

**HORDEN PARISH COUNCIL**  
**Minutes of Meeting held 1<sup>st</sup> July 2021**

**Present:** Councillor W Morrow (Chairman)  
 Councillors R Bagnall, C Cain, D Gregory, E Laing, F Leadbitter, I Mclean, D Meadows, I Roberts, D Tait, A Turner, L Williams, F Winrow.

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

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

**21/22/045** **RESOLVED:** Apologies RECEIVED and APPROVED for Councillor P Naisbett.

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

**21/22/046** There were no declarations of interest.

**HPC** **Minutes of the Horden Parish Council Meetings held 10<sup>th</sup> June 2021.**

**21/22/047** 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** **Progress Report.**

**21/22/048** A copy of which had been circulated to each Member.

**RESOLVED:** That the information is RECEIVED.

**HPC** **Asset Management.**

**21/22/049** Members considered the Deputy Clerk's Briefing Note in relation to the recent site meeting at Thorpe Road Cemetery.

**RESOLVED:** To instruct the architect to draw up plans and estimated costings for two alternative options for change of use of the property, including the demolition and rebuild of Cemetery Lodge and the renovation and extension of Cemetery Lodge.

**HPC** **Exclusion of Press and Public.**

**21/22/050** **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** **Social Welfare Centre Management Resources.**

**21/22/051** In conjunction with Standing Order 10(a)(iv) and (viii) Cllr Roberts moved a motion to convene a Personnel Committee Meeting and require a written report.

The motion was put to the vote and lost.

In accordance with Standing Order 3(s) Cllr Roberts requested the voting shall be recorded so as to show whether each Councillor present and voting gave his vote for or against.

*For: Cllrs C Cain, R Bagnall, I Roberts, E Laing, F Leadbitter.*

*Against: Cllrs D Gregory, A Turner, F Winrow, D Meadows, I Mclean, L Williams.*

*Abstained: Cllrs D Tait, W Morrow.*

**HPC** **Staffing Update.**

**21/22/052** The Clerk provided Members with an update.

Members considered the requests attributed to the offer of employment to the Parks and Cemetery Manager post.

**RESOLVED:** Members APPROVED the conditions attached in the confidential report.

*Meeting concluded at 6:54pm*

**HORDEN PARISH COUNCIL**  
**PARKS AND CEMETERY COMMITTEE**  
**Minutes of Meeting held 1<sup>st</sup> July 2021**

**Present:** Councillor C Cain (Chairman)  
Councillors R Bagnall, D Gregory, E Laing, F Leadbitter, I Mclean, D Meadows, W Morrow, I Roberts, D Tait, A Turner, L Williams, F Winrow.

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

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

**21/22/011** **RESOLVED:** Apologies RECEIVED and APPROVED for Councillor P Naisbett.

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

**21/22/012** There were no Declarations of Interest.

**P&C** **Minutes of the Parks and Cemetery Committee Meeting held 10<sup>th</sup> June 2021.**

**21/22/013** 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** **Green Flag Award.**

**21/22/014** Members considered the Clerk's verbal update in relation to the recent judging.

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

Meeting concluded at 7:05pm

**HORDEN PARISH COUNCIL**  
**FINANCE AND GENERAL PURPOSES COMMITTEE**  
**Minutes of Meeting held 1<sup>st</sup> July 2021**

**Present:** Councillor F Leadbitter (Chairman)  
 Councillors R Bagnall, C Cain, D Gregory, E Laing, D Meadows, I Mclean, W Morrow, I Roberts, D Tait, A Turner,  
 L Williams, F Winrow.

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

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

**21/22/029** **RESOLVED:** Apologies RECEIVED and APPROVED for Councillor P Naisbett.

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

**21/22/030** Cllr D Meadows Items F&GP 21/22/041 – Horden Miners Gala Picnic and F&GP 21/22/042 – Horden Helping Hands Community Walkabout.

**F&GP** **Minutes of the Finance and General Purposes Meeting held 10<sup>th</sup> June 2021.**

**21/22/031** 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:**

**21/22/032** **i. Bank Balances, General/Earmarked Reserve and Cash Flow Forecast as at 30/06/2021.**

The RFO reported the bank balances as at 30/06/2021 being £639,469.17. The RFO reported the estimated General/Earmarked Reserve Balances being £428,549; resulting in an estimated Cash Flow of £210,920.17.

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

**ii. Income and Expenditure Report to 31/05/2021 - Close of Month 2.**

Members noted the current levels of income and expenditure.

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

**iii. Cash Cheques.**

The RFO requested £200 Petty Cash cash cheque.

**RESOLVED:** To APPROVE payment.

**iv. Bank Transfer(s) June 2021.**

The RFO advised there was a bank transfer of £10,000 to the Business Savers Account.

**RESOLVED:** To APPROVE transfer.

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

**21/22/033** **RESOLVED:** to ENDORSE payment for the attached schedule of Invoices.

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

**21/22/034** The Deputy Clerk/RFO advised she had received the following claim: Councillor W Morrow Participation Allowance for £571.93.

