

**HORDEN PARISH COUNCIL**  
**Minutes of Meeting held 3<sup>rd</sup> November 2016**

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

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

**Also Present:** PCSO David Edson.

**HPC 16/17/081** **Apologies for Absence.**  
**RESOLVED:** Apologies RECEIVED and approved for Councillors R Bagnall, M Clark, W Hill, G Robson, D Tait, J White.

**HPC 16/17/082** **Declarations of Interest in Items on the Agenda.**  
 There were no declarations of interest.

**HPC 16/17/083** **Minutes of Horden Parish Council Meetings held 29<sup>th</sup> September, 6<sup>th</sup> and 20<sup>th</sup> October 2016.**  
 A copy of which had been circulated to each Member.  
**RESOLVED:**

- i. That the Minutes of 29<sup>th</sup> September 2016 be confirmed as a true record and signed by the Chairman.
- ii. That the Minutes of 6<sup>th</sup> October 2016 be confirmed as a true record and signed by the Chairman.
- iii. That the Minutes of 20<sup>th</sup> October 2016 be confirmed as a true record subject to the inclusion of "Members requested that clarification be sought on the agreed purchase area on the plans".

**HPC 16/17/084** **Public Participation.**  
 There were no members of the public present.

**HPC 16/17/085** **Police Matters.**  
 The Chairman welcomed PCSO Edson to the meeting who reported on the following incidents between 6<sup>th</sup> October 2016 and 3<sup>rd</sup> November 2016.

Recorded incidents in Horden	238
Burglary	11
Vehicle crime – theft of and from	13
Rowdy, Nuisance Behavior	37
Criminal Damage	10

The Chairman thanked PCSO Edson for attending the meeting.

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

*At 6:13pm PCSO Edson left the Meeting.*

*Meeting concluded at 6:13pm.*

**PARKS AND CEMETERY COMMITTEE**  
**Minutes of Meeting held 3<sup>rd</sup> November 2016**

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

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

**Apologies:** R Bagnall, M Clark, W Hill, G Robson, D Tait, J White.

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

**16/17/011**    The report previously circulated covered the period from 26<sup>th</sup> September to 23<sup>rd</sup> October 2016. Members discussed the refurbishment of the Cricket Scorebox which is being fully funded by County Councillor J Clark's Neighbourhood Budget.

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

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

**16/17/012**    Members considered the revised Plans, Specification and Bills of Quantity.

**RESOLVED:** That the information be RECEIVED and a letter be sent to the Parks and Cemetery Manager to congratulate him on the discovering the incorrect plans.

**P&C**            **Winter Maintenance.**

**16/17/013**    Members considered the placement of salt bins, the Parks and Cemetery Manager advised that there has been little to no complaints with the current locations. Members requested that Durham County Council's map accurately reflects Horden Parish Council's list of locations.

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

**P&C**            **Public Space Protection Order for Dog Control.**

**16/17/014**    a) **Submitting a response to Durham County Council.**

Members considered Durham County Council's proposal to introduce new enforcement powers for irresponsible dog owners.

**RESOLVED:** That Horden Parish Council support Durham County Council's Proposal.

b) **Applicable parks and open spaces controlled by Horden Parish Council.**

**RESOLVED:** to protect all appropriate areas within Horden Parish Council parks and open spaces covered by the Public Space Protection Order.

*Meeting concluded at 7:08pm*

**FINANCE AND GENERAL PURPOSES COMMITTEE**  
**Minutes of Meeting held 3<sup>rd</sup> November 2016**

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

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

**Apologies:** R Bagnall, M Clark, W Hill, G Robson, D Tait, J White.

**F&GP**  
**16/17/015**

**Parish Council Financial.**

**a) Bank Balances as at 31/10/2016**

The Deputy Clerk reported the bank balances as at 31/10/2016 being £415,411.19.

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

**b) Income and Expenditure Report to 30/09/2016**

Members considered the report previously circulated.

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

**c) Debtor Report to 26/10/2016**

Members considered the report previously circulated.

**RESOLVED:** that the information be NOTED and a Meeting be arranged with Horden Cricket Club to discuss the outstanding Invoice for Ground Fees.

**d) Cash Cheques**

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

**RESOLVED:** to ENDORSE the cheques for payment.

**e) Bank Transfer**

The Deputy Clerk advised there was no bank transfer for October.

**F&GP**  
**16/17/016**

**Invoices for Payment.**

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

**F&GP**  
**16/17/017**

**Members/Officers Allowances.**

The Deputy Clerk advised she had received the following claims:

Participation Allowance from Councillor J White for £571.93.

Participation Allowance from Councillor E Connor for £571.93.

Mileage Claim from Councillor E Connor for £17.23.

