

HORDEN PARISH COUNCIL
Minutes of Meeting held 1st September 2016

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

Staff: Mr P Davison (Clerk to the Council), Miss G Rowe (Assistant Clerk), Mr C Muir (Parks and Cemetery Manager).

Also Present: PCSO Sarah Kinghorn.

HPC 16/17/056 **Apologies for Absence.**
RESOLVED: Apologies RECEIVED and approved for Councillors M Clark, W Hill, D Nicol, J White. It was further **RESOLVED**, that due to ill health, Councillor W Hill's apologies be accepted up until May 2017.

HPC 16/17/057 **Declarations of Interest in Items on the Agenda.**
 Cllr J Clark declared a Prejudicial Interest on Parks and Cemetery Matters, Item 5d – BMX Track.

HPC 16/17/058 **Minutes of Horden Parish Council Meetings held 7th July and 18th July 2016.**
 A copy of which had been circulated to each Member.
RESOLVED: That the Minutes be confirmed as a true record and signed by the Chairman.

HPC 16/17/059 **Police Matters.**
 The Chairman welcomed PCSO Sarah Kinghorn to the meeting who reported on the following incidents between 1st August to 31st August 2016.

Recorded incidents in Horden	270
Burglary	4
Vehicle crime – theft of and from	11
Rowdy, Nuisance Behavior	35
Criminal Damage	18

A Member enquired about the graffiti painted around Horden and requested an update. PCSO Kinghorn advised that the matter is still under investigation but Durham County Council are removing the defamatory remarks. A Member enquired as to whether those responsible for the criminal damage would be made to repay Durham County Council for the expense of removing the graffiti, PCSO Kinghorn advised she would feed this back to those dealing with the matter.

The Chairman thanked PCSO Kinghorn for attending the meeting.

RESOLVED: that the information given, be NOTED.

At 6:24pm PCSO Kinghorn left the Meeting.

HPC 16/17/060 **Parks and Cemetery Matters.**
a) Parks and Cemetery Report
 The report previously circulated covered the period from 20th June to 21st August 2016. The Parks and Cemetery Manager advised Members the excess water at the cemetery was under control.
RESOLVED: That the staff be thanked for their hard work throughout the Summer Events and the information be NOTED.

At 6:35pm Cllr D Langan entered the Meeting.

b) Damage and Incident Reports.

09-10.07.16 Damage Memorial Park - Flowerbeds trampled and flowers pulled out. Police called, Incident No: DHM-11072016-0073. Flowerbeds replaced.

12.07.16 Damage Welfare Park - Gang of youths with threatening behavior, causing damage by running through flowerbeds, being a general nuisance. Plants pulled out of tubs and scattered around bandstand. Police informed but did not attend. Plants replaced.

14.07.16 Incident Welfare Park - Youths running riot around bowling greens, plants pulled out of beds, scooters running over No2 green. Youths shouting abuse at bowlers and threatened two

women bowlers – this understandably shook up the bowlers. Police informed and PCSO attended.

RESOLVED: That the information be NOTED.

At 6:48pm Mr C Muir left the Meeting.

c) Sunderland Road Pavilion Refurbishment.

A copy of the Clerk's Report had been circulated to each Member prior to the Meeting.

RESOLVED: To work in conjunction with the AAP to obtain funding for the shortfall for the roof and a local survey be carried out to determine uses for the communal area.

At 6:55pm Cllr J Clark left the Meeting.

d) BMX Track.

Members considered the correspondence from Durham County Council requesting the BMX land be returned to a levelled and grassed condition prior to the acceptance of the Parish Council's surrender of the leasehold.

RESOLVED: That taking in to consideration the cost to level the land, the lease for the BMX land be retained.

At 7:15pm Cllr J Clark re-entered the Meeting.

e) Thorpe Road Cemetery Extension.

Due to receiving further correspondence it was **RESOLVED** to defer the item.

f) 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 items of business on the grounds that they involve information prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

g) Parks and Cemetery Apprentice Recruitment.

The Clerk provided Members with an update advising that there were a total of seven applicants for the position. The Clerk and the Parks and Cemetery Manager interviewed the five shortlisted candidates with the two successful candidates commencing employment on Monday 12th September 2016.

RESOLVED: That all future appointments are referred to the Personnel Sub-Committee and the information be RECEIVED.

At 7:23pm Cllr E Connor left the Meeting.

HPC
16/17/061

Financial Matters.

a) Bank Balances as at 31/08/2016.

The Assistant Clerk reported the bank balances as at 31/08/2016 being £245,025.34

RESOLVED: that the information be NOTED.

b) Income and Expenditure Report to 31/07/2016.

