

**HORDEN PARISH COUNCIL**  
**Minutes of Meeting held 4<sup>th</sup> July 2017**

**Present:** Councillor I Roberts (Chairman)  
 Councillors R Bagnall, C Cain, E Connor, D Langan, F Leadbitter, I Mclean, W Morrow, J Robinson, D Tait, L Williams.

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

**HPC** **Apologies for Absence.**  
**17/18/056** **RESOLVED:** Apologies RECEIVED and approved for Councillor J Clark, W Smith, E Wood.

**HPC** **Declarations of Interest.**  
**17/18/057** There were no declarations of interest.

**HPC** **Review of the Council's Scheme of Delegation.**  
**17/18/058** A copy of which had been circulated to each Member.  
 It was **RESOLVED** to APPROVE the Scheme of Delegation subject to the following amendments:

- i. The total number of Councillors in the Budget Sub-Committee shall be set at 8.
- ii. The total number of Councillors in the Personnel Sub-Committee shall be set at 8.
- iii. The total number of Councillors in the Appeals Committee shall be set at 4.
- iv. The total number of Councillors in the Performance Management Framework Sub-Committee shall be set at 4.
- v. To amend the Performance Management Framework Sub-Committee Terms of Reference points I. to "to monitor, review the councils approved Performance Management Framework on a 2 monthly basis in respect of the Clerk".
- vi. To amend the Performance Management Framework Sub-Committee Terms of Reference points III. to "Developing the best approach in conjunction with the Clerk to achieve agreed outcomes".

**HPC** **Election of Members to the Council's Committees and Sub-Committees**  
**17/18/059**

- i. **Finance and General Purposes Committee.**  
**RESOLVED:** All Members of the Council.
- ii. **Parks and Cemetery Committee.**  
**RESOLVED:** All Members of the Council.
- iii. **Horden Recreation Ground.**  
**RESOLVED:** All Members of the Council, as the Parish Council is the sole trustee.
- iv. **Budget Sub-Committee.**  
**RESOLVED:** To elect Cllrs I Roberts, E Connor, I Mclean, L Williams, F Leadbitter, R Bagnall (2 vacant).
- v. **Personnel Sub-Committee.**  
**RESOLVED:** To elect Cllrs J Robinson, E Connor, F Leadbitter, D Langan, L Williams, I Roberts, I Mclean (1 vacant).
- vi. **Appeals Committee.**  
**RESOLVED:** To elect Cllrs R Bagnall, D Tait, W Morrow (1 vacant).
- vii. **Performance Management Framework Sub-Committee.**  
**RESOLVED:** To elect Cllrs E Connor, R Bagnall, F Leadbitter and I Roberts.

**HPC** **Election of Members on Outside Bodies.**  
**17/18/060**

- i. **Easington Area Parish and Town Councils.**  
 Nomination were received for Councillors E Connor and D Langan.  
**RESOLVED:** That Cllrs E Connor and D Langan be elected.
- ii. **Horden Youth and Community Centre.**  
 A nomination was received for Councillor L Williams.  
**RESOLVED:** That Councillor L Williams be elected.
- iii. **Horden Regeneration Partnership.**  
 A nomination was received for Councillor D Tait.  
**RESOLVED:** That Councillor D Tait be elected.
- iv. **Heritage Coast.**  
 A nomination was received for Councillor E Connor.  
**RESOLVED:** That Councillor E Connor be elected.

**HPC** **Review of Members Code of Conduct.**

**17/18/061** A copy of which had been circulated to each Member.  
**RESOLVED:** To APPROVE Members Code of Conduct.

**HPC** **Review of Standing Orders.**

**17/18/062** A copy of which had been circulated to each Member.  
**RESOLVED:** To APPROVE Standing Orders subject to the following amendment;  
i. Pg 24 (iv) (b) "The Personnel Sub-Committee shall select a short list from such qualified applicants".

**HPC** **Review of Financial Regulations.**

**17/18/063** A copy of which had been circulated to each Member.  
**RESOLVED:** To APPROVE Financial Regulations.

**HPC** **Review of Contract Standing Orders.**

**17/18/064** A copy of which had been circulated to each Member. After a lengthy discussion it was **RESOLVED:**  
i. That subject to necessary safeguards being in place; the Financial Thresholds be APPROVED.  
ii. To amend the Exemption Application Form to include Chairman's Signature and Minute Reference.  
iii. That subject to the amendments the Contracts and Procurement Standing Orders be APPROVED.

*Meeting concluded at 9:08pm*