

HORDEN PARISH COUNCIL
Minutes of Meeting held 12th January 2017

Present: Councillor D Nicol (Chairman)
 Councillors R Bagnall, C Cain, J Clark, E Connor, D Langan, I Roberts, D Tait 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:

The Chairman opened the meeting and Members observed a Minutes Silence in memory of Councillor Mary Clark. Members expressed their sincere gratitude for Cllr Mary Clark's devotion and dedication in her role of Parish Councillor for 40 plus years.

HPC 16/17/111 **Apologies for Absence.**
RESOLVED: Apologies RECEIVED and approved for Councillors W Hill, G Robson, W Smith, J White.

HPC 16/17/112 **Declarations of Interest in Items on the Agenda.**
 Councillor E Connor declared a prejudicial interest on F&GP Item 9 (ii) Planning Applications.
 Councillor J Clark declared a prejudicial interest on F&GP Item 9 Planning Applications.

HPC 16/17/113 **Minutes of Horden Parish Council Meetings held 1st December 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 16/17/114 **Public Participation.**
 There were no members of the public present.

HPC 16/17/115 **Police Matters.**
 In the absence of Police presence, the Clerk reported on the following incidents between 1st December 2016 and 12th January 2017.

Recorded incidents in Horden	308
Burglary	20
Vehicle crime – theft of and from	14
Rowdy, Nuisance Behavior	28
Criminal Damage	14

RESOLVED: that the information given, be NOTED.

Meeting concluded at 6:24pm.

PARKS AND CEMETERY COMMITTEE
Minutes of Meeting held 12th January 2017

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

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

Apologies: W Hill, G Robson, W Smith, J White.

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

16/17/018

The report previously circulated covered the period from 21st November to 23rd December 2016.

RESOLVED: That Members gratitude for the excellent Christmas Tree display be conveyed to staff and the information be NOTED.

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

16/17/019

17.12.16 Incident Social Welfare Centre

The band reported two males going through the belongings of band members. Nothing appears to have been taken. The band were informed that the SWC Manager would be informed who would call the band on the 19th December to obtain any further information.

RESOLVED: That the information be NOTED.

P&C **Operation Spruce Up.**

16/17/020

The Clerk provided Members with an update.

RESOLVED: that the item be deferred to a later Meeting.

Meeting concluded at 6:38pm

FINANCE AND GENERAL PURPOSES COMMITTEE
Minutes of Meeting held 12th January 2017

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

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

Apologies: W Hill, G Robson, W Smith, J White.

F&GP **Parish Council Financial.**

16/17/029

a) Bank Balances as at 31/12/2016

The Deputy Clerk reported the bank balances as at 31/12/2016 being £810,915.67.

RESOLVED: that the information be NOTED.

b) Income and Expenditure Report to 30/11/2016

Members considered the report previously circulated. Members queried some overspend on budgets.

RESOLVED: that the information be NOTED.

c) Debtor Report.

Members considered the report previously circulated.

RESOLVED: that the information be NOTED.

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 December.

F&GP

16/17/030

Invoices for Payment.

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

F&GP

16/17/031

Members/Officers Allowances.

The Deputy Clerk advised she had received no claims.

F&GP

16/17/032

Financial Regulations Review.

A copy of which had been circulated to each Member.

RESOLVED: That the Financial Regulations be APPROVED with a view of further review in May 2017.

F&GP

16/17/033

Public Works Loan Board: Confirmation of Loan.

The Clerk advised Members the loan has now been credited to the Parish Council's Bank Account.

RESOLVED: to APPROVE the annuity and the information be NOTED.

F&GP

16/17/034

Land Purchase at Thorpe Road, Horden.

The Clerk advised Members of the current position.

RESOLVED: That the Clerk and the Finance and General Purposes Chairman be delegated authority to sign the contract once drawn up by the council's solicitor.

F&GP

16/17/035

Local Council Advisory Service Annual Seminar 2017, 2nd February 2017 at Shotton Hall.

RESOLVED: to APPROVE the attendance of the Clerk, Deputy Clerk, Parks and Cemetery Manager and Social Welfare Centre Manager.

F&GP

16/17/036

Horden Colliery Banners.

Members considered correspondence from Durham Miners' Association.

