

**HORDEN PARISH COUNCIL**  
**Minutes of Meeting held 3<sup>rd</sup> October 2019**

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

**Staff:** K Wilkinson (Clerk to the Council), G Rowe (Deputy Clerk/RFO), C Muir (Parks and Cemetery Manager).

**Also**

**Present:** Two Members of the Public.

**HPC** **Public Participation.**

**19/20/071** A resident presented the Council with a request for a reduction in speed limits from 30mph to 20mph on all roads outside of Horden schools. The resident was aware this was under Durham County Council's remit but requested the support of the Council. Members supported the sentiment and assured they would forward the request to Durham County Council.

*At 6:05pm one member of the public left the Meeting.*

**HPC** **Apologies for Absence.**

**19/20/072** **RESOLVED:** Apologies RECEIVED and APPROVED for Councillors I Mclean, W Smith, D Tait.

**HPC** **Declarations of Interest.**

**19/20/073** There were no declarations of interest.

**HPC** **Minutes of the Horden Parish Council Meeting held 5<sup>th</sup> September 2019.**

**19/20/074** 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.**

**19/20/075** A copy of which had been circulated to each Member.

**RESOLVED:** That the information be NOTED.

**HPC** **Police Report.**

**19/20/076** There was no report presented by the Police to consider. The Clerk advised Members that he had spoken with the Community Inspector to try and arrange a suitable date to hold a meeting, however, she would only be available to attend throughout the day and not an evening.

**RESOLVED:** That the Clerk contact Members with an appropriate date to meet with the Community Inspector.

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

**19/20/077** The report circulated covered the period of September 2019. Members asked the Parks and Cemetery Manager questions in relation to his report. Members discussed the cemetery extension project in detail.

**RESOLVED:** To contact the Project Manager to request a reclaim of cost of topsoil and labour, required to backfill landscaping at the cemetery, from the Contractors Retention sum.

*At 6:16pm the Parks and Cemetery Manager left the Meeting.*

**HPC** **Outside Bodies, East Durham Association of Parish and Town Councils Vacancy.**

**19/20/078** **RESOLVED:** To nominate Cllr E Connor.

**HPC** **Members Appointed to Outside Bodies.**

**19/20/079** There were no updates.

**HPC** **Five Year Medium Term Financial Strategy.**

**19/20/080** Members considered the RFO's Report and discussed cost saving exercises at length.

It was **RESOLVED:**

- (i) To seek further advice on the sale of Horden Recreation Ground Charity Assets.
- (ii) To draw up a proposal and plan for a reduction of flower tubs, beds and hanging baskets.
- (iii) To carry out an exercise with users of the park to establish capacity and use.
- (iv) To prepare a further public consultation and survey based on actual spend for each facility.
- (v) To prepare and present the above findings back to Council for consideration.
- (vi) To find a suitable date for a meeting to discuss the strategy in detail.

*Meeting concluded at 6:29pm*

**HORDEN PARISH COUNCIL**  
**PARKS AND CEMETERY COMMITTEE**  
**Minutes of Meeting held 3<sup>rd</sup> October 2019**

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

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

**P&C** **Apologies for Absence.**

**19/20/028** **RESOLVED:** Apologies RECEIVED and APPROVED for Councillors I Mclean, W Smith, D Tait.

**P&C** **Declarations of Interest.**

**19/20/029** There were no declarations of interest.

**P&C** **Minutes of the Parks and Cemetery Committee Meetings held 3<sup>rd</sup> and 5<sup>th</sup> September 2019.**

**19/20/030** 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.

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

**19/20/031** There were no reports to consider.

*Meeting concluded at 6:34pm*

**HORDEN PARISH COUNCIL**  
**FINANCE AND GENERAL PURPOSES COMMITTEE**  
**Minutes of Meeting held 3<sup>rd</sup> October 2019**

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

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

**F&GP** **Apologies for Absence.**

**19/20/034** **RESOLVED:** Apologies RECEIVED and APPROVED for Councillors I Mclean, W Smith, D Tait.

**F&GP** **Declarations of Interest.**

**19/20/035** There were no declarations of interest.

**F&GP** **Minutes of the Finance and General Purposes Committee Meeting held 5<sup>th</sup> September 2019.**

**19/20/036** 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.

**F&GP** **Parish Council Financial:**

**19/20/037** **i. Bank Balances, General/Earmarked Reserve and Cash Flow Forecast as at 30/09/2019.**

The Deputy Clerk/RFO reported the bank balances as at 30/09/2019 being £530,892.03.

The Deputy Clerk/RFO reported the Estimated General/Earmarked Reserve Balances being £232,805; resulting in an estimated Cash Flow of £298,087.03.

**RESOLVED:** That the information be NOTED.

**ii. Bank Reconciliations as at 31/08/2019.**

A copy of which had been circulated to each Member.

**RESOLVED:** That the information be NOTED.

**iii. Income and Expenditure Report to 31/08/2019.**

Members noted the current levels of income and expenditure.

**RESOLVED:** That the information be NOTED.

**iv. Debtor Report.**

Members considered the report.

**RESOLVED:** That the Clerk contact the Solicitor to request an update on Peterlee Town Council's outstanding debt for the next meeting of Council and the information be NOTED.

**v. Cash Cheques.**

The RFO requested £300 cash cheque for Petty Cash.

**RESOLVED:** To APPROVE payment.

**vi. Bank Transfers – September 2019.**

The Deputy Clerk/RFO advised there were no bank transfers for September 2019.

