

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

26 February 2024

Dear Member

You are hereby summoned to attend the Meeting of Horden Parish Council (meeting in their capacity as the Trustee of Horden Recreation Ground) to be held in Horden Social Welfare Centre, Seventh Street, Horden on Thursday 1st February 2024 immediately following the Meeting of Horden Parish Council for the purposes of transacting the following business:

HORDEN RECREATION GROUND
ORDER OF BUSINESS
Meeting to be held 1 February 2024

- 1 **Apologies for Absence** – to consider for approval.
- 2 **Declarations of Interest in items on the agenda.**
- 3 **Minutes of the Meeting held 11th January 2024 (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 Committee 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 (enclosed)** – to note there are no decisions since the last report.
- 6 **Damage and Incident Reports(s)** – to note there are no reports.
- 7 **Horden Recreation Ground Financial:**
 - a) **Bank Balance and Reconciliation as at 31/12/2023** – to note the information.
 - b) **Finance Report (enclosed)** – to consider Income, Expenditure and Variance Reports to 31/12/2023.
 - c) **Invoices for endorsement for payment (enclosed)** – to approve payment.
- 8 **Energy Prices Review** – to consider report.



Samantha Shippen
Clerk to the Council
26 February 2024

To: The Trustee of Horden Recreation Ground/cc Public Notice

HORDEN RECREATION GROUND COMMITTEE
Minutes of Meeting held 11 January 2024

- Present:** Councillor D Tait (Chairman)
Councillors T Baldasera, D Gregory, E Laing, F Leadbitter, W Morrow, W Smith, A Turner, J Ward, L Williams, F Winrow and P Wood.
- Staff:** Mrs S Shippen (Clerk to the Council), Mr C Jackson (Deputy Clerk).
- HRG 23/24/073** **Apologies for Absence.**
RESOLVED: That apologies were **RECEIVED** from Councillor C Cain and **ACCEPTED** for Councillor I Roberts.
- HRG 23/24/074** **Declarations of Interest in items on the agenda.**
No declaration of interest were declared.
- HRG 23/24/075** **Minutes of Meetings held 7 December 2023.**
RESOLVED: The Minutes be confirmed as a true record and signed by the Chairman.
- HRG 23/24/076** **Public Participation.**
No members of the public were present.
- HRG 23/24/077** **Register of Delegated Decisions.**
No delegated decisions to report.
- HRG 23/24/078** **Damage and Incident Report(s).**
RESOLVED: Trustee **NOTED** there were no reports.
- HRG 23/24/079** **Recreation Ground Financial:**
- a) **Bank Balance as at 30/11/2023.**
The Clerk to the Council reported the bank balance as of 30 November 2023 being £49,101.62.
RESOLVED: Trustee **APPROVE** the bank balance.
 - b) **Finance Report to 30/11/2023.**
RESOLVED: Trustee **APPROVE** the Income, Expenditure and Variances Report to 30 November 2023.
 - c) **Invoices for endorsement for Payment.**
RESOLVED: Trustee **APPROVE** payment of the schedule of invoices totalling £4,178.80.
 - d) **Change of Bank Signatories.**
RESOLVED: to APPROVE to add signatories for Clerk, Deputy Clerk, Councillors T Baldasera, D Gregory, A Turner, F Winrow, E Laing, J Ward with an additional administrative right for the Finance and Administration Officer.
- HRG 23/24/080** **2024/25 Budget Setting**
2024/25 Fees
RESOLVED: Trustee **APPROVE** the fees for 2024/25 with 5% increase.
- HRG 23/24/081** **2024/2025 Budget**
RESOLVED: Trustees **APPROVE** the budget of gross expenditure £228,073; income excluding HPC Grant of £141,638 resulting in a grant requirement from Horden Parish Council of £86,435 for 2024/25.
- HRG 23/24/082** **Community Access Defibrillator**
RESOLVED: Trustee **APPROVE** the request for a Defibrillator at the Works Building with additional signage at Ambulance House.

