

HORDEN PARISH COUNCIL
Minutes of Meeting held 6th February 2020

- Present:** Councillor I Roberts (Chairman)
 Councillors C Cain, J Clark, E Connor, D Langan, F Leadbitter, W Morrow, D Tait, A Turner, L Williams, E Wood.
- Staff:** K Wilkinson (Clerk to the Council), Miss G Rowe (Deputy Clerk/RFO), C Muir (Parks and Cemetery Manager).
- HPC** **Apologies for Absence.**
19/20/124 **RESOLVED:** Apologies RECEIVED and APPROVED for Councillor W Smith.
- HPC** **Declarations of Interest.**
19/20/125 There were no declarations of interest.
- HPC** **Minutes of the Horden Parish Council Meeting held 16th January 2020.**
19/20/126 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** **Minutes of the Horden Social Welfare Centre Committee Meeting held 14th January 2020.**
19/20/127 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.**
19/20/128 A copy of which had been circulated to each Member.
RESOLVED: That the information be NOTED.
- HPC** **Parks and Cemetery Manager's Report.**
19/20/129 The report circulated covered the period of January 2020. Members asked the Parks and Cemetery Manager questions in relation to his report.
RESOLVED: That the information be NOTED.
- HPC** **Member Reports Appointed Outside Bodies**
19/20/130 Cllr D Tait provided Members with an update from the Horden Regeneration Partnership Meeting.
RESOLVED: That the information be NOTED.

Meeting concluded at 6:34pm

HORDEN PARISH COUNCIL
PARKS AND CEMETERY COMMITTEE
Minutes of Meeting held 6th February 2020

- Present:** Councillor D Tait (Chairman).
 Councillors C Cain, J Clark, E Connor, D Langan, F Leadbitter, W Morrow, I Roberts, A Turner, L Williams, E Wood.
- Staff:** K Wilkinson (Clerk to the Council), Miss G Rowe (Deputy Clerk/RFO), C Muir (Parks and Cemetery Manager).
- P&C** **Apologies for Absence.**
19/20/054 **RESOLVED:** Apologies RECEIVED and APPROVED for Councillor W Smith.
- P&C** **Declarations of Interest.**
19/20/055 There were no declarations of interest.
- P&C** **Minutes of the Parks and Cemetery Committee Meeting held 16th January 2020.**
19/20/056 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.**
19/20/057 There were no reports to consider.
- P&C** **Peterlee Town Council, Thorpe Road Cemetery Contribution.**
19/20/058 The Clerk provided Members with a verbal update pursuant to the outstanding debt of £18,408.
RESOLVED: That the information be NOTED.
- P&C** **Thorpe Road Cemetery Extension Update.**
19/20/059 Members considered the briefing note and update by the Deputy Clerk/RFO and further verbal update.
 It was **RESOLVED:**
- i. The Parks and Cemetery Manager identify areas requiring drainage and liaise with contractors to obtain a suitable specification of works for quotation.
 - ii. To coincide the official opening of the extension with the finished refurbishment of the Chapel of Rest.
 - iii. The Parks and Cemetery Development Committee oversee the arrangements of the official opening.
 - iv. That the information be NOTED.

Meeting concluded at 7:02pm

HORDEN PARISH COUNCIL
FINANCE AND GENERAL PURPOSES COMMITTEE
Minutes of Meeting held 6th February 2020

Present: Councillor E Connor (Chairman)
 Councillors C Cain, J Clark, D Langan, F Leadbitter, W Morrow, I Roberts, D Tait, A Turner, L Williams, E Wood.
Staff: K Wilkinson (Clerk to the Council), Miss G Rowe (Deputy Clerk/RFO).

F&GP **Apologies for Absence.**
19/20/077 **RESOLVED:** Apologies RECEIVED and APPROVED for Councillor W Smith.

F&GP **Declarations of Interest.**
19/20/078 There were no declarations of interest.

F&GP **Minutes of the Finance and General Purposes Committee Meeting held 16th January 2020.**
19/20/079 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:**
19/20/080

- i. Bank Balances, General/Earmarked Reserve and Cash Flow Forecast as at 31/01/2020.**
 The Deputy Clerk/RFO reported the bank balances as at 31/01/2020 being £354,586.52.
 The Deputy Clerk/RFO reported the estimated General/Earmarked Reserve Balances being £230,225;
 resulting in an estimated Cash Flow of £124,361.52.
RESOLVED: That the information be NOTED.
- ii. Income and Expenditure Report to 31/12/2019.**
 Members noted the current levels of income and expenditure.
RESOLVED: That the information be NOTED.
- iii. Debtor Report.**
 Members considered the report.
RESOLVED: That the information be NOTED.
- iv. Cash Cheques.**
 The Clerk requested a cash cheque of £150 Petty Cash/£100 Chairman's Allowance.
RESOLVED: To APPROVE Payment.
- v. Bank Transfers – January 2020.**
 The Deputy Clerk/RFO advised there was no bank transfer for January 2020.

