

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

**25 March 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 4<sup>th</sup> April 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 4 April 2024**

- 1 Apologies for Absence** – to consider for approval.
- 2 Declarations of Interest in items on the agenda.**
- 3 Minutes of the Meeting held 7<sup>th</sup> March 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 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 29/02/2024** – to note the information.
  - b) Finance Report (enclosed)** – to consider Income, Expenditure and Variance Reports to 29/02/2024.
  - c) Invoices for endorsement for payment (enclosed)** – to approve payment.
- 8 Memorial Tree** – to consider correspondence.
- 9 Date of next Meeting** – to agree to move meeting to 9<sup>th</sup> May 2024.



**Samantha Shippen  
Clerk to the Council  
25 March 2024**

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

**HORDEN RECREATION GROUND COMMITTEE**  
**Minutes of Meeting held 7 March 2024**

- Present:** Councillor D Tait (Chairman)  
 Councillors T Baldasera, C Cain, E Laing, F Leadbitter, W Morrow, W Smith, J Ward, F Winrow and P Wood.
- Staff:** Mrs S Shippen (Clerk to the Council), Mr C Jackson (Deputy Clerk).
- HRG 23/24/091** **Apologies for Absence.**  
**RESOLVED:** That apologies were **RECEIVED** from Councillor A Turner.
- HRG 23/24/093** **Declarations of Interest in items on the agenda.**  
 No declaration of interest were declared.
- HRG 23/24/093** **Minutes of Meetings held 1 February 2024.**  
**RESOLVED:** The Minutes be confirmed as a true record and signed by the Chairman.
- HRG 23/24/094** **Public Participation.**  
 No members of the public were present.
- HRG 23/24/095** **Register of Delegated Decisions.**  
**RESOLVED:** Council **NOTE** the register of delegated decisions.
- HRG 23/24/096** **Damage and Incident Report(s).**  
**RESOLVED:** Trustee **NOTED** there were no reports.
- HRG 23/24/097** **Recreation Ground Financial:**
- a) **Bank Balance as at 31/01/2024.**  
 The Clerk to the Council reported the bank balance as of 31 January 2024 being £39,600.23.  
**RESOLVED:** Trustee **APPROVE** the bank balance.
  - b) **Finance Report to 31/01/2024.**  
**RESOLVED:** Trustee **APPROVE** the Income, Expenditure and Variances Report to 31 January 2024.
  - c) **Invoices for endorsement for Payment.**  
**RESOLVED:** Trustee **APPROVE** payment of the schedule of invoices totalling £4,689.73.
- HRG 23/24/098** **Horden CW Cricket Club Ground Planning**  
**RESOLVED:** Trustee instructed Officers to respond to the correspondence.

*The Meeting concluded at 8.05pm*

**Horden Recreation Ground Invoices for Payment - February 2024**

<b>SUPPLIER</b>	<b>DATE</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>	<b>Pay Ref:</b>
Durham County Council	13.02.24	Repair Recoil Starter - Blower	£21.78	100464
Messrs P Hutchinson & Sons	01.02.24	Green Waste Disposal	£240.00	100465
MKM B S (Peterlee) Ltd	09.02.24	Drain Cover	£85.50	100466
Online Playgrounds/Fenland Leisure Products Ltd	07.02.24	5 x Belt Swing Seat	£216.00	100467
Opus Energy	20.02.24	Floodlight (No2) Charges 22/01/2024 - 19/02/2024	£62.80	D/D
Peterlee Town Council	20.02.24	Tree Works	£2,520.00	100468
Geo Robinson & Son	29.02.24	Metal Paint, Brushes & Raw Plugs	£61.24	100469
Select Telecom Limited	31.01.24	Fibre Broadband - February 2024	£47.40	D/D
Thomas Sherriff & Co Ltd	29.02.24	Service & Repair Mower	£458.40	100470
Total Energies	07.02.24	Welfare Park Electricity & Cricket Pavilion Electricity 01/01/2024 - 31/01/2024	£81.23	D/D
Total Energies	07.02.24	Works Building Electricity 01/01/2024 - 31/01/2024 (recharged £62.34 to Heritage Tearooms)	£218.90	D/D
Veolia	31.01.24	Trade Waste 01/01/2024 - 31/01/2024	£228.38	D/D
Veolia	29.02.24	Trade Waste 01/02/2024 - 29/02/2024	£285.48	D/D
Wex	05.02.24	Monthly Card Fee	£4.80	D/D
<b>OTHER PAYMENTS</b>				
Wave	13.02.24	Welfare Park Water 13/11/2023 - 12/02/2024 (£198.00 per month Direct Debit)	£157.82	D/D
		<b>Horden Recreation Ground FEBRUARY 2024 TOTAL</b>	<b>£4,689.73</b>	