The Meeting concluded at 8.05pm

Horden Recreation Ground Invoices for Payment - December 2023

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Pay Ref:
Messrs P Hutchinson & Sons	01.12.23	Green Waste Disposal	£78.00	100454
Opus Energy	22.12.23	Floodlight (No2) Charges 21/11/2023 - 21/12/2023	£67.07	D/D
Origin Amenity Solutions	15.12.23	Fine Turf and Spray Record Book	£469.98	100455
Peterlee Town Council	08.12.23	Tree Survey	£1,908.00	100456
Geo Robinson & Son	30.11.23	DIY Supplies for Xmas Tree	£20.10	100457
Screwfix	14.12.23	2-Stroke Oil & Chainsaw Oil	£48.98	PART 100458
Screwfix	14.12.23	Chainsaw Helmet, Chemical Spill Kit & Warning Signs	£63.94	PART 100458
Select Telecom Limited	30.11.23	Fibre Broadband	£47.40	D/D
Select Telecom Limited	31.12.23	Fibre Broadband	£47.40	D/D
Shoreline Fire Limited	11.12.23	Bi-Annual Service Fire/Emergency Lights Grandstand, Tea Rooms and Staff Building	£336.00	100459
Total Energies	05.12.23	Welfare Ground Electricity 01/11/2023-30/11/2023 (Fully Recharged to HCWFC)	£419.43	D/D
Total Energies	07.12.23	Welfare Park Electricity 03/10/2023 - 28/11/2023	£144.57	D/D
Total Energies	08.12.23	Cricket Pavilion Electricity 01/11/2023 - 30/11/2023	£17.05	D/D
Total Energies	07.12.23	Works Building Electricity 01/11/2023 - 30/11/2023 (recharged £59.35 to Heritage Tearooms)	£191.35	D/D
Veolia	31.12.23	Trade Waste	£206.78	D/D
Wex	04.12.23	Monthly Card Fee	£4.80	D/D
Wex	18.12.23	Equipment Fuel	£111.77	D/D
OTHER PAYMENTS				
Wave	13.12.23	Cricket Pavilion Water 13/09/2023 - 12/12/2023 (£17.00 pcm)	£61.12	D/D

**Bank Reconciliation Statement as at 31/12/2023
for Cashbook 1 - Current Bank A/c**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HORDEN RECREATION GROUND	31/12/2023	158	43,019.58
			43,019.58
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
24/05/2023 DDR	TOTALENERGIES	703.72	
07/06/2023 DDR1	TOTALENERGIES 163	441.96	
07/06/2023 CREDIT	TOTALENERGIES 163	-279.91	
07/06/2023 CREDIT 2	TOTALENERGIES 163	-280.73	
07/06/2023 DDR2	TOTALENERGIES 163	523.87	
21/06/2023 DDR7	TOTALENERGIES 163	311.87	
03/07/2023 DDR	TOTALENERGIES	-220.38	
21/07/2023 DDR	TOTALENERGIES	283.65	
22/08/2023 DDR	TOTALENERGIES	323.25	
07/12/2023 100444	AMAZON	8.87	
07/12/2023 100449	HORN'S GARDEN CENTRE	73.93	
07/12/2023 100451	GEO ROBINSON	27.95	
			1,918.05
			41,101.53
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			41,101.53
		Balance per Cash Book is :-	41,101.53
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

HORDEN RECREATION GROUND FINANCE REPORT

This report details accounts as at 31 December 2023 – accounts on a straight line we should be around 75%.

