

HORDEN PARISH COUNCIL
Minutes of Virtual Meeting held 4th February 2021

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

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

HPC **Apologies for Absence.**
20/21/076 There were no apologies for absence.

HPC **Declarations of Interest.**
20/21/077 There were no declarations of interest.

HPC **Covid 19 Modification of Meetings.**
20/21/078

- i. **Amendment of Standing Orders.**
 A copy of which had been circulated to Members.
RESOLVED: To APPROVE the amendments.
- ii. **Remote Meeting Protocol.**
 Members considered the draft document.
RESOLVED: To DEFER the item.

HPC **Minutes of the Horden Parish Council Meetings held 3rd and 17th December 2020.**
20/21/079 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.

HPC **Police Report.**
20/21/080 Members were provided with an update from the Police.
RESOLVED: That the information is NOTED.

HPC **Horden Parish Council 2021/22 Strategic Plan.**
20/21/081 A copy of which had been circulated to each Member.
RESOLVED: To APPROVE the 2021/22 Strategic Plan.

HPC **Horden Parish Council Asset Register, Disposals and Acquisitions.**
20/21/082 A copy of which had been circulated to each Member.
RESOLVED: To RECEIVE the information.

HPC **Horden Youth and Community Centre Outside Body Vacancy.**
20/21/083 **RESOLVED:** Cllr J Clark is elected as Horden Parish Council Representative.

HPC **Additional Local Council Tax Support Grant for 2021/22 Tax Base.**
20/21/084 Members noted the additional payment of £2,707 one-off payment to reflect the reduction of tax base.
RESOLVED: To RECEIVE the information.

HPC **Horden Community Action Team/MEAMs Debrief.**
20/21/085 Details of the debrief and feedback were circulated to Members.
RESOLVED: That the information is NOTED.

HPC **Exclusion of Press and Public.**
20/21/086 **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 **Staff Member Retirement.**
20/21/087 A copy of which had been circulated to each Member.
RESOLVED: To RECEIVE the information.

HPC **Staff Member Resignation.**
20/21/088 A copy of which had been circulated to each Member.
RESOLVED: To RECEIVE the information.

HPC **Future Management of Assets.****20/21/089**

Members considered the Deputy Clerk/RFO's Report.

RESOLVED: To APPROVE the Deputy Clerk/RFO's Recommendations.**HPC** **Thorpe Road Cemetery Contributions Legal Update.****20/21/090**

Members considered the Clerk's Report.

RESOLVED: The Clerk is given plenary powers to negotiate on the figure agreed by Council and the information is NOTED.*Meeting concluded at 7:07pm*

HORDEN PARISH COUNCIL
PARKS AND CEMETERY COMMITTEE
Minutes of Virtual Meeting held 4th February 2021

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

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

P&C **Apologies for Absence.**
20/21/018 There were no apologies for absence.

P&C **Declarations of Interest.**
20/21/019 There were no declarations of interest.

P&C **Minutes of the Parks and Cemetery Committee Meeting held 3rd December 2020.**
20/21/020 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 **Exclusion of Press and Public.**
20/21/021 **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.

P&C **Thorpe Road Cemetery.**
20/21/022 Members considered the Clerk's verbal update.
RESOLVED: That the information is NOTED.

Meeting concluded at 7:19pm

HORDEN PARISH COUNCIL
FINANCE AND GENERAL PURPOSES COMMITTEE
Minutes of Virtual Meeting held 4th February 2021

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

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

F&GP **Apologies for Absence.**
20/21/034 There were no apologies for absence.

F&GP **Declarations of Interest.**
20/21/035 There were no declarations of interest.

F&GP **Minutes of the Finance and General Purposes Meeting held 3rd December 2020.**
20/21/036 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:**
20/21/037

- i. Bank Balances, General/Earmarked Reserve and Cash Flow Forecast as at 31/01/2021.**
 The RFO reported the bank balances as at 31/01/2021 being £512,891.54. The RFO reported the estimated General/Earmarked Reserve Balances being £301,828; resulting in an estimated Cash Flow of £210,991.
RESOLVED: That the information be NOTED.
- ii. Income and Expenditure Report to 31/12/2020.**
 Members noted the current levels of income and expenditure.
RESOLVED: That the information be NOTED.
- iii. Cash Cheques.**
 The RFO requested £100 cash cheque.
RESOLVED: To APPROVE payment.
- iv. Bank Transfers December 2020/January 2021.**
 The RFO advised there were two bank transfers at a total of £20,000 to the Business Savers Account.
RESOLVED: To APPROVE the Bank Transfers.

F&GP **Invoices for endorsement for payment.**
20/21/038 **RESOLVED:** to ENDORSE payment for the attached schedule of Invoices.

F&GP **Members/Officers Allowances.**
20/21/039 The Deputy Clerk/RFO advised she had received the following claims:
 Participation Allowance for Cllr A Turner for £571.93.
 Participation Allowance for Cllr R Bagnall for £571.93.
RESOLVED: To APPROVE payments.

F&GP **Horden Recreation Ground Charity Donation.**
20/21/040 Members considered the payment of the final Grant Donation for 2020/21.
RESOLVED: To APPROVE the donation of £41,558 to Horden Recreation Ground Charity via the Open Spaces Act 1906, ss.9 and 10.