**Horden Recreation Ground Committee - Register of delegated decisions**

In accordance with the Openness of Local Government Regulations 2014 s7

<https://www.legislation.gov.uk/uksi/2014/2095/regulation/7/made> , a record of certain decisions taken by officers of the Council under delegated authority

**2023/24**

<b><u>Date</u></b>	<b><u>Details</u></b>	<b><u>Alternative options (if any)</u></b>	<b><u>Details of consultees (if any)</u></b>	<b><u>Reported to Trustee</u></b>
07/03/2024	Horden CW Cricket Club - early entry to Cricket ground to line up with ECB Get set weekend on 23/24 March	none	none	04/04/2024

**Bank Reconciliation Statement as at 29/02/2024  
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	29/02/2024	161	48,571.80
			<hr/> 48,571.80
<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
19/01/2024	DDR	SELECT TELECOM	47.40
			<hr/> 1,854.70
			46,717.10
<u>Unpresented Receipts (Plus)</u>			
27/02/2024	PAY IN		525.00
			<hr/> 525.00
			47,242.10
<b>Balance per Cash Book is :-</b>			<b>47,242.10</b>
<b>Difference is :-</b>			<b>0.00</b>

**Signatory 1:**

Name .....Signed .....Date .....

**Signatory 2:**

Name .....Signed .....Date .....

**HORDEN RECREATION GROUND FINANCE REPORT**

This report details accounts as at 29 February 2024 – accounts on a straight line we should be around 91%.

**EXPENDITURE**

<b>Account</b>	<b>Page</b>	<b>£ Spend/ £ Budget</b>	<b>Explanation</b>	<b>Comment</b>	<b>Reported to Trustee</b>
4120 – Water	1	3,527/2,251	Increased costs		1/2/24
4220 – Play Equipment	1	1591/0	Not budgeted for	Requires transfer from Major Schemes	2/11/23
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**

<b>Account</b>	<b>Page</b>	<b>£ Receipt/ £ Budget</b>	<b>Explanation</b>	<b>Comment</b>	<b>Reported to Trustee</b>
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
1220 – Income water re-charge	1	1,857/500	Meter readings being taken regularly & recharged appropriately		3/8/23
1400 – Income Parish Council Grant	1	50,000/13,6557	Phased transfer to requirement		2/11/23
1402 – Income Grant Donation/Funding	1	9,920/15	AAP funded project paid to incorrect account	Requires transfer from HPC account	4/4/24

## Detailed Receipts &amp; Payments by Budget Heading 29/02/2024

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>100 Income</b>						
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	4,122	4,500	378			91.6%
1210 Electricity Recharge	5,400	7,000	1,600			77.1%
1220 Water Recharge	1,857	500	(1,357)			371.4%
1270 Income-Wayleaves	103	108	5			95.5%
1300 Miscellaneous	177	0	(177)			0.0%
1400 Income-Parish Council Grant	50,000	136,557	86,557			36.6%
1402 Income-Grant Donation/Funding	9,920	15	(9,905)			66133.3
Income :- Receipts	<b>80,528</b>	<b>157,240</b>	<b>76,712</b>			<b>51.2%</b>
<b>Net Receipts</b>	<b>80,528</b>	<b>157,240</b>	<b>76,712</b>			
<b>200 Expenditure</b>						
4070 Professional Fees	7,726	18,000	10,274		10,274	42.9%
4120 Water	3,527	2,251	(1,276)		(1,276)	156.7%
4130 Electricity	8,879	12,612	3,733		3,733	70.4%
4150 Telephone/Fax	411	474	63		63	86.7%
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	3,428	63,000	59,572		59,572	5.4%
4210 Plant and Equipment	1,157	5,000	3,843		3,843	23.1%
4220 Play Equipment	1,591	0	(1,591)		(1,591)	0.0%
4230 Trade Waste	2,731	2,500	(231)		(231)	109.2%
4250 Tools	128	300	172		172	42.8%
4260 Equipment Repairs	1,475	4,000	2,525		2,525	36.9%
4270 Grounds Maintenance	9,075	12,450	3,375		3,375	72.9%
4290 Equipment Fuel	3,052	4,200	1,148		1,148	72.7%
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	829	1,000	171		171	82.9%
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	<b>102,331</b>	<b>157,240</b>	<b>54,909</b>	<b>0</b>	<b>54,909</b>	<b>65.1%</b>
<b>Net Payments</b>	<b>(102,331)</b>	<b>(157,240)</b>	<b>(54,909)</b>			