It was **RESOLVED:**

- i. The Clerk investigate and clarify Horden Parish Council's agreement of custodianship with Durham NUM.
- ii. That subject to any custodian agreement and the agreement of St Mary's Church Committee, St Mary's Church be granted custodianship of the St Mary's Banner.
- iii. To reimburse Durham Miners Association repair charge of £2,470.99 plus any additional transport costs for the return of the Harold Wilson Banner.
- iv. The Clerk obtain costs for a display cabinet.

**F&GP
16/17/037**

Planning Applications.

DM/16/03726/FPA – Change of use of care home to five, one bedroom flats with communal accommodation that includes care facilities. Alterations to the building, including extensions and alterations to the existing elevations at Mulberry House, Dene Street, Horden for the Bernicia Group Ltd.

Cllr E Connor left the Meeting at 7:40pm.

Councillor D Nicol took the Chair.

DM/16/03951/VOC – Removal of Condition 6 of planning permission CE/13/01093/FPA relating to an occupancy restriction at Land at Blackhills Road, Horden for Mr. J Graham.

RESOLVED: that no objections are made and the information be NOTED.

Meeting concluded at 7:50pm

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Councillors R Bagnall, C Cain, J Clark, E Connor, D Langan, D Nicol, I Roberts, D Tait and E Wood.

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

Apologies: W Hill, G Robson, W Smith, J White.

HPC **Casual Vacancy Horden South.**
16/17/116 The Clerk provided Members with an update.
RESOLVED: That the vacancy remain vacant until the May 2017 Elections.

HPC **Standing Orders.**
16/17/117 A copy of which had been circulated to each Member.
It was **RESOLVED:**
 i. To remove "40 above" from Standing Order 26c.
 ii. To include a clause for the removal of recording equipment during a Meeting adjournment.
 iii. That the Standing Orders be APPROVED with a view of further review in May 2017.

HPC **Scheme of Delegation.**
16/17/118 A copy of which had been circulated to each Member.
It was **RESOLVED:**
 i. To dissolve the Governance Sub-Committee after the Meeting of 17th January 2017.
 ii. That the Scheme of Delegation be APPROVED.

HPC **Members Code of Conduct.**
16/17/119 A copy of which had been circulated to each Member.
RESOLVED: To APPROVE the NALC Code of Conduct for Parish Councils.

HPC **Draft Public Service Ombudsman Bill.**
16/17/120 The Clerk updated Members on NALC's Policy Consultation.
RESOLVED: To respond to the consultation in support of the proposal and the information be NOTED.