Members considered the report previously circulated.

RESOLVED: that the information be NOTED.

At 7:27 Cllr E Connor re-entered the Meeting.

c) Debtor Report to 31/07/2016.

Members considered the report previously circulated.

RESOLVED: that the information be NOTED.

d) Cash Cheques.

The Assistant Clerk requested a cash cheque for £150 for Petty Cash.

RESOLVED: to ENDORSE the cheque for payment.

e) Bank Transfer.

The Assistant Clerk advised there was no bank transfer for July or August 2016.

f) Invoices for Payment.

RESOLVED: to ENDORSE payment for the attached schedule of invoices.

g) Members/Officers Allowances.

The Assistant Clerk advised she had received the following claims:

Participation Allowance from Councillor W Smith for £571.93

Travel Allowance from Councillor W Smith for £30.28

Participation Allowance from Councillor W Hill for £571.93

Participation Allowance from Councillor I Roberts for £571.93

Participation Allowance from Councillor D Langan for £571.93

RESOLVED: That the payments be APPROVED.

h) Welfare and Memorial Park Safety Flooring Repair.

Three quotations were circulated prior to the Meeting.

RESOLVED: to ACCEPT Quotation B from RTC Safety Surfaces for £9,727.00.

i) Bowls Pavilion Roof.

Three quotations were circulated prior to the Meeting.

RESOLVED: To approach all firms who provided a quotation to ask if they would consider a reduced price for the rubber finish.

j) NJC Pay Scale Review.

Members considered setting a Meeting date with the Consultant.

RESOLVED: The Meeting be held Thursday 29th September 2016.

HPC
16/17/062

Correspondence.

a) Community Action Team.

Details of the work by the Community Action Team in Horden were circulated prior to the Meeting. A Member remarked on their disgust at the CAT Team being charged room hire at the Social Welfare Centre.

RESOLVED: That in the absence of a representative from the CAT Team, the information be NOTED.

b) County Durham Youth Offending Service.

Members considered an offer of reparation work from the Youth Offending Service.

RESOLVED: To support the work of the Youth Offending Service.

HPC
16/17/063

Training.

a) Exclusive Rights of Burial Training 6th October 2016 at Durham County Council at a cost of £130+VAT

RESOLVED: That the Parks and Cemetery Manager attend.

b) Member Training Roles and Responsibilities 20th September 2016 at Horden Social Welfare Centre at a cost of £250 per session.

RESOLVED: That the Full Council attend.

HPC
16/17/064

Planning Matters.

DM/16/02044/FPA – Change of use of a shop (use class A1) to restaurant (use class A3) with takeaway facility at Rock A Bye Baby, Unit 4, Co-operative Buildings, Cotsford Lane, Horden for ASP Associates.

RESOLVED: That the information be RECEIVED and NOTED.

Meeting concluded at 8:48pm

HORDEN PARISH COUNCIL JULY INVOICES:

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Pay Ref:
Alan Wood	20.07.16	Decorate SWC foyer, corridors, upstairs foyer	£750.00	312625
All Star	13.07.16	Fuel Charges	£132.00	D/D
All Star	20.07.16	Fuel Charges	£221.23	D/D
Angel Springs Ltd	30.06.16	SWC Water Cooler	£39.13	D/D
Apex Radio Systems	12.07.16	6 UHF Walkie Talkie Radios	£730.79	BACS
Arco	18.07.16	2 Ladies Fleece Jackets	£43.08	BACS
Arco	25.07.16	4 Pair Trousers	£71.86	BACS
Ashley Gas	27.06.16	SWC Cellar Gases	£19.92	BACS
Baker Ross	21.07.16	Craft Supplies Summer Activities	£38.99	BACS
Booker Wholesale	21.07.16	Bar Cleaning Supp, Coffee, Takeaway Bags	£82.34	D/D
British Gas	06.07.16	SWC Gas Charges	£2,024.79	D/D
British Gas	12.07.16	Electricity Charges as below:	£529.08	D/D
		SWC 02/06/16 - 01/07/16	425.12	
		Welfare Park 29/05/16 - 28/07/16	17.59	
		Welfare Grounds 02/06/16 - 01/07/16	22.97	
		Sports Pavilion 02/06/16 - 29/06/16	21.46	
		Memorial Park 29/05/16 - 28/06/16	13.08	
		Cemetery 29/05/16 - 28/06/16	28.86	
Concept	08.07.16	Photocopier Charges	£49.50	D/D
Co-op Bank	01.07.16	FD Online/BACS Payments	£64.94	DD
Eurooffice	21.07.16	Stationery	£40.57	BACS
Homecare	22.07.16	DIY Goods	£186.42	BACS

