH COUNCIL**  
**Minutes of Meeting held 1<sup>st</sup> October 2015**

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

**Staff:** Mr P Davison (Clerk), Ms J Hunt (Assistant Clerk) and Mr W Rudkin (Parks Supervisor).

**Also Present:** PCSO Sarah Kinghorn.

*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".*

**HPC** **Apologies for Absence.**

**15/16/092** **RESOLVED:** Apologies RECEIVED and approved for Councillors M Clark and J White.

**HPC** **Minutes of the Meeting of Horden Parish Council held 3<sup>rd</sup> September 2015.**

**15/16/093** **RESOLVED:** That the minutes be confirmed as a true record to be signed by the Chairman.

**HPC** **Matters Arising.**

**15/16/094**

- |                |  |
|----------------|--|
| P&C 15/16/017  | <u>Parks and Cemetery Managers Report -</u><br>The Assistant Clerk has written to the Rugby Club, who responded and advised they would be playing on the pitch for 2015/16 season.                             |
| P&C 15/16/019  | <u>Third Street Allotment -</u><br>The letting agreement was amended accordingly and signed. Cotsford Junior School now have access to the allotment.  |
| P&C 15/16/022  | <u>Sunderland Road Playing Fields -</u><br>The goalposts have been taken down.   |
| P&C 15/16/024  | <u>Sunderland Road Pavilion -</u><br>Work has commenced on phase 1 of the refurbishment.<br>CISWO has been informed.<br>Letters of thanks were sent to the two County Councillors.                             |
| F&GP 15/16/035 | <u>Welfare House Roof Repairs -</u><br>A specification for the work has been commission and quotes were sought, however, no quotes have been received from 12 contractors in two separate quotation exercises. |
| F&GP 15/16/049 | <u>East Durham Community Transport -</u><br>The donation cheque was sent.  |

**RESOLVED:** That the information be NOTED.

**HPC** **Items Tabled for Information.**

**15/16/095** There were no items.

***PCSO Kinghorn entered to room at 6:15pm.***

**HPC** **Police Report.**

**15/16/096** The Chairman welcomed PCSO Kinghorn to the meeting who reported on the following incidents Between 3<sup>rd</sup> September and 1<sup>st</sup> October 2015:-

Recorded incidents in Horden	233
Burglary	13
Vehicle crime – theft of and from	9
Rowdy, Nuisance Behaviour	26
Criminal Damage	

The Clerk advised Members of two recent incidents which took place within the Social Welfare Car Park involving violence. One incident relating to the Football Supporters Social Club.

A very lengthy discussion ensued with regard to the activities of said club, terms and conditions of their lease and the Parish Council's responsibilities as a landlord.

The Clerk advised Members that he would contact Durham Constabulary to advise of the Parish Council's concerns with the activities of said club. He also advised that he would be liaising with the manager of the club to address the concerns raised.

PCSO Kinghorn advised that she would contact the licensing department with regard to whether or not they have a record of activity from the club.

Councillor Connor enquired with PCSO Kinghorn as to the procedure for the scrapping of off road bikes once the culprits have been caught.

PCSO Kinghorn advised on the procedure.

Councillor Connor further advised that a concerned resident had spoken to her with regard to an incident on the top Cotsford Lane, where a number of police surrounded a vehicle.

PCSO Kinghorn advised that she was not aware of the incident.

**HPC**  
**15/16/097**

**Public Participation.**

There were no members of the public present.

**PARKS AND CEMETERY COMMITTEE**  
**Minutes of Meeting held 1<sup>st</sup> October 2015**

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

**Staff:** Mr P Davison (Clerk), Ms J Hunt (Assistant Clerk) and Mr W Rudkin (Parks Supervisor).

**Apologies:** Councillors M Clark and J White.

**P&C**      **Declarations of Interest.**  
**15/16/030**      There were no declarations.

**P&C**      **Minutes of the Parks and Cemetery Committee Meeting held 15<sup>th</sup> September 2015.**  
**15/16/031**      **RESOLVED:** that the minutes be confirmed as a true record to be signed by the Chairman.