F&GP **Invoices for endorsement for payment.**
19/20/081 **RESOLVED:** to ENDORSE payment for the attached schedule of Invoices.

F&GP **Members/Officers Allowances.**
19/20/082 The Deputy Clerk/RFO advised she had received the following claim:
 Participation Allowance for Cllr D Langan for £571.93.
RESOLVED: To APPROVE payment.

F&GP **Social Welfare Centre Office Space.**
19/20/083 The Deputy Clerk advised Members that Durham Deafened Support, who currently occupy two permanent office spaces, are looking to extend the size of the organisation and require a further room for permanent office space, the only room of which available is the 'Elizabeth Wood' Room.
RESOLVED: To delegate authority to the SWC Events & Operations Manager and Deputy Clerk to make the necessary arrangements with Durham Deafened Support for the use of the additional room.

F&GP **Durham County Council Pension Fund Employers Contribution Rate 2020-2023.**
19/20/084 A copy of which had been circulated to each Member.
RESOLVED: That the information be NOTED.

F&GP **NALC Spring Conference.**
19/20/085 Members considered attendance at London 17th March 2020.
RESOLVED: That due to the cost of attendance no representation is made.

F&GP **Durham County Council Tree Planting.**
19/20/086 Members considered the correspondence and proposed tree planting plans from Durham County Council.
RESOLVED: That the information be NOTED.

F&GP
19/20/087

Planning Applications.

DM/19/03963/FPA – Single storey rear extension at 24 Rosedale Terrace, Horden, SR8 4RF for Mr Delap.
RESOLVED: The information be NOTED and no comment made.

Meeting concluded at 7:43pm

Horden Parish Council Invoices for Payment

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Pay Ref:
B&M Stocktakers	16.01.20	SWC bar stocktake	£80.00	BACS
Banner	12.01.20	SWC cleaning supplies	£167.11	BACS
Banner	12.01.20	SWC cleaning supplies	£7.62	BACS
Banner	29.01.20	Refuse Sacks (SW/Parks/Cem), A4 Paper	£113.33	BACS
Booker Wholesale	27.01.20	Bar Supplies/Pantomime Drinks	£419.00	D/D
Co-op Bank	02.01.20	FD Online/BACS Charges	£60.04	D/D
Durham County Council	28.01.20	SWC Lift Service	£66.00	BACS
Noticeboard Company	30.01.20	2no. Noticeboards Sland Rd/Grants Hses	£899.95	313242
Office Furniture Online	23.01.20	Office chair	£175.20	BACS
Pat Lavery	30.01.20	Works Van MOT & Tyre Repair	£39.00	BACS
Quickdraw Supplies	04.02.20	Giant Outdoor Games - VE Weekend	£71.23	BACS
Rialtas	27.01.20	Making Tax Digital Annual Support Fee	£70.80	BACS
SSE	15.01.20	SWC electricity charges 02.10.19 - 01.01.20	£1,302.43	D/D
SLCC	01.02.20	SLCC Clerk Annual Membership	£227.00	BACS
Tea Time Yorkshire	31.01.20	Deposit supply of tea & scones VE Event	£300.00	BACS
The Fuelcard Co	12.01.20	Fuel	£325.98	D/D
Treasured Memories	10.01.20	Memorial wall plaque (recharged)	£83.94	BACS
Vodafone	20.01.20	Mobile Phones	£76.45	D/D
Wellers Hedleys	23.01.20	Legal Provision (Thorpe Rd Cemetery)	£780.00	BACS
OTHER PAYMENTS				
Co-Op Bank	23.01.20	Wages week 42	£4,475.64	D/D
Co-Op Bank	30.01.20	Wages week 43	£4,436.69	D/D
HMRC	29.01.20	PAYE wks 40-43	£4,563.81	313237
DCC Pension	29.01.20	Superannuation wks 40-43	£4,609.71	313238
DCC	29.01.20	Attachment wks 40-43	£35.36	313239
CAPS	29.01.20	Attachment wks 40-43	£40.00	313240/ 313241
Horden Parish Council January 2020 TOTAL			£23,426.29	