

HORDEN PARISH COUNCIL
Minutes of Meeting held 6th October 2016

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

Staff: Mr P Davison (Clerk to the Council), Miss G Rowe (Deputy Clerk).

**Also
 Present:**

HPC **Apologies for Absence.**
16/17/070 **RESOLVED:** Apologies RECEIVED and approved for Councillors M Clark, W Smith, D Tait, J White.

HPC **Declarations of Interest in Items on the Agenda.**
16/17/071 Cllr J Clark declared a personal interest on items F&GP 16/17/010 - Part Time Advisory Speed Limits at Cotsford and Yohden Schools, F&GP 16/17/012 - Durham County Council Street Light Removal Proposal, F&GP 16/17/013 - Horden Railway Station Proposals and HPC 16/17/078 - Durham County Council Budget Consultation.
 Cllr E Connor declared a prejudicial interest on item F&GP 16/17/014, Planning Applications.

At 6:03pm PCSO David Edson entered the Meeting.

HPC **Minutes of Horden Parish Council Meetings held 1st September 2016.**
16/17/072 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 **Public Participation.**
16/17/073 There were no members of the public present.

HPC **Police Matters.**
16/17/074 The Chairman welcomed PCSO Edson to the meeting who reported on the following incidents between 1st September and 6th October 2016.

Recorded incidents in Horden	288
Burglary	10
Vehicle crime – theft of and from	16
Rowdy, Nuisance Behavior	37
Criminal Damage	11

The Chairman thanked PCSO Edson for attending the meeting.

RESOLVED: that the information given, be NOTED.

At 6:12pm PCSO Edson left the Meeting.

Meeting concluded at 6:12pm.

PARKS AND CEMETERY COMMITTEE
Minutes of Meeting held 6th October 2016

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

Staff: Mr P Davison (Clerk to the Council), Miss G Rowe (Deputy Clerk).

Apologies: Cllrs M Clark, W Smith, D Tait, J White.

P&C **Minutes of the Parks and Cemetery Committee held 8th September 2016.**

16/17/005 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.

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

16/17/006 The report previously circulated covered the period from 22nd August to 25th September 2016.

RESOLVED: that the information be NOTED.

P&C **Thorpe Road Cemetery Extension.**

16/17/007 The Clerk provided Members with a verbal update.

RESOLVED: that the information be NOTED.

Meeting concluded at 6:26pm

FINANCE AND GENERAL PURPOSES COMMITTEE
Minutes of Meeting held 6th October 2016

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

Staff: Mr P Davison (Clerk to the Council), Miss G Rowe (Deputy Clerk).

Apologies: Cllrs M Clark, W Smith, D Tait, J White.

F&GP 16/17/005 **Minutes of the Finance and General Purposes Committee held 8th September 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.

F&GP 16/17/006 **Parish Council Financial.**

a) **Bank Balances as at 30/09/2016**
 The Deputy Clerk reported the bank balances as at 30/09/2016 being £465,101.77.
RESOLVED: that the information be NOTED.

b) **Income and Expenditure Report to 31/08/2016**
 Members considered the report previously circulated.
 Members expressed their concern over the overspend in pension contributions. The Clerk advised he would look into this and report back at a later meeting.
RESOLVED: that the information be NOTED.

c) **Debtor Report to 31/08/2016**
 Members considered the report previously circulated.
RESOLVED: that the information be NOTED.

d) **Cash Cheques**
 The Deputy Clerk requested a cash cheque for £200 for Petty Cash and £350 for Summer Events Prizes.
RESOLVED: to ENDORSE the cheques for payment.

e) **Bank Transfer**
 The Deputy Clerk advised there was no bank transfer for September.

F&GP 16/17/007 **Invoices for Payment.**
RESOLVED: to ENDORSE payment for the attached schedule of invoices.

F&GP 16/17/008 **Members/Officers Allowances.**
 The Deputy Clerk advised she had received the following claims:
 Participation Allowance from Councillor E Wood for £571.93
 Participation Allowance from Councillor R Bagnall for £571.93
RESOLVED: That the payments be APPROVED.

F&GP 16/17/009 **Audit of Accounts for the Year Ended 2015/16.**
 Members considered the conclusion of the External Audit for the year ended 31st March 2016. Members considered the External Auditors Report.
RESOLVED:

- (i) Members considered and ACCEPTED the External Auditors Report.
- (ii) That the councils review of internal control and associated risk assessment is completed no later than January in each financial year.

F&GP 16/17/010 **Part Time Advisory Speed Limits at Cotsford and Yohden Schools.**
 Members considered Durham County Council's proposals to establish 20mph limits and zones during school drop off and pick up times.
RESOLVED: to send a letter of support to Durham County Council.

F&GP 16/17/011 **Member/Officer Relationships Training.**
 Details of the training were circulated prior to the Meeting.
RESOLVED: that the information be NOTED.