**P&C**      **Parks & Cemetery Manager's Report.**  
**15/16/032**      The report previously circulated covered the period from 24<sup>th</sup> August to 20<sup>th</sup> September 2015.  
The Chairman wished to express Members thanks to parks and cemetery staff.  
**RESOLVED:** that the information given, be NOTED.

**P&C**      **Damage/Incident Reports.**  
**15/16/033**      There were no reports.

**P&C**      **Sunderland Road Pavilion.**  
**15/16/034**      The Clerk gave a brief update on the work in progress.  
**RESOLVED:** that the information given be NOTED.

**P&C**      **Miners Sculpture.**  
**15/16/035**      Members gave consideration to the feedback from the public following the consultation process  
previously carried out.

After a very lengthy discussion it was;

**RESOLVED:**

- i. that the name to be given to the statue, as chosen by the public majority, be "Marra".
- ii. that the location of the statue, in support of the public consultation feedback and the careful consideration of suitable access, be in location number 2.

**FINANCE AND GENERAL PURPOSES COMMITTEE**  
**Minutes of Meeting held 1<sup>st</sup> October 2015**

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

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

**Apologies:** Councillors M Clark and J White.

**F&GP** **Declarations of Interest.**

**15/16/053** Councillor Clark declared a prejudicial interest in item no.11, planning applications and advised that she was not bound by any decisions made at this meeting if these are then put before the planning department of Durham County Council.

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

**15/16/054** The Clerk reported the bank balances as at being £342,708.26.  
**RESOLVED:** That the information be NOTED.

**F&GP** **Income and Expenditure Report to 31/08/2015.**

**15/16/055** The report was circulated at the meeting.  
**RESOLVED:** That the report be NOTED.

**F&GP** **Debtor Report.**

**15/16/056** Members considered the report previously circulated.  
**RESOLVED:** that the information be NOTED.

**F&GP** **Creditor Report.**

**15/16/057** Members considered the report previously circulated.  
**RESOLVED:** that the information given be NOTED.

**F&GP** **Cash Cheques.**

**15/16/058** There were no cheques to be endorsed for payment.

**F&GP** **Bank Transfer.**

**15/16/059** The Clerk informed Members that the transfer for September was £100,592.90.  
**RESOLVED:** To ENDORSE transfers.

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

**15/16/060** **RESOLVED:** To ENDORSE the following invoices for payment:

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Payment Ref:
A1 Trophies	29.04.15	Engrave Chairman's Chain	£9.00	BACS
A1 Trophies	02.07.15	HiB Painting Competition Trophies	£124.80	BACS
A1 Trophies	24.08.15	Cotsford Park Play Area Signs	£194.40	BACS
All Star Business	02.09.15	Fuel Charges	£239.91	D/D
All Star Business	09.09.15	Fuel Charges	£38.16	D/D
All Star Business	16.09.15	Fuel Charges	£186.62	D/D
All Star Business	23.09.15	Fuel Charges	227.08	D/D
Angel Springs	31.08.15	SWC Water Cooler Rental	£37.33	D/D
Ashley Gases	14.09.15	SWC Cellar Gas	£35.04	BACS
Booker Wholesale	03.09.15	SWC Bar Supplies	£346.07	D/D
Bookers Wholesale	25.09.15	SWC Catering & Bar Supplies	173.12	D/D
British Gas	11.08.15	Electricity Charges as below:	£754.72	D/D
British Gas	24.09.15	SWC Gas Charges 18/06/15 - 22/09/15	593.60	D/D
British Gas		Cemetery 28.07.15 - 27.08.15	£31.50	
British Gas		Memorial Park 29.07.15 - 28.08.15	£16.96	
British Gas		Welfare Park 29.07.15 - 28.08.15	£43.39	
British Gas		HCW AFC 29.07.15 - 28.08.15	£103.42	
British Gas		Sports Pavilion 01.08.15 - 27.08.15	£28.60	

