

HORDEN PARISH COUNCIL
Minutes of Meeting held 1st October 2020

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

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

HPC **Apologies for Absence.**

20/21/033 **RESOLVED:** Apologies RECEIVED and APPROVED for Councillor L Williams.

HPC **Declarations of Interest.**

20/21/034 There were no declarations of interest.

HPC **Minutes of the Horden Parish Council Meeting held 3rd September 2020.**

20/21/035 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.**

20/21/036 A copy of which had been circulated.

RESOLVED: That the information is NOTED.

HPC **Police Report.**

20/21/037 A copy of which had been circulated.

RESOLVED: That the information is NOTED.

HPC **Virement of Funds to Earmarked Reserves and Covid-19 Financial Impact.**

20/21/038 Members considered the Deputy Clerk/RFO's Report and related appendices.

It was **RESOLVED:**

- i. To APPROVE the virement of £10,000 to Cemetery Capital Earmark Reserve for boundary wall repairs.
- ii. To APPROVE the virement of £6,000 to Elections Earmarked Reserve.
- iii. To APPROVE the virement of £5,000 to Equipment Replacement Earmark towards a replacement tractor for the cemetery.
- iv. The remaining information in the report is NOTED.

HPC **Financial Risk Register.**

20/21/039 Members considered their current Financial Risk Register and Risk Ratings.

It was **RESOLVED:**

- i. To APPROVE the revised risk rating for Item 3 to 'Moderate' and 'Probable'.
- ii. To APPROVE the revised risk rating for Item 12 to 'Moderate' and 'Probable'.

HPC **Strategic Risk Register.**

20/21/040 Members considered their current Strategic Risk Register and Risk Ratings.

RESOLVED: to APPROVE the Strategic Risk Register.

HPC **Exclusion of Press and Public.**

20/21/041 **RESOLVED:** that in accordance with Section 2(1) 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 **Thorpe Road Cemetery Contribution.**

20/21/042 The Clerk provided Members with an update.

RESOLVED: That the information is NOTED.

Meeting concluded at 6:32pm

HORDEN PARISH COUNCIL
PARKS AND CEMETERY COMMITTEE
Minutes of Meeting held 1st October 2020

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

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

P&C **Apologies for Absence.**

20/21/004 **RESOLVED:** Apologies RECEIVED and APPROVED for Councillor L Williams.

P&C **Declarations of Interest.**

20/21/005 There were no declarations of interest.

P&C **Minutes of the Parks and Cemetery Committee Meeting held 3rd September 2020.**

20/21/006 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.**

20/21/007 A copy of which had been circulated.

RESOLVED: That the information is NOTED.

Meeting concluded at 7pm

HORDEN PARISH COUNCIL
FINANCE AND GENERAL PURPOSES COMMITTEE
Minutes of Meeting held 1st October 2020

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

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

F&GP **Apologies for Absence.**

20/21/009 **RESOLVED:** Apologies RECEIVED and APPROVED for Councillor L Williams.

F&GP **Declarations of Interest.**

20/21/010 Cllr J Clark declared an Interest on Item F&GP 20/21/017, Planning Applications.

F&GP **Minutes of the Finance and General Purposes Meeting held 3rd September 2020.**

20/21/011 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:**

20/21/012 **i. Bank Balances, General/Earmarked Reserve and Cash Flow Forecast as at 30/09/2020.**

The RFO reported the bank balances as at 30/09/2020 being £699,925.39.

The RFO reported the estimated General/Earmarked Reserve Balances being £301,828; resulting in an estimated Cash Flow of £398,097.39.

RESOLVED: That the information be NOTED.

ii. Income and Expenditure Report to 31/08/2020.

Members noted the current levels of income and expenditure.

RESOLVED: That the information be NOTED.

iii. Cash Cheques.

The RFO requested a cash cheque of £200 Petty Cash.

RESOLVED: To APPROVE Payment.

iv. Bank Transfers September 2020.

The RFO advised there was a bank transfer for £10,000 to the Business Savers Account in September 2020.

RESOLVED: To APPROVE the Bank Transfer.

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

20/21/013 **RESOLVED:** to ENDORSE payment for the attached schedule of Invoices.

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

20/21/014 The Deputy Clerk/RFO advised she had received the following claims:

Participation Allowance for Cllr W Morrow for £571.93.

Participation Allowance for Cllr J Robinson for £571.93.

Participation Allowance for Cllr I Roberts for £571.93.

RESOLVED: To APPROVE payments.

F&GP **Haswell and District Mencap Donation Request.**

20/21/015 Members considered the application for financial assistance.

RESOLVED: To APPROVE a donation of £100 under Local Government Act 1972, Section 137.

F&GP **Horden Phased Temporary Road Closures.**

20/21/016 A copy of which had been circulated to each Member.

RESOLVED: That the information be NOTED.

F&GP **Planning Applications.**

- 20/21/017**
- DM/20/02614/FPA – Change of use from retail to restaurant/hot food takeaway at Unit 4, Co-operative Buildings, Cotsford Lane, Horden, SR8 4JJ for Calderwood Properties.

RESOLVED: That no objections are made and the information be NOTED.

Meeting concluded at 7:12pm

Horden Parish Council Invoices for Payment

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Pay Ref:
Angel Springs	31.08.20	SWC Water Cooler	£23.14	D/D
BCE Northern	22.09.20	Release of Retention Cem Extension Capital Works	£7,020.00	313287
Durham County Council	11.09.20	SWC trade waste 2020/21	£1,193.92	D/D
Durham County Council	11.09.20	Cem trade waste 2020/21	£1,610.96	BACS
Gazprom	09.09.20	SWC gas 31.07.20 - 30.08.20	£116.24	D/D
Guy Bird	03.09.20	John Deere gang roller and pivot bush	£320.70	BACS
Guy Bird	24.09.20	Labour for repair of John Deere mower x5 hours	£150.00	BACS
Hydraulic Tech Services	21.09.20	Repair Tractor Hose	£97.61	BACS
MKM Building supplies	26.08.20	6 bags of post mix, nails, wooden posts	£130.94	BACS
Sally Southern	07.09.20	Horden in Bloon project (funded East Durham Creates)	£1,000.00	BACS
Select Telecom	31.08.20	Phonelines, calls and internet	£95.74	D/D
SSE	09.09.20	Cemetery electricity 02.06.20 - 01.09.20	£106.53	D/D
Steadfast Security	09.09.20	Welding fencing and container	£180.00	BACS
Steadfast Security	29.09.20	Fabrication work Sland Rd Play Equipment	£240.00	BACS
Treasured Memories	11.09.20	Memorial Wall plaque (recharged)	£96.72	BACS
Wex	14.09.20	Fuel	£118.63	D/D
Wex	14.09.20	Fuel	£1.80	D/D
Wex	28.09.20	Fuel	£67.26	D/D
Wilf Husband	21.09.20	Cemetery Topsoil	£230.40	BACS
OTHER PAYMENTS				
Co-Op Bank	10.09.20	Wages Week 23	£4,958.70	BACS
Co-Op Bank	17.09.20	Wages Week 24	£4,606.98	BACS
Co-Op Bank	24.09.20	Wages Week 25	£4,697.99	BACS
HMRC	30.09.20	PAYE weeks 23-26	£4,733.30	313282
HMRC	30.09.20	PAYE Month 6	£114.20	313283
DCC Pension Fund	30.09.20	Superannuation wks 23-26	£4,667.49	313284
HM Courts & Tribunals	30.09.20	Attachment of Earnings wks 23-26	£40.00	313285/ 313286
Horden Parish Council September 2020 TOTAL			£36,619.25	