

**HORDEN PARISH COUNCIL**  
**Minutes of Meeting held 18<sup>th</sup> January 2018**

- Present:** Councillor I Roberts (Chairman)  
 Councillors R Bagnall, C Cain, J Clark, E Connor, D Langan, F Leadbitter, A Lodge, W Morrow, D Tait, L Williams.
- Staff:** Miss G Rowe (Deputy Clerk).
- HPC 17/18/165** **Apologies for Absence.**  
**RESOLVED:** Apologies RECEIVED and APPROVED for Councillor I Mclean, W Smith, E Wood.
- HPC 17/18/166** **Declarations of Interest.**  
 There were no declarations of interest.
- HPC 17/18/167** **Minutes of the Horden Parish Council Meeting held 11<sup>th</sup> January 2018.**  
 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 17/18/168** **Budget Setting Report 2018/19.**  
 The report referenced agenda items HPC 17/18/169, 170 and 171. Councillor E Connor wished it to be noted that she was dismayed that two apprenticeships have not been factored into the 2018/19 Budget.
- HPC 17/18/169** **Fee Setting 2018/19.**  
 Members considered the draft fees previously circulated.  
**RESOLVED** to APPROVE the 2018/19 Fee Summary and Cemetery Fees.
- HPC 17/18/170** **Strategic Plan 2017-2021.**  
 Members considered the Strategic Plan previously circulated.  
**RESOLVED** to APPROVE the Strategic Plan subject to the following additions:  
 (i) To include £5,000 for a Clocking in System, as high priority for 2018, from the Major Schemes Budget - *Cllr E Connor voted against.*  
 (ii) To include £2,000 for H.R. Provision, as a high priority, from the Major Schemes Budget.
- HPC 17/18/171** **Draft Budget/Precept 2018/19.**  
 Members considered the draft budget options previously circulated. Members were mindful of the balance at continuing to deliver the day-to-day operation of council services, loss of revenue streams and the need to minimise precept increases.  
 It was **RESOLVED:**  
 (i) Budget Option 1 be APPROVED.  
 (ii) The 2018/19 Precept be APPROVED at £485,861.
- HPC 17/18/172** **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.
- HPC 17/18/173** **Internal Audit TOIL Report.**  
 Members discussed the Internal Auditors Report at great length. In the absence of the Internal Auditor, Members raised questions relating to the content of the report, for which they requested a response from the Internal Auditor.  
**RESOLVED:**  
 (i) To honour the Parks and Cemetery Manager's historical TOIL Claim for 86 hours, as re-calculated by the Internal Auditor, in time, which should be taken before 31<sup>st</sup> March 2018 and in line with the current Authorised Leave Policy.  
 (ii) To convene a Personnel Sub-Committee Meeting 31<sup>st</sup> January 2018 to review the working practices of each department, starting with the Social Welfare Centre, as a priority.
- HPC 17/18/174** **Recommendation of the Personnel Sub-Committee Meeting held 4<sup>th</sup> December 2017.**  
 A copy of which had been circulated to each Member. Members considered the Recommendation made by the Personnel Sub-Committee.  
**RESOLVED:** To APPROVE Recommendation PSC 17/18/016.

**HPC** **Recommendations of the Personnel Sub-Committee Meeting held 13<sup>th</sup> December 2017.**

**17/18/175** A copy of which had been circulated to each Member. Members considered the Recommendations made by the Personnel Sub-Committee.

It was **RESOLVED:**

- (i)** To APPROVE Recommendation PSC 17/18/020 (i).
- (ii)** Subject to the removal of 'and the Chairman' PSC 17/18/020 (ii) be APPROVED.
- (iii)** PSC 17/18/020 (iii) is not approved.

*Meeting concluded at 9:29pm*