British Gas		SWC 02.08.15 - 01.09.15	£530.85	
Collate	17.09.15	4000 Payslips	£62.16	BACS
Co-op Bank	31.07.15	FD Online & BACS Charges	£61.10	D/D
DCC Pension Fund	01.10.15	Superannuation wks 23-26	3,550.14	312460
DTA	28.08.15	Scorpion Lager	£168.00	BACS
DTA	25.05.15	Scorpion Lager	£168.00	BACS
Durham County Council	01.10.15	Attachment of Earnings	34.04	312457
E' Durham Community Transport	11.09.15	Donation from Sept Meeting	50.00	312455
Ged McCormack Architect	16.09.15	Fees Sunderland Road	£3,704.85	312461
Harbro	15.09.15	Light bulbs for SWC Cellar	£9.48	BACS
HM Courts & Tribunals	01.10.15	Attachment of Earnings	32.00	312458
HM Revenue & Customs	01.10.15	PAYE wks 23-26	4,574.63	312459
Homecare	11.09.15	DIY Supplies	£66.41	BACS
Innerglass	04.09.15	SWC Cleaning Supplies	£70.32	BACS
Innerglass	23.09.15	SWC Cleaning Supplies	169.13	BACS
ITC Service	31.08.15	August Remote Backup Service	£30.00	BACS
JRB Enterprise	18.09.15	100,000 Dog Bags & Carriage	£921.60	BACS
Lifting & Cooling	24.06.15	New Refrigeration Seal & Labour Café	£253.53	BACS
LWC Wholesale	25.09.15	SWC Bar Supplies	240.41	D/D
Machine Mart	10.09.15	Fuel Filters	£14.97	BACS
Machine Mart	11.09.15	Safety Boots	£19.98	BACS
Machine Mart	11.09.15	Socket Set	£19.19	BACS
Maxwells DIY	31.08.15	DIY Supplies	£112.67	BACS
MKM Building Supplies	19.08.15	Post Mix	£41.26	BACS
Mortons	08.09.15	Legal Provision	£166.50	BACS
Mortons Solicitors	17.09.15	Hearing Fee	1,090.00	312456
Niramax	31.08.15	Trade Waste	£72.00	312462
Niramax	06.09.15	Trade Waste	£72.00	312462
Niramax	13.09.15	Trade Waste	£72.00	312462
Niramax	20.09.15	Trade Waste	£72.00	312462
Niramax	27.09.15	Trade Waste	72.00	312462
O'Briens	31.08.15	Recycling Trade Waste	£14.40	D/D
PPG Architectural	07.09.15	Paint & Brush Sets	£51.36	BACS
Select Telecom	31.08.15	Phone Lines, Calls, Internet & New Router	£158.32	D/D
Sherburn Stone	07.09.15	Concrete Mix	£71.02	BACS
South Durham Refrigeration	31.08.15	Repairs to SWC Cellar Refrigeration	£74.40	BACS
St Johns Ambulance	28.08.15	Pirates in the Park First Aid Cover	£71.64	BACS
Steadfast	10.09.15	Annual Alarm Maintenance Café	£103.20	BACS
Steadfast	10.09.15	Annual Alarm Maintenance SWC	£103.20	BACS
TGMS	15.09.15	Drainage Plans Rugby Club	£1,812.00	312463
Trevor Jones	26.08.15	Repair and Replace Panic Alarm Cemetery Toilets	£115.88	312464
Trevor Jones	17.09.15	New Toilet Flusher Cemetery Toilets	£107.00	312464
Two Red Rubber Things	28.07.15	Miner Sculpture	22,800.00	312454
Viking	08.09.15	Stamps & A4 Paper	£155.76	BACS
Vodafone	22.09.15	Mobile Phones	£84.84	D/D
Wearside Contractors	25.09.15	Brick work repair Football Field Pillar	210.60	BACS
<b>Invoice Total for September 2015</b>			<b>£45,638.56</b>	

F&GP  
15/16/061

**Members/Officers Allowances.**

The Clerk advised he had received participation allowance for Councillor I Roberts totaling £571.93.  
**RESOLVED:** That the payment be **APPROVED**.