**RESOLVED:** To APPROVE payment.

**F&GP** **Queen's Platinum Jubilee Commemorations.**

**21/22/035** Members considered the plans to mark Her Majesty The Queen's Platinum Jubilee in June 2022.

**RESOLVED:** To refer arrangements to the Events Management Committee.

*In accordance with Standing Order 10(a)(vi) the Chairman changed the order of business on the Agenda.*

**F&GP** **Asset Disposal – Horden Cricket Social Club.**

**21/22/036** Members considered the request to gift 4no. Lounge tables and 20no. chairs.

**RESOLVED:** To APPROVE the request.

**F&GP** **Neighbourhood Budget Funding.**

**21/22/037** £10,240 for CCTV, outdoor defibrillator cabinet and cemetery boundary wall railings.

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

**F&GP** **Finance for Councillors Online Training Wednesday 22<sup>nd</sup> September 2021.**

**21/22/038** Members considered attendance at £30 per person.

**RESOLVED:** Cllr D Meadows attend should there be an alternative suitable date.

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

**21/22/039** DM/21/00395/AD – Erection of sign to shop front (retrospective) for C+V's Diner, Eden House, Eden Street,

Hornden, SR8 4DH.

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

**F&GP**  
**21/22/040**

**Operation London Bridge.**

Members considered the Advice Note from SLCC.

**RESOLVED:** Contingency planning is referred to the Events Management Committee and the information is NOTED.

*At 7:25pm Cllr D Meadows left the Meeting.*

**F&GP**  
**21/22/041**

**Hornden Miners Gala Picnic Event 31<sup>st</sup> July 2021.**

Members considered Deputy Clerk's update.

**RESOLVED:** That the remaining Summer Event Budget is used to supplement the event.

**F&GP**  
**21/22/042**

**Hornden Helping Hands Community Walkabout.**

Members considered the request to partake in a monthly walkabout.

**RESOLVED:** Whilst Members support the individual interests and community work of other Members, it was not deemed appropriate to enter into a formal partnership owing to the fact that the issues primarily fall outside of the remit of the Parish Council's Duties and Powers.

*Meeting concluded at 7:48pm*

**Hornden Parish Council Invoices for Payment**

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Paid:
A1	11.06.21	Chairman's chain engraved	£12.00	BACS
Amazon	09.06.21	Lawn games - events	£18.87	BACS
Amazon	09.06.21	Lawn games - events	£27.48	BACS
Amazon	09.06.21	Pop up gazebo	£188.98	BACS
Amazon	09.06.21	Lawn games - events	£10.99	BACS
Amazon	09.06.21	Lawn games - events	£21.98	BACS
Amazon	24.06.21	2 claw hammers	£25.48	BACS
Amazon	24.06.21	3 hand trowels	£23.85	BACS
Arco	24.06.21	Staff clothing	£28.46	BACS
Arco	23.06.21	Staff clothing	£77.29	BACS
Arco	29.06.21	Staff clothing	£28.46	BACS
CDI Energy	07.06.21	Move water cooler, repairs/parts SWC boilers & rehang basin Cem	£140.00	BACS
Durham County Council	14.06.21	Repairs to cemetery ride on	£928.67	BACS
DCC	23.06.21	SWC boiler repairs	£395.98	BACS
EDF Energy	14.06.21	Sunderland Rd Pavilion electricity x 3 months	£486.00	D/D
ES Systems	01.06.21	Remote PC support	£18.24	BACS
Gardens of Grace	30.06.21	6 hours strimming - Cemetery	£108.00	BACS
Gazprom	17.06.21	SWC gas 30.04.21 - 30.05.21	£559.54	D/D
J.Armstrong	07.06.21	Supply & install roller shutter to S'land Rd pavilion	£800.00	BACS
Mrs Baxter's Bakery	28.06.21	300 Packed lunches for summer events	£1,050.00	BACS
NEREO	17.06.21	Advisory service 2021-22	£354.00	BACS
PAT Lavery	24.06.21	Car M.O.T	£29.00	BACS
Planning Portal	10.06.21	Planning application - Grandstand	£259.00	BACS
ROSPA	21.06.21	Play equipment annual inspections and reports	£396.00	BACS
Select Telecom	10.06.21	telephone lines, calls & internet	£101.57	D/D
Shoreline	14.06.21	SWC fire alarm & emergency light service	£120.00	BACS
Shoreline	14.06.21	Memorial Park works building annual intruder alarm service	£96.00	BACS
Shoreline	14.06.21	Sland Rd Pavilion fire alarm & emergency lighting service	£120.00	BACS
SSE SWALEC	15.06.21	Cemetery Electricity 02/03/21 - 01/06/21	£621.67	D/D
Treasured Memories	25.06.21	Memorial wall plaque	£169.26	BACS
Treasured Memories	30.06.21	Memorial wall plaque	£169.26	BACS
Vodafone	20.04.21	Mobile Phones	£95.69	D/D
Vodafone	20.05.21	Mobile Phones	£112.55	D/D
Vodafone	20.06.21	Mobile phones	£49.26	D/D
Waterlogic	31.05.21	SWC water cooler	£25.57	D/D

Wex	14.06.21	Fuel	£123.77	D/D
Wex	21.06.21	Fuel	£75.92	D/D
Wex	27.06.21	Vehicle Trackers	£11.98	D/D
Wilf Husband	07.06.21	16 tonne topsoil	£249.60	BACS
<b>OTHER PAYMENTS</b>				
Co-op Bank	10.06.21	Wages Week 10	£4,015.51	BACS
Co-op Bank	17.06.21	Wages Week 11	£4,131.66	BACS
Co-op Bank	24.06.21	Wages week 12	£3,963.95	BACS
Co-op Bank	01.07.21	Wages Week 13	£4,547.68	BACS
HMRC	28.06.21	PAYE WKS 10-13	£4,688.25	BACS
DCC Pension	28.06.21	Superannuation wks 10-13	£4,438.29	313351
HM Courts	28.06.21	Attachment wks 10-13	£20.00	313352
<b>Horden Parish Council JUNE 2021 TOTAL</b>			<b>£33,935.71</b>	