Detailed Receipts & Payments by Budget Heading 29/02/2024

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Grand Totals:- Receipts	80,528	157,240	76,712			51.2%
Payments	102,331	157,240	54,909	0	54,909	65.1%
Net Receipts over Payments	(21,803)	0	21,803			
Movement to/(from) Gen Reserve	(21,803)					



**Horden Recreation Ground Invoices for Payment - March 2024**

<b>SUPPLIER</b>	<b>DATE</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>	<b>Pay Ref:</b>
Banner	12.03.24	Cleaning Materials	£111.88	
Durham County Council	11.03.24	Service & Repair Allett Mower	£936.08	
Horden Parish Council	12.03.24	Recharge Car Park Repairs	£150.00	TRF
P Hutchinson & Sons	01.03.24	Green Waste Disposal x 6	£144.00	
Origin Amenity Solutions	20.03.24	Wetting Agent, Liquid Fertilizer & Coldstart Fertilizer	£676.80	
Peterlee Town Council	04.03.24	Tree Works 26/02/2024 - 29/02/2024	£2,520.00	
Screwfix	14.03.24	2 x Safety Boots	£69.98	
Select Telecom Ltd	25.02.24	Fibre Broadband - March 2024	£47.40	D/D
Total Energies	05.02.24	Welfare Ground Electricity 01/01/2024-31/01/2024 (Fully Recharged to HCWFC)	£409.16	D/D
Total Energies	05.03.24	Welfare Ground Electricity 01/02/2024-29/02/2024 (Fully Recharged to HCWFC)	£425.63	D/D
Total Energies	07.03.24	Welfare Park Electricity 01/02/2024 - 21/02/2024	£52.83	D/D
Total Energies	07.03.24	Welfare Park Electricity 22/02/2024 - 29/02/2024	£17.29	D/D
Total Energies	08.03.24	Cricket Pavilion Electricity 01/02/2024 - 29/02/2024	£15.61	D/D
Total Energies	07.03.24	Works Building Electricity 01/02/2024 - 29/02/2024 (recharged £49.14 to Heritage Tearooms)	£158.30	D/D
Turfcare Specialists Ltd	12.03.24	Vertical Drain Main Pitch	£480.00	
Wex	04.03.24	Monthly Card Fee	£4.80	D/D
Wex	18.03.24	Equipment Fuel	£121.94	D/D
<b>OTHER PAYMENTS</b>				
Wave	13.03.24	Cricket Pavilion Water 13/12/2023 - 12/03/2024 (£24.00 pcm)	£53.72	D/D
		<b>Horden Recreation Ground MARCH 2024 TOTAL</b>	<b>£6,395.42</b>	

Dear Samantha.

This is an excellent suggestion, my mother loved her bowls and she would be delighted that a tree could be planted in this space. My father had a fondness for an ornamental cherry and if I had a choice this is exactly what I would chose.

It's truly sad that a risk of vandalism remains, it's so destructive to any attempt to improve the environment.

If needed and if permissions are granted, then I could order a UK grown ornamental cherry from a local garden centre, with a stake and ties.

Will the out door team need extra guards or a water skirt?

If this granted then perhaps we could notify the bowling club to witness the planting, I am sure my mother's legacy remains and may still have some friend there still.

Thank you so very much for your time and efforts.

With kind regards

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2024-03-04 13:49, Clerk - Horden Parish Council wrote:

Dear

I have spoken to our Outdoor Team Supervisor who has suggested an ornamental cherry could be planted somewhere around the Bowling Green area. This area is locked other than when matches are on so it is more protected for young trees, as we have had some issues with new trees being vandalised in the park.

If you and your family would be happy with the suggestion, I can take it for approval to the Horden Recreation Ground Committee on 4th April.

Kind regards

Sam  
Samantha J Shippen FCG, FSLCC, CMC  
Clerk to the Council  
Horden Parish Council  
Social Welfare Centre  
Seventh Street  
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