

HORDEN PARISH COUNCIL
Minutes of Meeting held 7th January 2010

Present: Councillor J White (Chairman)
 Councillors R Brown, J Clark, M Clark, W Hill, D Maddison, G Phillips and M Robinson
Staff: Mr P Davison (Clerk), Mrs G M Crute (Assistant Clerk), Mr J Bush (Parks & Cemetery Manager).

Also present: PC D Thompson, Mr J Barnett and Mr D Robinson

HPC **Apologies for Absence.**

09/10/138 **RESOLVED:** Apologies RECEIVED and approved for Councillors E Connor, G Jones, T Jones, G Lavery, G Patterson, W Smith and E Wood

HPC **Minutes of the Meeting of Horden Parish Council held 5th November 2009**

09/10/139 **RESOLVED:** That the minutes be confirmed as a correct record to be signed by the Chairman.

HPC **Matters Arising – Clerk’s Report.**

09/10/140 **P&C 09/10/174** **Cemetery Rules Amendment** – the amendment had been made.
P&C 09/10/177 **Request for Bench** – Daniel Wild’s family have been informed of the Council’s decision.
P&C 09/10/178 **HRFC Storage Building** – the Club have been informed of the Council’s decision.
P&C 09/10/179 **Winter Maintenance** – the Clerk is awaiting further guidance from Durham County Council.
F&GP 09/10/112 **MacMillan Cancer Support** – the Clerk had written to the charity.
F&GP 09/10/116 **Fifth Street Car Park** – covered under item 9 of the F&GP agenda for 7th January 2010.
F&GP 09/10/117 **PI/5/2009/0449** Golf Driving Range – the Clerk had written to the planning authority. The Clerk provided an update and advised that the applicant acceded to the planting scheme but would not agree to the removal or repositioning of holes 1 – 3.
HPC 09/10/134 **Under Age Drinking** – the Clerk had written to Peterlee Police.
HPC 09/10/137 **HCW AFC Electricity** – the Clerk had written to the Club informing them of the decision.

RESOLVED: That

- i) the information be NOTED;
- ii) the Clerk write to Durham County Council requesting the renewal of the formal objection to the development of holes 1-3 were not repositioned and a mature planting scheme was not implemented for planning application PL/5/2009/0449.

HPC **Items Tabled for Information.**

09/10/141 **Hartlepool Mail**

“Power Cable Falls Down” – Monday 30th November 2009
 “Brave Harry Defies Pain to Take Part” – Monday 7th December 2009
 “Chance to Remember Loved Ones” – Monday 14th December 2009

RESOLVED: that the information, be NOTED.

HPC**09/10/142****Police Report.**

The Chairman welcomed PC D Thompson to the meeting who reported on incidents covering 4th December 2009 to 6th January 2010.

Recorded incidents in Horden	270
Burglary	7
Vehicle Crime – theft of	0
Vehicle Crime – theft from	3
Thefts	12
Rowdy, Nuisance Behavior	54
Criminal Damage	9

There were 8 calls for Grants Houses but no recorded incidents.

RESOLVED: the information given, be NOTED.

HPC**09/10/143****Public Participation.**

Mr D Robinson, Centre Field Pavilion, spoke regarding the electricity tariff that the Sunderland Road Pavilion is contracted on till July 2010. He advised that if he took over the payment of the account he could switch suppliers and make significant savings in the region of 50%. He requested the Parish Council give consideration to his request.

PARKS AND CEMETERY COMMITTEE
Minutes of Meeting held 7th January 2010

- Present:** Councillor J White (Chairman)
 Councillors R Brown, J Clark, M Clark, W Hill, D Maddison, G Phillips and M Robinson
- Staff:** Mr P Davison (Clerk), Mrs G M Crute (Assistant Clerk), Mr J Bush (Parks & Cemetery Manager).
- Also Present:** Mr J Barnett
- Apologies:** Councillors E Connor, G Jones, T Jones, G Lavery, G Patterson, W Smith and E Wood
- P&C 09/10/182** **Parks & Cemetery Manager's Report.**
 The report previously circulated covered the period 23rd November to 13 December 2009.
RESOLVED: that
- i) the information given, be NOTED;
 - ii) a new pick up be purchased at a cost of £5,500 with the cost being met from the equipment replacement (parks) reserves
- P&C 09/10/183** **Damage/Incident Reports.**
 The Clerk advised Members of the following damage/incident reports:-
- | | | |
|----------|--------|--|
| 08.12.09 | Damage | Gas Meter Box attached to Welfare House door damaged. The door has been repaired. |
| 25.11.09 | Damage | Cotsford Park Play Area – Multi-Play/Slide burnt down in arson attack. Police Informed. Area fenced off. |
- RESOLVED:**
- i) that the reports be NOTED; and
 - ii) that the Clerk provide an update on the insurance status on the Council's outdoor play equipment.
- P&C 09/10/184** **Sunderland Road Pavilion.**
 The Clerk advised that this item had been requested by Councillor G Jones.
RESOLVED: to DEFER the item to the February meeting as Councillor G Jones was not in attendance.
- P&C 09/10/185** **Winter Gritting.**
 Councillor J Clark enquired whether the weekend workers were able to collect grit/salt and fill empty bin on a weekend during poor weather conditions. The Parks and Cemetery Manager advised that although the weekend workers were primarily employed as part of the Heritage Lottery Grant to work in the Welfare Park they were able to undertake this duty as required. The Clerk advised on previous meetings he had held with Durham County Council with regarding to winter maintenance and on procedures that may be implemented in line with Service Level Agreements with the County Council. He was to have a further meeting within the next week or so and would report back to the Parish Council at a future meeting.
RESOLVED that:-
- i) the information given, be NOTED;
 - ii) a report be awaited from the Clerk on future winter maintenance procedures.

