

Horden Parish Council

Horden Social Welfare Centre
Seventh Street
Horden, County Durham
SR8 4LX
Tel: 0191 518 0823

25 May 2023

Dear Member

You are summoned to attend the Horden Parish Council Meeting to be held in Horden Social Welfare Centre, Seventh Street, Horden on Thursday 1 June 2023 at 6pm.

HORDEN PARISH COUNCIL ORDER OF BUSINESS **Meeting to be held 1 June 2023**

1. **Apologies for Absence** – to consider for approval.
2. **Declarations of Interest** – to note declarations of interest from Members on items of the agenda.
3. **Minutes of the Horden Parish Council Meeting held 4 May 2023 (enclosed)** – to consider for approval.
4. **Public Participation** – to receive any representations or questions from the public in accordance with standing orders 3 e.g. ***Members of the Public are invited to address the Parish Council on matters relating to the agenda for up to 3 minutes per person during a period not exceeding 20 minutes.***
5. **Register of Delegated Decisions** – to note there are no additional decisions to approve.
6. **Damage and Incident Report(s) (enclosed)** – to consider report(s).
7. **Cemetery Burial and Income Report 22.4.23 – 19.5.23 (enclosed)** – to receive the information.
8. **Parish Annual Assembly (enclosed)**– to consider the minutes of the meeting for information .
9. **Standing Orders** – to adopt revised standing orders, proposed and seconded at meeting held on 4th May 2023.
10. **Terms of Reference Parks & Cemetery Development & Asset Management Committee (enclosed)** – to consider for approval.
11. **Locking Up Duties (enclosed)** – to consider proposal from staff.
12. **The Local Government Boundary Commission for England – Draft Recommendations for Division Boundaries in County Durham (enclosed)** – to consider response to the consultation.
13. **Request for Financial Assistance – Women Against Pit Closures 40th Anniversary (enclosed)** – to consider request.
14. **Parish Council Financial:**
 - a) **Bank Balances** – to receive balances at 30.4.23.
 - b) **Finance Report (enclosed)** – to consider year end Income, Expenditure and Variance Report to 31/03/2023.
 - c) **Cash Withdrawals and Debit Card Transactions (enclosed)** – to approve report.
 - d) **Bank Transfer(s)** – to approve any transfer(s).
15. **Invoices for endorsement for payment (enclosed)** – to approve for payment.
16. **Members/Officers Allowances** – to consider any claims for approval.
17. **Annual Governance & Accountability Return (enclosed)**
 - a) **Internal Auditor’s Report** – to receive report;
 - b) **Annual Governance Statement** – to consider response for approval;

- c) **Annual Accounting Statement** – to consider for approval;
- d) **Notification of dates for electors' rights** – to approve timetable

18. SWC Major Schemes

- a) **Roof repairs** – to consider quotations;
- b) **Boiler replacement** – to consider quotations.

19. Chairman & Councillor Surgery – to consider a request from Councillor F Leadbitter to have surgeries.

20. Co-option Procedure (enclosed) – to consider adoption of procedure.



Samantha Shippen
Clerk to the Council
25 May 2023

To: All Members of Horden Parish Council/cc Public Notice