F&GP  
15/16/062

**Separation of Charity Accounts.**

Members considered the report previously circulated.

**RESOLVED:** that the item be deferred to a future meeting, allowing further information to be sought.

- F&GP**  
**15/16/063**     **Capacity Report.**  
Members gave consideration to the report previously circulated. The Clerk advised that he would convene a meeting of the budget sub-committee in order to commence the prioritization process.  
**RESOLVED:** that the item be deferred to a future meeting to allow for further consideration.
- F&GP**  
**15/16/064**     **Member Account Signatories.**  
Members gave consideration to the review of member account signatories.  
  
After a brief discussion it was;  
  
**RESOLVED:** that Members be account signatories on a voluntary basis only and that the following Members be included as signatories;  
R Bagnall, C Cain, W Hill, D Nicol, I Roberts, G Robson, W Smith, D Tait and J White.
- F&GP**  
**15/16/065**     **Catching Conflict Upstream Seminar.**  
The Clerk advised that there was no budget for the above training.  
**RESOLVED:** that the Clerk not attend.
- F&GP**  
**15/16/066**     **Clocking In System.**  
Members gave consideration to the purchase of a clocking in system for all staff.  
**RESOLVED:** that the Clockrite Time and Attendance Solution system be purchased at a cost of £2700.00 + VAT and an additional cost of £450.00 for onsite installation and remote setup.
- F&GP**  
**15/16/067**     **Butterwick House Hospice.**  
Members gave consideration to correspondence received from Butterwick House Hospice with regard to a donation request.  
**RESOLVED:** that a donation of £50 be GRANTED.
- F&GP**  
**15/16/068**     **Planning Applications.**  
DM/15/02711/FPA – Erection of two storey extension to rear of existing dwelling at 11 Inchape Terrace, Grants Houses, Horden for Ms H Robinson.  
**RESOLVED:** that the information given, be NOTED.

**FULL PARISH COUNCIL**  
**Minutes of Meeting held 1<sup>st</sup> October 2015**

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

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

**Apologies:** Councillors M Clark and J White.

**HPC**            **Declarations of Interest.**  
**15/16/098**      There were no declarations of interest.

**HPC**            **Apprenticeships.**  
**15/16/099**      Councillor Clark advised Members on the situation with regard to Durham County Council funding for apprenticeships. She further advised that there is also a new funding stream opened up within the AAP.  
**RESOLVED:** that the information given, be NOTED.

**HPC**            **Members Delegated to Outside Bodies.**  
**15/16/100**      Councillor E Connor updated Members with information from the last meeting of the the Horden Colliery Residents Association.

Councillor W Hill updated Members with information from the last Horden Regeneration Partnership meeting he attended. In addition Councillor Clark updated Members on the situation with regard to the forthcoming railway station.

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

**HPC**            **County Durham Association of Local Councils AGM.**  
**15/16/101**      Members gave consideration to the attendance at the above.  
**RESOLVED:** that Councillors Connor and Smith attend.

**HPC**            **Exclusion of the Press and Public.**  
**15/16/102**      **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**            **Grievance Claim.**  
**15/16/103**      Members gave consideration to the report previously circulated.  
**RESOLVED:** that the report be NOTED.

**HPC**            **Park and Cemetery Apprentice.**  
**15/16/104**      Members considered correspondence previously circulated.

A very lengthy discussion ensued and it was;

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

**HPC**            **SWC Cleaner.**  
**15/16/105**      Members gave consideration to correspondence received, from a member of staff requesting a reduction in their working week.  
**RESOLVED:** that the request be DENIED on the grounds that it would not be time or cost effective for the council to undertake a recruitment exercise to cover the shortfall in hours remaining.