F&GP 16/17/012 **Durham County Council Street Light Removal Proposal.**
 Members considered Durham County Council's proposal to remove street lights at B1283 Sunderland Road, A1086 Thorpe Road, Kilburn Drive and A1068 Coast Road.
RESOLVED: To object to the severity of the removal of street light numbers outlined in the proposals on the grounds that the locations specified will have an increased risk of accidents and crime occurring.

F&GP
16/17/013

Hornden Railway Station Proposals.

Members considered Durham County Council's proposal and survey for a new railway station at Hornden.
RESOLVED: to send a letter of support to Durham County Council.

At 7:56 Cllr E Connor left the Meeting and Cllr D Nicol took the Chair.

F&GP
16/17/014

Planning Applications.

- i. DM/16/02839/FPA – 4 Bedroomed Private Dwelling to the East of Thompson Street, Hornden, SR8 4DA for Mr K Lauderdale.
- ii. DM/16/02608FPA – Metal Container at Station Road Allotments for Mr F Leadbitter.

RESOLVED: that the information be NOTED.

Meeting concluded at 7:58pm

HORDEN PARISH COUNCIL
Minutes of Meeting held 6th October 2016

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

Staff: Mr P Davison (Clerk to the Council), Miss G Rowe (Deputy Clerk).

Apologies: Cllrs M Clark, W Smith, D Tait, J White.

HPC **Community Action Team Feedback.**

16/17/075 Cllr Cain discussed the Exit Strategy with Members. Members considered options available to continuing the work of Community Action Team.

RESOLVED: that the information be NOTED.

HPC **County Durham Association of Local Councils AGM 22nd October 2016.**

16/17/076

i. Decisions relating to the agenda.

- a) Item 5 – Appointment of President – **RESOLVED** to nominate Mr G M Morris MP.
- b) Item 6 – Appointment of three Vice-presidents – **RESOLVED** to nominate Cllr D Bell, Cllr R Harrison and Cllr W Smith.
- c) Item 7 – Appointment of Honorary Treasurer – **RESOLVED** to nominate Cllr D Waters.
- d) Item 8 – Appointment of Honorary Auditor – **RESOLVED** to nominate D Austin.
- e) Item 9 – County Executive Committee – **RESOLVED** to nominate Cllr W Smith.
- f) Item 13 – Affiliation Fee Increase 2016/17 – **RESOLVED** to agree.
- g) Item 14 – Motions for Discussion – **RESOLVED** to agree the recommended Policy Statement.

ii. Attendance.

RESOLVED: That Councillors E Connor and D Nicol attend.

HPC **Parliamentary Outreach Workshop 14th October 2016, the Glebe Centre, Murton.**

16/17/077

RESOLVED: No representative attend.

HPC **Durham County Council Budget Consultation.**

16/17/078

Members considered Durham County Council's 2017/18 Budget Consultation and survey.

RESOLVED: That the information be NOTED.

HPC **Department for Communities and Local Government (DCLG) Finance Settlement: Consultation on Proposals to Extend Council Tax Referendum Principles to Parish Councils.**

16/17/079

A copy of the Clerk's Report was circulated prior to the Meeting. Members considered issuing a response to DCLG.

RESOLVED: That no response be submitted and the information be NOTED.

HPC **Finance and Administration Officer Recruitment.**

16/17/080

RESOLVED: that the Clerk arrange a suitable date for a Meeting of the Personnel Sub-Committee.

Meeting concluded at 9:05pm

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Pay Ref:
A1 Trophies	22.09.16	Wood backing board for A4 Heritage Sign	£34.20	BACS
All Star	28.09.16	Fuel Charges	£135.11	D/D
All Star	07.09.16	Fuel Charges	£242.76	D/D
All Star	21.09.16	Fuel Charges	£136.89	D/D
All Things Fun	01.09.16	Magic Jack and Airbrush Bodyartz (Pirates in Park)	£285.00	BACS
Angel Springs	31.08.16	SWC Water Cooler	£39.13	D/D
Arco	15.09.16	Safety Chukka Boots	£29.99	BACS
Arco	16.09.16	CREDIT Wrong Fleece	(£37.30)	
Arco	19.09.16	Navy Fleece	£43.24	BACS
Arco	21.09.16	CREDIT Wrong Fleece Sent - Delivery Charge	(£5.94)	
Arco	12.09.16	4 Polo Shirt, 2 Fleece, 2 Hi-Viz Jackets	£118.90	BACS
Arco	06.09.16	2 Pairs Cargo Trousers	£28.20	BACS
Arco	06.09.16	Leather Rigger Gloves	£34.56	BACS
Arco	06.09.16	2 Pair Safety Boots, 2 Pairs Cargo Trousers	£118.16	BACS
Arco	05.09.16	Polo Shirt, Jacket and Embroidery	£57.34	BACS
Ashley Gases	19.09.16	SWC Cellar Gases	£21.36	BACS