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

**19/20/038** **RESOLVED:** to ENDORSE payment for the attached schedule of Invoices.

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

**19/20/039** The Deputy Clerk/RFO advised she had received no claims.

**F&GP** **Planning Applications.**

**19/20/040** There were no applications to consider.

*Meeting concluded at 6:48pm*

**Hornden Parish Council Invoices for Payment**

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Pay Ref:
Angel Springs	31.08.19	SWC Water Cooler	£20.26	D/D
Arco	26.09.19	Staff clothing and footwear	£232.78	BACS
Arco	26.09.19	Staff Clothing	£26.98	BACS
Arco	26.09.19	Staff clothing and footwear	£181.81	BACS
Arco	26.09.19	Staff clothing	£18.72	BACS
Arco	25.09.19	Staff clothing and footwear	£81.40	BACS
Arco	25.09.19	Staff clothing	£198.19	BACS
Arco	27.09.19	Staff Clothing	£184.79	BACS
Arco	30.09.19	Staff Clothing	£74.68	BACS

Ashley Gases	23.09.19	6 bottles of co2	£81.36	BACS
Ashley Gases	23.09.19	CREDIT - 2 c02/2 n2c02	-£57.12	BACS
B&M Stocktake	18.09.19	SWC bar stocktake	£80.00	BACS
Banner	15.09.19	Two cash boxes and blue roll	£18.03	BACS
Banner	18.09.19	Two boxes of sterile wipes	£7.22	BACS
Banner	19.09.19	Hand towels, two boxes of paper	£63.70	BACS
BCE Northern Ltd	13.09.19	Final payment Cem extension (less Retention).	£1,641.87	313195
Booker Wholesale	12.09.19	Bar/Kitchen Supplies	£453.28	D/D
Booker Wholesale	17.09.19	Bar Supplies	£394.99	D/D
Booker Wholesale	24.09.19	Bar Supplies	£495.20	D/D
Booker Wholesale	24.09.19	Bar supplies	£148.25	D/D
Booker Wholesale	02.10.19	Bar supplies	£840.71	D/D
Chris Mason	24.08.19	Door supervisor for SWC function	£60.00	BACS
Chris Mason	15.09.19	Door supervisor for SWC function	£60.00	BACS
Co-op Bank	02.09.19	FD Online/BACS Charges	£63.54	D/D
Cups Direct	13.09.19	Re-usable cups.	£122.16	BACS
Durham County Council	23.09.19	Replaced damaged burner/plate SWC Boiler	£952.84	313192
Durham County Council	23.09.19	Annual SWC boiler and gas service	£391.68	313192
ES Systems	01.09.19	Office 365 Monthly Subscription	£18.24	D/D
ES Systems	01.10.19	Office 365 Monthly Subscription	£18.24	D/D
Gazprom	05.09.19	SWC Gas 01/08/19 - 31/08/19	£105.18	D/D
Jager Maestros	10.09.19	Oompah Band.	£1,350.00	BACS
Lockhart Catering	12.09.19	Steins.	£1,747.20	313190
LWC Wholesale	19.09.19	Bar supplies	£515.75	D/D
Magic Queen	11.09.19	Performance Oktoberfest	£1,700.00	BACS
Malcolm McGeachy	24.09.19	First aid cover Oktoberfest	£300.00	CASH
Marmax	09.09.19	Memorial Bench Cem (Fully Recharged)	£393.84	313196
N&J's	30.08.19	Fairground Rides Pirates in the Park	£150.00	BACS
Power NE	10.09.19	Generator Hire	£427.50	BACS
Scott Memorials	21.08.19	x10 Grave Markers	£240.00	313194
Screwfix	27.09.19	2 rolls of weed control, cable ties	£83.34	313193
Select Telecom	31.08.19	Internet, Line Rental, Calls	£93.61	D/D
SSE/SWALEC	10.09.19	Cemetery electric 02.06.19 - 01.09.19	£108.34	D/D
The Fuelcard Co.	01.09.19	Fuel Charges	£381.43	D/D
The Fuelcard Co.	08.09.19	Fuel Charges	£233.65	D/D
The Fuelcard Co.	15.09.19	Fuel Charges	£100.60	D/D
The Fuelcard Co.	22.09.19	Fuel Charges	£52.23	D/D
The Garage NE	30.08.19	Summer events	£960.00	BACS
Northern Fridge Co.	30.08.19	Fridge trailer hire.	£367.20	313184
Vodafone	20.09.19	Mobile Phones	£76.30	D/D
<b>OTHER PAYMENTS</b>				
Co-op Bank	05.09.19	BACS week 22	£4,458.67	BACS
Co-op Bank	12.09.19	BACS week 23	£4,490.59	BACS
Co-op Bank	19.09.19	BACS week 24	£4,661.23	BACS
Co-op Bank	26.09.19	BACS week 25	£4,480.21	BACS
Wave	11.09.19	Cemetery water (monthly)	£192.00	D/D
Co-op Bank	03.10.19	Wages week 26	£4,483.41	D/D
HMRC	02.10.19	PAYE wks 23-26	£4,733.06	313185
DCC Pension Fund	02.10.19	Superannuation wks 23-26	£4,635.24	313186
DCC	02.10.19	Attachment wks 23-26	£68.80	313187
CAPS	02.10.19	Attachments wks 23-26	£40.00	313188 313189
		<b>Horden Parish Council September 2019 TOTAL</b>	<b>£48,733.18</b>	