EXPENDITURE

Account	Page	£ Spend/ £ Budget	Explanation	Comment	Reported to Trustee
4120 – Water	1	2,376/2,251	Increased costs		01/02/24
4180 – Clothing	1	418/437	New staff		2/11/23
4220 – Play Equipment	1	1591/0	Not budgeted for	Requires transfer from Major Schemes	2/11/23
4230 - Trade Waste	1	2,223/2,500	Paid over 10 months rather than 12		11/01/24
4310 – Horticulture	1	3,335/4,050	Winter bedding		01/02/24
4320 – Health & Safety	1	771/1,000	Bowling Changing rooms legionella prevention work		01/02/24
4330 – Capital Purchase	1	9,766/9,950	Cylinder Mower & Line marker		3/8/23
4340 – Loan Repayment – South Ter Wall	1	0/4,800	One off payment to be paid later in the year		2/11/23
4350 – Major Schemes Expenditure	1	44,106/5,000	Grandstand slab for new seating, modular seating, Durham Ave pillar		6/7/23

INCOME

Account	Page	£ Receipt/ £ Budget	Explanation	Comment	Reported to Trustee
1120 – Big Foot Studio Rent	1	500/500	Complete for year		5/10/23
1130 – Cricket Social Club rent	1	667/667	Complete for year		5/10/23
1150 – Ambulance House Rent	1	400/400	Complete for year		5/10/23
1160 – Bowls Ground Income	1	800/800	Complete for year		5/10/23

1170 – Cricket Ground Income	1	1,987/1,987	Complete for year		2/11/23
1180 – Welfare Ground Income	1	4,595/4,206	£389 additional income from one off letting		2/11/23
1190 – Other Ground Fees	1	3,912/4,500	Income from number 2 pitch		2/11/23
1220 – Income water re-charge	1	1,253/500	Meter readings being taken regularly & recharged appropriately		3/8/23
1270 – Income Wayleaves	1	91/108	Most income received at start of year		6/7/23
1400 – Income Parish Council Grant	1	50,000/13,6557	Phased transfer to requirement		2/11/23

Detailed Receipts & Payments by Budget Heading 31/12/2023

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>100</u> <u>Income</u>						
1120 BIG FOOT STUDIO RENT	500	500	0			100.0%
1130 Cricket Social Club Rent	667	667	0			100.0%
1150 Income-Ambulance House Rent	400	400	0			100.0%
1160 Bowls Ground Income	800	800	0			100.0%
1170 Cricket Ground Income	1,987	1,987	0			100.0%
1180 Welfare Ground Income	4,595	4,206	(389)			109.2%
1190 Other Ground Fees	3,912	4,500	588			86.9%
1210 Electricity Recharge	4,507	7,000	2,493			64.4%
1220 Water Recharge	1,253	500	(753)			250.6%
1270 Income-Wayleaves	91	108	17			84.2%
1300 Miscellaneous	152	0	(152)			0.0%
1400 Income-Parish Council Grant	50,000	136,557	86,557			36.6%
1402 Income-Grant Donation/Funding	0	15	15			0.0%
Income :- Receipts	68,864	157,240	88,376			43.8%
Net Receipts	68,864	157,240	88,376			
<u>200</u> <u>Expenditure</u>						
4070 Professional Fees	6,146	18,000	11,854		11,854	34.1%
4120 Water	2,376	2,251	(125)		(125)	105.6%
4130 Electricity	7,357	12,612	5,255		5,255	58.3%
4150 Telephone/Fax	332	474	142		142	70.0%
4160 Insurance	0	3,896	3,896		3,896	0.0%
4170 Cleaning	197	300	103		103	65.8%
4180 Clothing	418	437	19		19	95.7%
4200 Buildings	3,130	63,000	59,870		59,870	5.0%
4210 Plant and Equipment	465	5,000	4,535		4,535	9.3%
4220 Play Equipment	1,591	0	(1,591)		(1,591)	0.0%
4230 Trade Waste	2,223	2,500	277		277	88.9%
4250 Tools	128	300	172		172	42.8%
4260 Equipment Repairs	1,475	4,000	2,525		2,525	36.9%
4270 Grounds Maintenance	8,011	12,450	4,439		4,439	64.3%
4290 Equipment Fuel	2,942	4,200	1,258		1,258	70.0%
4300 Vehicle Maintenance	500	3,000	2,500		2,500	16.7%
4310 Horticulture	3,335	4,050	715		715	82.3%
4320 Health and Safety	771	1,000	229		229	77.1%
4330 CAPITAL PURCHASE	9,766	9,950	184		184	98.2%
4340 Loan Repayment-South Terr Wall	0	4,800	4,800		4,800	0.0%
4350 Major Schemes Expenditure	44,106	5,000	(39,106)		(39,106)	882.1%
4500 Miscellaneous Expenditure	0	20	20		20	0.0%
Expenditure :- Indirect Payments	95,270	157,240	61,970	0	61,970	60.6%
Net Payments	(95,270)	(157,240)	(61,970)			

