

HORDEN PARISH COUNCIL
Minutes of Meeting held 10th January 2019

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

Staff: Mr K Wilkinson (Clerk to the Council), Miss G Rowe (Deputy Clerk/RFO).

HPC **Apologies for Absence.**

18/19/150 **RESOLVED:** Apologies RECEIVED and APPROVED for Councillors W Smith, E Wood.

HPC **Declarations of Interest.**

18/19/151 There were no declarations of interest.

HPC **Minutes of the Horden Parish Council Meetings held 6th December 2018.**

18/19/152 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 **Matters Arising.**

18/19/153 A copy of which had been circulated to each Member.

RESOLVED: That the information be NOTED.

HPC **Police Report.**

18/19/154 There were no Police present to provide a report.

At 6:06pm the Parks and Cemetery Manager entered the Meeting.

HPC **Parks and Cemetery Manager's Report.**

18/19/155 The report circulated covered the period 1st December 2018 to 6th January 2019. Members asked the Parks and Cemetery Manager questions in relation to his report. The Deputy Clerk/RFO advised Members that she was arranging a meeting with the Cemetery Capital Works Project Manager for an update on addressing the snagging issues and would be subsequently convening a Cemetery Development Committee Meeting where the planting scheme can also be reviewed.

RESOLVED: That the information be NOTED.

At 6:12pm the Parks and Cemetery Manager left the Meeting.

HPC **Social Welfare Centre Report.**

18/19/156 Members discussed the content of the report, which had been circulated to each Member.

It was **RESOLVED:**

- i. To APPROVE free use of the Social Welfare Centre for Horden Colliery Residents Association Meetings.
- ii. That the information be NOTED.

HPC **Disband of Committees.**

18/19/157 Members considered the current committee structure.

RESOLVED: To disband both the Performance Management Framework and Budget Sub-Committee.

HPC **Revised Durham Local Councils Charter.**

18/19/158 Members considered comment on the review of the Local Councils Charter.

RESOLVED: That no comment is made and the information be NOTED.

HPC **NHS Durham Dales, Easington and Sedgfield Access to Primary Care Services Consultation.**

18/19/159 Members considered input to the consultation exercise.

RESOLVED: That the information be NOTED with individual Councillors having the opportunity to respond should they wish.

HPC **Remembrance Sunday Advisory Committee.**

18/19/160 Members considered the new draft Terms of Reference.

It was **RESOLVED:**

- i. That the military aspect of Remembrance Sunday is managed by a separate group, not the Parish Council, with minutes supplied to the Council for review.
- ii. To include overseeing all events of the Parish Council in the Social Welfare Centre Committee Terms of Reference.

HPC **Members Appointed to Outside Bodies.**
18/19/161 There were no updates.

Meeting concluded at 7:07pm

HORDEN PARISH COUNCIL
PARKS AND CEMETERY COMMITTEE
Minutes of Meeting held 10th January 2019

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

Staff: Mr K Wilkinson (Clerk to the Council), Miss G Rowe (Deputy Clerk/RFO).

P&C **Apologies for Absence.**

18/19/044 **RESOLVED:** Apologies RECEIVED and APPROVED for Councillors W Smith, E Wood.

P&C **Declarations of Interest.**

18/19/045 There were no declarations of interest.

P&C **Minutes of the Parks and Cemetery Committee Meeting held 6th December 2018.**

18/19/046 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.

Meeting concluded at 7:16pm

HORDEN PARISH COUNCIL
FINANCE AND GENERAL PURPOSES COMMITTEE
Minutes of Meeting held 10th January 2019

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

Staff: Mr K Wilkinson (Clerk to the Council), Miss G Rowe (Deputy Clerk/RFO).

F&GP **Apologies for Absence.**

18/19/111 **RESOLVED:** Apologies RECEIVED and APPROVED for Councillors W Smith, E Wood.

F&GP **Declarations of Interest.**

18/19/112 There were no declarations of interest.

F&GP **Minutes of the Finance and General Purposes Committee Meeting held 6th December 2018.**

18/19/113 A copy of which had been circulated to each Member.

RESOLVED: Subject to removing Cllr W Morrow as present the Minutes be confirmed as a true record and signed by the Chairman.

F&GP **Parish Council Financial;**

18/19/114 **a) Bank Balances, General/Earmarked Reserve and Cash Flow Forecast as at 31/12/2018.**

The Deputy Clerk/RFO reported the bank balances as at 31/12/2018 being £270,532.59.

The Deputy Clerk/RFO reported the Estimated General/Earmarked Reserve Balances being £124,795 resulting in an estimated Cash Flow of £145,737.

RESOLVED: That the information be NOTED.

b) Income and Expenditure Report to 30/11/2018.

Members noted the current levels of income and expenditure and considered the RFO's Budget Monitoring Report with detailed budget overspends.

RESOLVED: That the information be NOTED.

c) Debtor Report.

Members considered the report.

RESOLVED: That the information be NOTED.

d) Cash Cheques.

No cash cheques requested.

e) Bank Transfer.

The Deputy Clerk/RFO advised there was no bank transfer for December 2018.