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

**F&GP**  
**16/17/018**

**Internal Audit Reports.**

**a) Accounts Payable (Creditors).**

A copy of which was circulated to each Member prior to the Meeting.

**RESOLVED:** That the information be RECEIVED and the Deputy Clerk be congratulated for Full Assurance.

**b) Income and Banking.**

A copy of which was circulated to each Member prior to the Meeting.

**RESOLVED:** That the information be RECEIVED and the Deputy Clerk be congratulated for Full Assurance.

**c) Budgetary Control.**

A copy of which was circulated to each Member prior to the Meeting.

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

**d) Budgetary Control Action.**

A copy of which was circulated to each Member prior to the Meeting.

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

**F&GP**  
**16/17/019**

**Planning Applications.**

- i. DM/16/03106//FPA – Change of use to fitness suite (use Class D1) at Phoenix Workshops, 2 Blackhills Road, Horden for Miss A Stevenson.

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

*Meeting concluded at 8:10pm*

**HORDEN PARISH COUNCIL**  
**Minutes of Meeting held 3<sup>rd</sup> November 2016**

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

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

**Apologies:** Cllrs R Bagnall, M Clark, W Hill, G Robson, D Tait, J White.

**HPC** **Thorpe Road Cemetery Extension Project Loan Application.**

**16/17/086** Members considered the Clerk's Report and associated supporting documents. After much consideration, it was **RESOLVED:**

- i. To seek borrowing approval from the Secretary of State, and subject to approval;
- ii. To make an application to borrow to the Public Works Loan Board.
- iii. To increase the sum recommended from £441,437 to £500,000 for the purposes of refurbishment of the existing cemetery.
- iv. To borrow for the sum of £500,000 for the purposes of land purchase and development of Thorpe Road Cemetery.
- v. To borrow on a Fixed Rate.
- vi. £26,000 be budgeted for loan repayments per annum for the duration of the loan up to a maximum repayment term of 50 years.
- vii. The Clerk to the Council, delegated to make the application on behalf of Horden Parish Council in his capacity as Responsible Financial Officer.

*Meeting concluded at 8:45pm*

**OCTOBER 2016 INVOICES:**

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Pay Ref:
All Star	05.10.16	Fuel Charges	192.06	D/D
All Star	12.10.16	Fuel Charges	49.85	D/D
All Star	25.10.16	Fuel Charges	121.40	D/D
Almond Windows	11.10.16	Full New Locking System for Park House	120.00	BACS
Angel Springs	30.09.16	SWC Water Cooler	39.13	D/D
Arco	14.10.16	Safety Black Boots	29.99	BACS
Arco	14.10.16	Trojan Trousers	15.11	BACS
Ashley Gases	03.10.16	SWC Cellar Gases	9.96	BACS
Booker	12.10.16	SWC Cleaning Supplies	125.06	D/D
British Gas	06.10.16	SWC Gas 01.07.16 - 30.09.16	112.16	D/D
British Gas	14.10.16	Electricity Charges as below:	574.62	D/D
		SWC 02/09/16 - 01/10/16	£431.71	
		Welfare Park 29/08/16 - 28/09/16	£33.37	
		Welfare Grounds 02/08/16 - 01/09/16	£51.16	
		Sports Pavilion 25/08/16 - 11/09/16	£18.82	
		Memorial Park 29/08/16 - 28/09/16	£14.33	
		Cemetery 29/08/16 - 28/09/16	£25.23	
Cemetery Dev Services	11.10.16	Horden Cemetery Extension	3,000.00	312678
CDALC	31.10.16	Councillor / Chairman Training 20.09.16	250.00	BACS
CDALC	31.09.16	Finance Training 08.09.16 (2@£30)	60.00	BACS
Co-op Bank	03.10.16	FD Online & Bacs Charges	65.64	D/D
DTA	07.10.16	SWC Scorpion Larger	84.00	BACS
DCC	30.09.16	Repair to Scarifier	26.51	BACS
DCC	30.09.16	Repair & Replace Belt and Jockey Wheel on Rideon	148.14	BACS
DCC	30.09.16	Repair Bearing on Gangs Roller	51.00	BACS
DCC	30.09.16	Replace Glass Door on WP Tractor (Ins. Claim)	402.29	BACS
DCC	30.09.16	Re-grind Cylinder - Saxon+New Blades/Cylinder B/ing	258.97	BACS
DCC	04.10.16	Drive Belts and Repairs to Graden Machine	36.27	BACS
DCC	18.10.16	Café - Passenger Lift Repairs	200.76	BACS
DCC	19.10.16	SWC - Passenger Lift Service	62.16	BACS
DCC	25.10.16	Fit New Pulley and Belt - PO9698	50.00	BACS
DCC	25.10.16	Fit New Deck Belt and Wheel - PO9690	73.44	BACS
DCC	25.10.16	Various Machinery Repairs	231.81	BACS
DCC	25.10.16	Various Machinery Repairs	169.45	BACS
DCC	25.10.16	2.4mm Strimmer Line	66.00	BACS
Eurooffice	05.10.16	A4 Paper and Desktop Copyholder	42.21	BACS
Go2 Electrical Services	20.10.16	Supplied & Fit Emergency Lights - SWC/Grandstand	280.00	BACS
Homecare	24.10.16	Concrete Mix, Cement, Bolts, Masonary Drill	30.24	BACS
Horden Heritage Centre	30.10.16	Refreshments Spooky Spectacular Event	70.00	312684
Horns Garden Centre	30.09.16	Bonemeal, Fish Blood and Bone, 6 x Fertilister	79.93	BACS
IOS	20.20.16	Green Heavy Duty Refuse Sacks Blk 200 x 10 Pks	186.00	BACS
JRB Enterprises	17.10.16	28 Boxes of 2000 Poop Scoope Bags + Delivery	594.00	BACS
Lights 4 Fun	18.10.16	90 metres 900 Multi Coloured LED String Light Bulbs	320.00	312672
LWC	07.10.16	SWC Bar Supplies	1,245.63	D/D
MacDonald Martin	18.10.16	Service Fire Alarm & Emergency Lights - Cert 5540	90.00	BACS
MacDonald Martin	18.10.16	Service Fire Alarm & Emergency Lights - Cert 5542	90.00	BACS
MacDonald Martin	18.10.16	Service Fire Alarm & Emergency Lights - Cert 5539	90.00	BACS
MacDonald Martin	19.10.16	Service Fire Alarm & Emergency Lights - Cert 5541	90.00	BACS
Machine Mart	14.10.16	Socket Set, Foot Valve, Coupler, Hose Clips	73.14	BACS