Innerglass	22.07.16	SWC First Aid supplies and Waste Container		£42.31	BACS
Landlord FM	07.07.16	Mould killer & paint S'land Rd Pavilion		£350.00	BACS
MAP Architectural SVS	16.07.16	Survey, Plans, Spec Bowls Pavilion Roof		£200.00	BACS
Maxwells DIY	30.06.16	Euro Door Lock		£12.99	BACS
Ofcom	11.07.16	5 Year Radio licence		£75.00	312627
Select Telecom	30.06.16	Line Rental, Calls, Internet		£129.16	D/D
Sornel Ltd	11.07.16	New PA System		£393.96	312628
Specialist Floors NE	25.07.16	Supply and Fit Flooring at SWC		£2,831.77	312626
St John Ambulance	13.07.16	First Aid at Teddy Bears Picnic		£96.00	BACS
Trevor Jones	15.07.16	New Combi Boiler at Cemetery Lodge		£1,842.00	312629
Trevor Jones	19.07.16	Cemetery House Repairs		£289.20	312629
Trevor Jones	20.07.16	Sunderland Road Football Shower Block		£73.60	312629
Veolia	30.06.16	Welfare Park Trade Waste		£132.00	BACS
Vitax	06.06.16	Horticultural Supplies		£21.60	BACS
Vodafone	22.07.16	Mobile Phones		£55.32	D/D
Zurich	17.06.16	Insurance Policy Amendments		£143.03	BACS
OTHER PAYMENTS - NO INVOICES					
Northumbrian Water	13.07.16	Vintage Café Water (Recharge)		£108.04	D/D
Northumbrian Water	13.07.16	SWC Water	(monthly)	£107.54	D/D
Northumbrian Water	13.07.16	Welfare Park Water	(monthly)	£134.86	D/D
Co-op Bank	14.07.16	Wages Week 15		£4,111.38	D/D
Co-op Bank	21.07.16	Wages Week 16		£4,416.44	D/D
Co-op Bank	28.07.16	Wages Week 17		£4,360.08	D/D
DCC Pension Fund	28.07.16	Superannuation wks 15 - 17		£3,066.85	312634
HMRC	28.07.16	PAYE wks 15 - 17		£3,092.92	312633
Durham County Council	28.07.16	Attachement of Earnings wks 15 - 17		£24.63	312632
HM Courts & Tribunals	28.07.16	Attachement of Earnings wks 15 - 17		£30.96	312631
Invoice Total for JULY 2016				£31,166.28	

HORDEN PARISH COUNCIL AUGUST INVOICES:

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Pay Ref:
All Star	27.07.16	Fuel Charges	£54.88	D/D
All Star	27.07.16	Fuel Charges	£91.72	D/D
All Star	10.08.19	Fuel Charges	£167.60	D/D
All Star	17.08.16	Fuel Charges	£127.41	D/D
All Star	31.08.16	Fuel Charges	£187.25	D/D
A1 Trophies	04.06.16	Goal Nets	£129.99	BACS
A1 Trophies	26.06.16	Chairman Board Entry Engraving	£12.00	BACS
A1 Trophies	29.06.16	6 Black and White - Park Rules Signs	£621.00	BACS
A1 Trophies	14.07.16	Painting Competition Trophies and Engraving	£132.00	BACS
A1 Trophies	03.08.16	Gavel and Block	£45.00	BACS
Angel Springs	31.07.16	SWC Water Cooler	£39.13	D/D
Arco	23.08.16	Safety Boots	£29.99	BACS
Arco	03.08.16	Workwear Trousers	£14.40	BACS
Arco	13.08.16	Blue Fleece and Embroidery	£18.24	BACS
Ashley Gases	08.08.16	SWC Cellar Gases	£19.92	BACS
BOC	31.07.16	CO2 Monitor	£33.72	D/D
Bookers	26.08.16	SWC Coffee, Tea, Shandy, Salted Peanuts	£57.22	D/D
British Gas	11.08.16	Electricity Charges as below:	£506.80	D/D
		SWC 02/07/16 - 01/08/16	£406.23	
		Welfare Park 29/06/16 - 28/07/16	£18.97	
		Welfare Grounds 02/07/16 - 30/07/16	£21.71	
		Sports Pavilion 30/06/16 - 27/07/16	£23.21	
		Memorial Park 29/06/16 - 28/07/16	£13.08	
		Cemetery 29/06/16 - 28/07/16	£23.60	
BT	10.08.16	SWC Alarm Line Rental	£3.74	D/D
Circurama	24.08.16	Circus Skills and Workshop - Pirates in the Park	£250.00	BACS
Concept	15.08.16	Photocopier Meter Reading Charges	£61.42	D/D