Detailed Receipts & Payments by Budget Heading 31/12/2023

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Grand Totals:- Receipts	68,864	157,240	88,376			43.8%
Payments	95,270	157,240	61,970	0	61,970	60.6%
Net Receipts over Payments	<u>(26,405)</u>	<u>0</u>	<u>26,405</u>			
Movement to/(from) Gen Reserve	<u>(26,405)</u>					

Agenda Item 7c

Horden Recreation Ground Invoices for Payment - January 2024

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Pay Ref:
Fleet (Line Markers) ltd	18.01.24	Line Marking Paint and Nozzles	£786.07	
Messrs P Hutchinson & Sons	02.01.24	Green Waste Disposal	£96.00	
Opus Energy	22.01.24	Floodlight (No2) Charges 22/12/2023 - 21/01/2024	£72.52	D/D
Steadfast Security Systems	19.01.24	Annual CCTV Service	£800.40	
Total Energies	05.01.24	Welfare Ground Electricity 01/12/2023-31/12/2023 (Fully Recharged to HCWFC)	£410.52	D/D
Total Energies	07.01.24	Welfare Park Electricity 29/11/2023 - 31/12/2023	£106.09	D/D
Total Energies	08.01.24	Cricket Pavilion Electricity 01/12/2023 - 31/12/2023	£16.70	D/D
Total Energies	07.01.24	Works Building Electricity 01/12/2023 - 31/12/2023 (recharged £55.42 to Heritage Tearooms)	£215.46	D/D
Wex	01.01.24	Monthly Card Fee and Credit for Account Admin Fee	-£16.80	Credit
Wex	15.01.24	Equipment Fuel	£113.57	D/D
OTHER PAYMENTS				
Wave	13.01.24	Water - Horden Heritage Centre 13/10/2023-12/01/2024 (full recharge)	£103.82	D/D
		Horden Recreation Ground JANUARY 2024 TOTAL	£2,704.35	

HORDEN RECREATIONAL GROUND

Energy Renewal

1. Background

- 1.1 The energy renewal for many of our venues will take place at the end of February, without changing tariffs the suppliers will automatically put us on their general tariffs which are significantly higher than we currently pay.

2. Update

- 2.1 Officers had requested quotes from the existing providers, and two brokers, Utility Aid and Charities Buying Group.
- 2.2 Officers have looked at three quotes and compared them, there is an additional complexity of having numerous venues with each venue being offered different tariffs.
- 2.3 Based on the information provided the most cost effective would be Utility Aid for 24 months.

3. Recommendation

It is recommended that the Council approve contract with Utility Aid for 24 months.

Colin Jackson
Deputy Clerk
January 2024

Agenda Item 8

Horden Recreation Ground		24 month contracts							
Site		Cricket Sports Pavilion	Welfare Park	Staff Building	Football Grandstand Day	Football Grandstand Night	No2 Floodlights	Cost	Total Cost
Current Supplier	Standing Charge per day	64.7593	64.7593	94.5985	789.1926	0.98	106	1120.2897	1255.1904
Option One	Price Per KWH	22.6266	22.6266	22.6266	22.6689	17.522	26.83	134.9007	
Charities Buying Group	Standing Charge per day	57.5671	57.5671	100.8658	841.08		57.5671	1114.6471	1248.0903
	Price Per KWH	22.8666	22.8666	22.8666	24.99	16.69	23.1634	133.4432	
Utility Aid	Standing Charge per day	72.8	72.8	119.72	299.63		72.48	637.43	783.767
	Price Per KWH	24.62	24.62	24.62	26.15	21.717	24.61	146.337	