Ashley Gases	05.09.16	SWC Cellar Gases		£19.92	BACS
BDO	28.08.16	Audit of Accounts - Year Ending 31 March 2016		£1,920.00	312660
BOC	30.09.16	CO2 Monitor		£34.56	D/D
BOC	31.08.16	CO2 Monitor		£33.72	D/D
Bright Ideas Group	20.09.16	500 A4 Folded Newsletters		£225.00	BACS
British Gas	05.09.16	Works Build/Café Electricity (£216.23 recharge)		£389.45	312669
British Gas	20.09.16	Sports Pavilion 08/09/16 - 14/09/16		£22.02	D/D
British Gas	12.09.16	Electricity Charges as below:		£530.17	D/D
		SWC 02/08/16 - 01/09/16	£433.51		
		Welfare Park 29/07/16 - 28/08/16	£30.87		
		Welfare Grounds 31/07/16 - 01/08/16	£10.92		
		Sports Pavilion 28/07/16 - 24/08/16	£17.57		
		Memorial Park 29/07/16 - 28/08/16	£12.33		
		Cemetery 29/07/16 - 28/08/16	£24.97		
British Gas	08.09.16	Electricity - Sports Pavilion 22/06/16 - 07/09/16		£241.45	D/D
Creative Youth Opportunities	10.08.15	Summer Activities - Staffing, Resources, Admin	Recharge	£8,052.00	312661
DTA	30.09.16	Scorpion Larger		£84.00	BACS
DTA	16.09.16	Scorpion Larger		£168.00	BACS
DCC	15.09.16	Green Leaf Café - Passenger Lift Service		£62.16	BACS
DCC	14.09.15	Welfare Centre - Passenger Lift Service		£62.16	BACS
Ged McCormack	13.09.16	FINAL Architectural Planning SLand Rd Pavilion		£243.10	312662
Goodman Nash	23.09.16	Business Rate Recovery - 35% fee of £8,192.70		£3,440.93	312663
Homecare	23.09.16	Keys, WD40, Cutting Discs, Grinding Discs		£60.92	BACS
Homecare	09.08.16	DIY Goods and Keys		£39.42	BACS
ICCM	08.09.16	C Muir - EROB Training Course		£198.00	BACS
ICCM	09.09.16	C Muir EROB Training CREDIT (Member discount)		(£42.00)	
Innerglass Ltd	13.09.16	SWC Cleaning Supplies		£408.52	BACS
Integrated Office Systems	29.09.16	Wall Planners, scissors, file labels, treasury tags		£39.16	BACS
ITC Services Ltd	30.09.16	Remote Backup Service for September 2016		£30.00	D/D
Kennek Construction	13.09.16	Sunderland Road Changing Room - Retention		£6,946.20	312664
LWC	16.09.16	SWC Bar Supplies		£96.19	D/D
LWC	16.09.16	SWC Bar Supplies		£974.13	D/D
LWC	09.09.16	SWC Bar Supplies		£361.55	D/D
LWC	30.09.16	SWC Bar Supplies		£589.28	D/D
Marc Kerr Ltd	01.09.16	Supply, Spread and Brush 1 Tonne Sports Sand		£2,319.72	312665
Maxwells DIY	01.09.16	Emulsion Brush and Paints		£75.94	BACS
MKM	22.09.16	2 x Collapsible Ear Defenders		£22.18	BACS
Mortons Solicitors	26.09.16	Cemetery Extension Legal Fees		£1,392.00	312666
Ward Hadaway Solicitors	26.09.16	Sellers Legal Fees for Cemetery Extension		£1,800.00	312666
O'Brien	31.08.16	SWC Recycling Trade Waste		£15.48	D/D
Rigby Taylor	20.09.16	Kaloam - Topdressing		£646.56	BACS
Rigby Taylor	02.09.16	Pro Spread Topdressing		£763.20	BACS
Ron's Plumbing Service	21.09.16	Strip Bar and Detect Point Leak		£100.00	BACS
Select Telecom	31.08.16	Phone Lines, Calls and Internet		£142.70	D/D
Shotton Parish Council	25.07.16	S Wardle Fees - (23.05.16 - 31.07.16)		£3,918.73	312667
St John Ambulance	14.09.16	Medical Cover - Pirates in the Park		£120.00	BACS
Treasured Memories	23.09.16	Memorial Wall Plaque		£81.72	BACS
Vodafone	22.09.16	Mobile Phone Charges		£54.43	D/D
OTHER PAYMENTS-					
Co-op Bank	08.09.16	Wages Week 23		£4,352.20	BACS
Co-op Bank	15.09.16	Wages Week 24		£4,349.58	BACS
Co-op Bank	22.09.16	Wages Week 25		£4,794.88	BACS
Co-op Bank	29.09.16	Wages Week 26		£4,577.04	BACS
Co-op Bank	06.10.16	Wages Week 27		£4,769.21	BACS
DCC Pension Fund	29.09.16	Superannuations wks 23-27		£4,173.39	312656
HMRC	29.09.16	PAYE wks 23-27		£4,163.30	312668
Durham County Council	29.09.16	Attachment of Earnings wks 23-27		£33.76	312659
HM Courts & Tribunals	29.09.16	Attachment of Earnings wks 23-27		£40.00	312658
Invoice Total for September 2016				£69,048.32	