Concept	11.08.16	New Photocopier delivery, installation, training		£210.00	D/D
Co-op Bank	01.08.16	FD Online & Bacs Charges		£64.66	D/D
Co-op Bank	01.09.16	FD Online & Bacs Charges		£53.62	D/D
Darlington Borough Council	02.08.16	Supply of summer bedding and hanging baskets		£3,983.15	312643
DTA	05.08.16	Scorpion Lager		£168.00	BACS
DTA	19.08.16	Scorpion Lager		£168.00	BACS
Durham County Council	24.08.16	Cemetery Lodge Council Tax (Vacant Period)		£142.79	312644
Fir Tree Damp Proofing	01.08.16	Welfare Hse Injection/Render/Repoint/Airbricks		£624.00	BACS
GO2 Electrical Services	25.08.16	Supply and Fit Old Lights for LED Lights		£110.00	BACS
Greenlay	24.08.16	Brush Reel		£396.00	BACS
Greenlay	22.08.16	Service and Parts John Deere Tractor		£285.55	BACS
Innerglass	01.08.16	SWC Cleaning Supplies		£67.54	BACS
IOS	25.08.15	A3 Paper, Envelopes, Tippex, 100 x 2nd Stamps		£105.56	BACS
ITC Services	31.07.16	Remote Back Up Service		£30.00	D/D
ITC Services	31.08.16	Remote Back Up Service		£30.00	D/D
LCL (Lifting and Cooling)	22.07.16	Cafe Refrigeration Maintenance		£149.11	BACS
LWC	19.08.16	SWC Bar Supplies		£1,267.69	D/D
LWC	05.08.16	SWC Bar Supplies		£193.72	D/D
LWC	29.07.16	SWC Bar Supplies		£223.57	D/D
Mortons Solicitors	04.08.16	Legal Provision		£531.00	312645
Mortons Solicitors	04.08.16	Legal Provision		£528.00	312646
NJ Catering (John Gale)	18.08.16	Rides for Teddy Bears Picnic / Pirates in the Park		£300.00	312647
O'Briens	31.07.16	SWC Recycling Trade Waste		£15.48	D/D
Pat Lavery	22.08.16	MOT for Ford Transit Connect		£30.00	312648
Pat Lavery	24.08.16	Service and Parts for Ford Transit Connect		£380.00	312648
RBS	01.08.16	Accounts Maintenance / Support		£739.20	BACS
Rigby Taylor	25.08.16	Horticultural Supplies		£522.75	BACS
Select Telecom	31.07.16	Phone Lines, Calls, New Router and Internet		£205.51	D/D
Spaldings	25.07.16	Two Stroke Oil 5 Litres		£25.36	BACS
Spaldings	25.07.16	Secateurs, Spade, Strimmer Cord		£115.75	BACS
Trevor Jones	22.08.16	Fly Trap / Bug Killer Horden Park Cafe		£144.00	312650
Trevor Jones	14.08.16	Cricket Pavilion - Unblocked Drains		£96.00	312650
Trevor Jones	23.07.16	New toilet siphon in Vintage Café		£138.00	312650
Veolia	31.07.16	Welfare Park Trade Waste		£105.60	BACS
Vodafone	23.08.16	Mobile Phone Charges		£54.87	D/D
OTHER PAYMENTS - NO INVOICES					
Northumbrian Water	05.08.16	Cemetery Water	monthly	£121.30	D/D
Co-op Bank	04.08.16	Wages Week 18		£4,418.66	D/D
Co-op Bank	11.08.16	Wages Week 19		£4,351.13	D/D
Co-op Bank	18.08.16	Wages Week 20		£4,350.53	D/D
Co-op Bank	25.08.16	Wages Week 21		£4,780.91	D/D
Co-op Bank	01.09.16	Wages Week 22		£4,525.51	D/D
DCC Pension Fund	01.09.16	Superannuation wks 18-22		£5,252.97	312639
HMRC	01.09.16	PAYE wks 18-22		£5,338.56	312642
Durham County Council	01.09.16	Attachment of Earnings wks 18-22		£41.05	312640
HM Courts & Tribunals	01.09.16	Attachment of Earnings wks 18-22		£50.00	312641
Invoice Total for AUGUST 2016				£48,038.53	