Meeting concluded at 8:15pm

Horden Parish Council Invoices for Payment

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Pay Ref:
All Star	30.11.16	Fuel Charges	£93.18	D/D
All Star	14.12.16	Fuel Charges	£56.71	D/D
All Star	21.12.16	Fuel Charges	£44.17	D/D
All Star	04.01.16	Fuel Charges	£81.36	D/D
Angel Springs	30.11.16	SWC Water Cooler	£19.24	D/D
Angel Springs	31.12.16	SWC Water Cooler	£19.24	D/D
Arco	29.11.16	Canvas Airbag	£44.68	BACS
Arco	12.12.16	5X Trousers, 4X Caps	£100.92	BACS
Ashley Gases	13.12.16	SWC Cellar gases	£19.92	BACS
Ashley Gases	06.01.17	SWC cellar gases	£19.92	BACS
Black Box	09.12.16	Maintenance Charge (CCTV)	£90.00	BACS
BOC	30.11.16	CO2 Monitor	£34.56	D/D
BOC	31.12.16	CO2 Monitor	£34.56	D/D
British Gas	07.12.16	Electricity Charges as below:	£654.97	D/D
		SWC 02/11/16 - 01/12/16	£505.15	
		Welfare Park 29/10/16 - 28/11/16	£32.87	
		Welfare Ground 01/11/16 - 01/12/16	£29.00	
		Sports Pavilion 02/11/16 - 28/11/16	£7.68	
		Memorial Park 29/10/16 - 28/11/16	£17.83	
		Cemetery 29/10/16 - 28/11/16	£62.44	
British Gas	07.12.16	Electricity Works Building/Café 02/09/16 - 01/12/16	£329.94	312711
British Gas	19.12.16	SWC Gas 01/04/16 - 30/06/16	£348.36	D/D
British Gas	19.12.16	SWC Gas 01/07/16 - 30/09/16	£362.56	D/D
British Gas	04.01.17	SWC Gas 01/10/16 - 31/12/16	£3,144.48	D/D
Co-op Bank	01.11.16	BACS Charges	£60.26	D/D
DCC	03.01.17	Attend site to investigate leaking heating pipe in cellar	£57.76	BACS
DTA	16.12.16	SWC Scorpion Lager	£168.00	BACS
DTA	06.01.17	SWC Bar supplies	£168.00	BACS
Elveden	07.12.16	Nordmann Fir Tree (Christmas Tree)	£690.00	312708
Harbro	05.12.16	3x 16w lamp	£5.33	BACS
Homecare	22.12.16	DIY Goods	£87.16	BACS
Horns Garden Centre	30.11.16	3x Silver Birch, Cherry Tree, 8x Round Posts, 2x Compost	£137.94	BACS
Horns Garden Centre	30.11.16	Hire of HI-AB	£100.00	BACS
Innerglass	04.12.17	SWC cleaning supplies	£125.14	BACS
IOS	30.11.16	Memo Pads, Paper, Pens, Second class stamps	£70.90	BACS
ITC	30.11.16	Remote Backup	£30.00	D/D
ITC	31.12.16	Remote Backup	£30.00	D/D
LWC	02.12.16	SWC Bar Supplies	£325.66	D/D
LWC	16.12.16	SWC Bar Supplies	£791.97	D/D
LWC	06.01.17	SWC Bar supplies	£244.60	D/D
Machine Mart	24.11.16	Wheelbarrow, Screw bit set, Ratchet Straps.	£87.55	BACS
Maxwells DIY	30.11.16	4x Halogen bulb, black paint, Paintbrush & handle	£37.93	BACS
Nordstrom	30.11.16	Treated Wood	£118.32	BACS
O'Briens	30.11.16	SWC Trade Waste	£15.48	D/D
O'Briens	31.12.16	SWC Trade Waste	£15.48	D/D
Screwfix	25.11.16	Safety Boots	£34.99	BACS
Screwfix	25.11.16	Combi Drill, Screws	£99.99	BACS
Select Telecom	30.11.16	Phone Lines, Calls and Internet	£151.79	D/D
Trevor Jones	16.12.16	Park House toilet leak repair	£86.40	312709
Treasured Memories	30.11.16	Memorial Wall Plaque	£81.72	BACS
Veolia	30.11.16	Trade Waste Welfare Park November 2016	£79.20	BACS
Veolia	31.12.16	Trade Waste Welfare Park December 2016	£132.00	BACS
Vodafone	22.12.16	Mobile Phones	£54.72	D/D
OTHER PAYMENTS - NO INVOICES				

Co-op Bank	08.12.16	Wages Week 36		£4,751.25	D/D
Co-op Bank	15.12.16	Wages Week 37		£4,902.70	D/D
Co-op Bank	22.12.16	Wages Week 38		£4,918.50	D/D
Co-op Bank	29.12.16	Wages Week 39		£4,737.90	D/D
Co-op Bank	05.01.17	Wages Week 40		£4,737.90	D/D
Co-op Bank	12.01.17	Wages Week 41		£4,804.06	D/D
DCC Pension Fund	09.01.17	Superannuation weeks 36-41		£6,700.25	312704
DVLA	05.01.17	Vehicle Tax YB08 RCX		£230.00	312706
HMRC	09.01.17	PAYE weeks 36-41		£7,022.94	312705
HM Courts & Tribunals	09.01.17	Attachment of Earnings weeks 36-41		£60.00	312703
ICO	30.12.16	Data protection renewal		£35.00	312707
Durham County Council	09.01.17	Attachment of Earnings weeks 36-41		£54.12	312702
Northumbrian Water	31.12.16	Café Water 01/10/16 - 31/12/16 (recharge)		£133.62	D/D
Northumbrian Water	31.12.16	Welfare Park water monthly (up from £132.22)	Monthly	£137.52	D/D
Northumbrian Water	31.12.16	Sports Pavilion water monthly (down from £11.45)	Monthly	£6.27	D/D
Northumbrian Water	31.12.16	SWC water monthly (up from £104.00)	Monthly	£254.94	D/D
		Invoice Total for December 2016		£53,074.03	