F&GP **Invoices for endorsement for payment.**

18/19/115 **RESOLVED:** to ENDORSE payment for the attached schedule of Invoices.

F&GP **Members/Officers Allowances.**

18/19/116 The Deputy Clerk/RFO advised she had the following claim:

Participation Allowance for Cllr C Cain for £571.93.

RESOLVED: To APPROVE payment.

F&GP **Section 137 2019/20 Sum.**

18/19/117 Members noted the 2019/20 figure of £8.12 per elector.

RESOLVED: That the information be NOTED.

F&GP **Armed Forces Day.**

18/19/118 Members considered the arrangement of a community event and an associated application for funding.

RESOLVED: That the information be NOTED.

F&GP **Planning Applications.**

18/19/119 There were no planning applications to consider.

Meeting concluded at 7:28pm

Hornden Parish Council Invoices for Payment

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Pay Ref:
Angel Springs Limited	30.11.18	SWC Water Cooler	£19.24	D/D
Ashley Gases Limited	10.12.18	CO2 Gas	£57.24	BACS

Banner Group Limited	30.11.18	SWC Stationery	£63.40	BACS
Biffa Waste Services Limited	30.11.18	SWC Recycle Trade Waste	£18.05	D/D
B&M Stocktakers	11.12.18	Stocktaking for SWC Bar to 10/12/18	£80.00	BACS
B&M Stocktakers	03.01.19	Stocktaking for SWC Bar to 02/01/19	£65.00	BACS
Black Box Security Systems	19.12.18	SWC CCTV Maintenance Charge 31.01.19 - 30.01.20	£92.22	BACS
BOC Limited	30.11.18	CO2 Monitor	£37.02	D/D
BOC Limited	31.12.18	CO2 Monitor	£37.02	D/D
Clear Channel UK Limited	04.12.18	Copy of Remembrance Sunday Advert	£36.00	BACS
Co-operative Bank	03.12.18	FD Online/BACS Payments	£64.80	D/D
Co-operative Bank	02.01.19	FD Online/BACS Payments	£58.44	D/D
County Durham Assoc Councils	19.12.18	Finance/Budget Training x 7	£210.00	BACS
Data Protection Fee	30.12.18	Data Protection Fee	£35.00	D/D
DTA	30.11.18	Scorpion Lager	£91.68	BACS
DTA	14.12.18	Scorpion Lager	£91.68	BACS
Durham County Council	10.12.18	Call Out due to SWC Boilers Not Working	£84.96	BACS
Elveden Estate and Farms	30.11.18	23ft Spruce Christmas Tree	£937.20	313081
Gazprom Energy	05.12.18	SWC Gas 01/11/18-29/11/18	£838.59	D/D
Homecare DIY	02.01.19	Tie Wraps/Gafa Tape/Keys Cut	£18.99	BACS
ITC Service Limited	30.11.18	Office 365 Essentials Mailbox 27/11/18-26/12/18	£54.24	D/D
Lights 4 Fun	04.12.18	3 x 50 Multi Coloured LED Outdoor Lights	£48.00	BACS
LWC Drinks Limited	30.11.18	SWC Bar Supplies	£242.24	D/D
LWC Drinks Limited	14.12.18	SWC Bar Supplies	£404.49	D/D
Maxwells DIY	26.11.18	2 x Corner Braces, 1 x Hammer Fixing	£3.59	BACS
M&M Theatrical Productions	20.12.18	SWC Pantomine 28/01/19	£1,830.00	313082
M&M Theatrical Productions	20.12.18	SWC Pantomine 29/01/19	£1,830.00	313082
Select Telecom Limited	30.11.18	Telephone calls, lines & internet	£103.09	D/D
Shoreline Fire & Security Limited	20.12.18	Serive Intruder Alarm Memorial Park Works Building	£96.00	BACS
SSE/SWALEC	12.12.18	Cemetery Electricity 01/11/18-11/12/18	£178.92	D/D
The Fuelcard Company	09.12.18	Fuel Chrages	£62.40	D/D
Vodafone	24.12.18	Mobile Phones	£94.59	D/D
OTHER PAYMENTS				
Co-op Bank	06.12.18	Wages Week 35	£4,672.61	D/D
Co-op Bank	13.12.18	Wages Week 36	£4,817.78	D/D
Co-op Bank	20.12.18	Wages Week 37	£4,722.17	D/D
Co-op Bank	27.12.18	Wages Week 38	£4,512.39	D/D
Co-op Bank	03.01.19	Wages Week 39	£4,547.20	D/D
Co-op Bank	04.01.19	Bank Sweep Fee	£30.00	D/D
NWG	21.12.18	Cemetery Water Monthly Standing Charge	£72.00	D/D
HMRC	03.01.19	PAYE wks 35-39	£5,343.06	313079
Durham County Council	03.01.19	Attachment of Earnings wks 35-39	£42.30	313076
DCC Pensions	03.01.19	Superannuation wks 35-39	£5,843.59	313080
HMCS	03.01.19	Attachment of Earnings wks 35-39	£50.00	313077 313078
Horde n Parish Council December 2018 TOTAL			£42,537.19	