Maxwells DIY	30.09.16	Welded link Chain		32.83	BACS
NEREO	13.10.16	NJC Pay Structure Review		4,177.20	312680
NEREO	25.10.16	Member/Officer Relationships Training 18/10/16		352.14	312680
NEREO	26.07.16	5 x Chairing Skills Course for Members - 29/06/16		420.00	312680
O'Brien	30.09.16	SWC Recycling Trade Waste		15.48	D/D
Paul Anderson	03.11.16	Scorebox Roof (Funded)		1320.00	312683
RTC Safety Surfaces	19.09.16	Resurface Play Areas in Welfare Park		11,962.80	312681
Select Telecom	30.09.16	Phone Lines, Calls and Internet		149.83	D/D
Speedy	04.10.16	Two Stroke Oil, Diamond Blade, cut off Saw		81.11	BACS
Trevor Jones	13.10.16	Café - Combi Boiler Repair		122.40	312682
Trevor Jones	27.09.16	Repair no hot water at S/Road Pavilion		60.00	312682
Veolia	18.10.16	CREDIT for 4 incorrectly validated lifts on 08/09/16		-52.80	
Veolia	30.09.16	Welfare Park Trade Waste		184.80	BACS
Vodafone	24.10.16	Mobile Phone Charges		54.43	D/D
<b>OTHER PAYMENTS - NO INVOICES</b>					
Northumbrian Water	29.09.16	Sports Pavilion Water (new rate down by £15.68)	monthly	11.45	D/D
Northumbrian Water	29.09.16	Café Water (Recharge)	quarterly	56.32	D/D
Northumbrian Water	29.09.16	SWC (New Monthly Charge down £3)	monthly	104.76	D/D
Northumbrian Water	29.09.16	Welfare Park (new rate down by £2.64)	monthly	132.22	D/D
Co-op Bank	13.10.16	Wages Week 28		5,138.94	D/D
Co-op Bank	20.10.16	Wages Week 29 & Back-Pay		9,947.17	D/D
Co-op Bank	27.10.16	Wages Week 30		4,893.43	D/D
Northumbrian Water	26.10.16	Cemetery Water (down from £121.30)	monthly	£21.20	D/D
Co-op Bank	03.11.16	Wages Week 31		£4,790.46	D/D
HM Revenue & Customs	03.11.16	PAYE wks 27-31		£8,556.99	312674
DCC Pension Fund	03.11.16	Superannuation wks 27-31		£6,797.99	312675
Durham County Council	03.11.16	Attachment of Earnings wks 27-31		£66.40	312676
HM Courts & Tribunals	03.11.16	Attachment of Earnings wks 27-31		£50.00	312677
<b>Invoice Total for October 2016</b>				<b>67,929.86</b>	