F&GP **Sunderland Road Play Area Funding.**
20/21/041 Members considered the Deputy Clerk/RFO's Report.
 It was **RESOLVED:**

- i.** To ENDORSE the Deputy Clerk/RFO's actions for proceeding with the application for funding and agreeing the design of the play equipment.
- ii.** To APPROVE the outstanding funding of £2,965 is met from the Parks 2020/21 Budget.

F&GP **John Deere 3033R Tractor Quotations.**
20/21/042 Members considered three quotations.
RESOLVED: To APPROVE Quotation from Company 1 for £15,736. The Deputy Clerk/RFO confirmed the company as Thomas Sherriff & Co.

F&GP **John Deere Loader Bucket and Lewis Landlord Backhoe Quotations.**
20/21/043 Members considered the update from the Deputy Clerk.
RESOLVED: To APPROVE Quotation from Company 1 for £13,669.04. The Deputy Clerk/RFO confirmed the company as Thomas Sherriff & Co.

F&GP 20/21/044 Hornden Parish Council Direct Debit Mandates as at 31st January 2021.

A copy of which had been circulated to each Member.

RESOLVED: To RECEIVE the information.

F&GP 20/21/045 Alice House Hospice Donation Request.

Members considered the application for financial assistance.

It was **RESOLVED:**

- i. To APPROVE a donation of £200 under Local Government Act 1972, Section 137.
- ii. The remaining £50 requested in the application is funded via the Chairman's Allowance.

F&GP 20/21/046 Covid-19 Support Grants Paid to Date.

A copy of which had been circulated to each Member.

Members acknowledged and expressed their gratitude to both County Councillors J Clark and I Mclean for their financial support via their Neighbourhood Budget Funding this financial year.

RESOLVED: To RECEIVE the information.

F&GP 20/21/047 Section 137 Expenditure Limit for 2021-22.

Members noted the 2021-22 limit of £8.41 per elector.

RESOLVED: To RECEIVE the information.

F&GP 20/21/048 Safe Durham Partnership Plan for 2021-2025 Consultation.

Members considered the submission of a collective response.

RESOLVED: Members respond individually should they wish to do so and the information is NOTED.

F&GP 20/21/049 Joint Health and Wellbeing Strategy for 2021-2025 Consultation.

Members considered the submission of a collective response.

RESOLVED: Members respond individually should they wish to do so and the information is NOTED.

F&GP 20/21/050 Planning Applications.

There were no planning applications to consider.

Meeting concluded at 7:50pm

Hornden Parish Council Invoices for Payment

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Pay Ref:
A1 Trophies	25.01.21	Walter Rudkin bench plaque	£28.50	BACS
Almond Windows	18.01.21	Supply and install new front double doors at Chapel	£1,690.00	BACS
Amazon	08.01.21	Safety Boots	£24.26	BACS
Amazon	10.01.21	Rigger Safety Boots	£166.40	BACS
Amazon	10.01.21	Safety Boots	£59.79	BACS
Amazon	14.01.21	10 android tablets for members remote meetings	£1,279.90	BACS
Amazon	14.01.21	5 android tablets for members remote meetings	£639.95	BACS
Amazon	22.01.21	Rigger Safety Boots	£75.24	BACS
Amazon	21.01.21	Line cleaner	£15.95	BACS
Amazon	29.01.21	1 android tablet for members remote meetings	£127.99	BACS
Arco	08.01.21	Staff Clothing	£57.26	BACS
Arco	11.01.21	Staff Clothing	£107.92	BACS
Banner	15.09.20	3 boxes of paper and blue tack	£44.20	BACS
Banner	15.09.20	5 year planners	£15.78	BACS
Co-op Bank	04.01.21	FD Online/BACS Charges	£64.02	D/D
Durham County Council	12.01.21	Cotsford Park Play Area Grass Cutting 2020/21	£192.54	BACS
Durham County Council	19.01.21	Repair to backhoe bucket	£88.36	BACS
ES Systems	01.01.21	Office 365 Subscription	£18.24	D/D
Gazprom	11.01.21	SWC Gas charges 30.11.20 - 30.12.20	£1,498.17	D/D
ICO	31.01.21	Data Protection Renewal Fee	£35.00	D/D
JRB Enterprise	05.01.21	89 boxes of dog poo bags	£1,800.00	BACS
RBS Rialtas	27.01.21	MTD VAT Annual Support	£70.80	BACS
Select Telecom	31.12.20	Phone Lines/Calls/Internet	£93.00	D/D
SSE	12.01.21	Memorial park electricity 02.10.20 - 01.01.21	£47.28	D/D
SSE	15.01.21	SWC electricity 02.10.20 - 14.01.21	£1,501.04	D/D

TJ's Heating & Home	12.01.20	Emergency Repair SWC Boiler/3 days on site	£479.00	BACS
Treasured Memories	15.01.21	Memorial wall plaque	£165.06	BACS
Treasured Memories	15.01.21	Memorial wall plaque	£165.06	BACS
Wellers Hedleys	31.12.20	Professional fees HPC v PTC	£1,050.00	BACS
Wex	11.01.21	Vehicle Fuel	£46.22	D/D
Wex	28.12.20	Vehicle Fuel	£67.00	D/D
OTHER PAYMENTS				
Co-Op Bank	14.01.21	Wages Week 41	£4,204.03	BACS
Co-Op Bank	21.01.21	Wages Week 42	£4,134.97	BACS
Co-Op Bank	28.01.21	Wages Week 43	£4,135.17	BACS
Horde n Parish Council January 2021 TOTAL			£24,188.10	