

HORDEN PARISH COUNCIL
Minutes of Meeting held 8th March 2018

Present: Councillor I Roberts (Chairman)
Councillors J Clark, E Connor, D Langan, F Leadbitter, I Mclean, W Morrow, J Robinson, W Smith, D Tait, L Williams.

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

HPC 17/18/187 **Apologies for Absence.**
RESOLVED: Apologies RECEIVED and APPROVED for Councillors C Cain, A Lodge, E Wood.

HPC 17/18/188 **Declarations of Interest.**
There were no declarations of interest.

HPC 17/18/189 **Minutes of the Horden Parish Council Meeting held 1st February 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 17/18/190 **Matters Arising.**
A copy of which had been circulated to each Member.
RESOLVED: That the information be NOTED.

HPC 17/18/191 **Police Report.**
The Chairman welcomed PCSOs V Gill and S Bowman to the Meeting who reported on the total number of 324 incidents in Horden from 01/02/2018 to 08/03/2018 consisting of:
Anti Social Behaviour – 52
Theft of Motor Vehicle – 1, Theft From – 7, Vehicle damage – 6.
Burglary – 12.
Criminal damage – 21.
5 cars seized and 3 off-road bikes seized operation relentless.

Members raised their concerns over the recent arson attacks and assaults and questioned the PCSOs about Police enquiries.

RESOLVED: That the information be NOTED.

At 6:41pm PCSOs Gill and Bowman left the Meeting.

At 6:42pm Mr C Muir, Parks and Cemetery Manager entered the Meeting.

HPC 17/18/192 **Parks and Cemetery Manager's Report.**
The report circulated covered the period 28th January to 18th February 2018. Members asked the Parks and Cemetery Manager questions relating to his report. Members requested that the winter maintenance arrangements and salt bin locations are considered in more detail at a future meeting.
RESOLVED: the information be NOTED.

At 6:53pm Mr C Muir, Parks and Cemetery Manager left the Meeting.

At 6:54pm Mr A Atchinson, Social Welfare Centre Manager entered the Meeting.

HPC 17/18/193 **Social Welfare Centre Manager's Report.**
Members discussed the content of the report which had been circulated to each Member. Members asked the SWC Manager questions relating to his report. The SWC Manager advised Members of his concern regarding the proposed room hire price increases.
It was **RESOLVED:**
i. That Slimming World room hire remain at £52 per session and the customer be provided with a breakdown of discount offered on the hourly rate.
ii. That Weight Watchers are charged at the appropriate hourly rate.
iii. That the Day Rate remain at £50 + VAT.
iv. That the information be NOTED.

At 7:07pm Mr A Atchinson, Social Welfare Centre Manager left the Meeting.

HPC 17/18/194 **Internal Audit Terms of Reference 2017.**
A copy of which had been circulated to each Member.
RESOLVED: that the Internal Audit Terms of Reference 2017 be APPROVED.

The Meeting was adjourned at 7:38pm

The Meeting re-opened at 7:44pm

HPC **Internal Audit Review 2017.**

17/18/195 A copy of which had been circulated to each Member.

It was **RESOLVED:**

- i. That the Internal Audit Review 2017 be APPROVED.
- ii. That consequent to the areas of development; a new Internal Auditor for the 2018/19 Financial Year is appointed.

HPC **Financial Risk Assessment 2017.**

17/18/196 A copy of which had been circulated to each Member.

It was **RESOLVED:**

- i. That the Financial Risk Assessment 2017 be APPROVED.
- ii. That the Clerk confirm the application criteria for DBS Checks with NEREO and progress Member and staff checks.

HPC **Corporate Risk Review 2017.**

17/18/197 A copy of which had been circulated to each Member.

It was **RESOLVED:**

- i. To reduce the Risk Rating for Number 1 – External financial pressures result in high precept increases or service reduction/cessation – from A2 to C2.
- ii. To reduce the Risk Rating for Number 3 – The parish council's role as a charity trustee leads to a conflict of interest which may breach charity and/or local government law leading to sanctions being imposed – from A2 to C2.
- iii. That subject to the amendments the Corporate Risk Review 2017 be APPROVED.

Cllr Langan wished it to be noted that he was very concerned about the critical risks identified and lack of action taken.

HPC **Annual Governance Statement 2017/18.**

17/18/198 A copy of which had been circulated to each Member.

RESOLVED: that the Annual Governance Statement 2017/18 be APPROVED.

Cllrs D Langan and W Smith voted against the agreement of Item 5.

The Members voting to approve the Annual Governance Statement agreed that appropriate steps had been taken to manage risks, throughout the financial year, with quarterly risk assessment reviews, internal audits and appropriate insurance cover.

HPC **CDALC Future Events.**

17/18/199 Members considered attendance.

It was **RESOLVED:**

- i. That the Clerk attend the free of charge session Bullying and Harrassment.
- ii. That Cllr Leadbitter attend the free of charge North East Regional Event – Allotments.

HPC **Member Reports Appointed to Outside Bodies.**

17/18/200 There were no reports provided.

HPC **Exclusion of Press and Public.**

17/18/201 **RESOLVED:** that in accordance with Section 1.(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 **Staff Resignation.**

17/18/202 **RESOLVED:** The letter of resignation, details of which were provided to Members, be RECEIVED and NOTED.

HPC **SWC Cleaner Vacancy.**

17/18/203 Members considered the details of the Post.

RESOLVED: To proceed with the recruitment of the permanent six-hour post in accordance with the Personnel Sub Committee's delegated authority.

Meeting concluded at 9:03pm