FINANCE AND GENERAL PURPOSES COMMITTEE
Minutes of Meeting held 7th January 2010

Present: Councillor M Robinson (Chairman)
 Councillors R Brown, J Clark, M Clark, W Hill, D Maddison, G Phillips and M Robinson
Staff: Mr P Davison (Clerk), Mrs G M Crute (Assistant Clerk)

Apologies: Councillors E Connor, G Jones, T Jones, G Lavery, G Patterson, W Smith and E Wood

F&GP **Parish Council Financial Status – Bank Balances.**

09/10/118 The Clerk reported the bank balances as at 31/12/2009 being £415,975.53
RESOLVED: That the information be NOTED.

F&GP **Income and Expenditure Report to 30/11/2009**

09/10/119 The report had been previously circulated.
RESOLVED: That the report be NOTED.

F&GP **Cash Cheques.**

09/10/120 The Clerk requested cash cheque totaling £200 (£100 Admin, £80 SWC and £20 Cemetery) be endorsed for payment.
RESOLVED: To ENDORSE cheques for payment.

F&GP **Bank Transfer.**

09/10/121 The Clerk informed Members that the transfer for December was £28,274.19.
RESOLVED: To ENDORSE transfers.

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

09/10/122 **RESOLVED:** To ENDORSE the following invoices for payment:

SUPPLIER	DATE	DESCRIPTION	AMOUNT
A1 Trophies & Engraving	22.12.09	Signs	24.15
Abacus	14.12.09	Wetpour	649.75
BOC	30.11.09	CO2 Monitor	24.67
British Gas	9.12.09	Electricity - Cemetary	62.30
British Gas	9.12.09	Electricity – HCW AFC	382.62
British Gas	9.12.09	Electricity – Works Building	305.80
British Gas	9.12.09	Electricity – SWC	483.67
British Gas	9.12.09	Electricity – Comm Pavilion	21.92
British Gas	9.12.09	Electricity – Welfare Ground	76.29
British Gas	9.12.09	Electricity – Sunderland Road	149.52
British Gas	9.12.09	Electricity – Memorial Park	18.13
B.J Thompson	17.12.09	Internal Audit- Mon 8 th +Tue 9 th Dec 09	440.00
Co-Op Bank	04.01.10	Bank Charges - December	39.96
Easington Tyre Centre	12.12.09	Repair Puncture	12.00
Glasdon UK	10.12.09	2x Dog Bins	507.63
Guy Potts & Co	30.11.09	Halogen lights	10.35
Haswell Catering Service	2.12.09	Buffet+ Cakes+ Fruit	126.50
H B Clark	18.12.09	Bar Supplies	299.60
HB Clark	11.12.09	Bar Supplies	199.73
H.B Clark	4.12.09	Bar Supplies	198.79
H.B Clark	4.12.09	Bar Supplies	933.33
Heineken UK	8.12.09	Bar Supplies	319.21
Heineken UK	14.12.09	Bar Supplies	319.21
Homecare	15.12.09	DIY Goods/Supplies	81.71
Horn's Garden Centre	30.11.09	Trees + Manure	128.79
Horn's Sawmill& DIY	26.11.09	Wooden Boards for Cem boxes	66.24
InBev UK LTD	10.12.09	Bar Supplies	334.37
InBev UK LTD	3.12.09	Bar Supplies	353.72
InBev UK Ltd	17.12.09	Bar Supplies	428.71
Innerglass	11.12.09	Table Stands	130.30
Innerglass	3.12.09	Cleaning SWC, Parks	188.62
Integrated Office Systems	15.9.09	Stationary	38.69
ITC Service LTD	31.12.09	Internet- December	40.25
JJ Tooby	14.12.09	Service + Repair Blower	134.63
J.J Tooby & Co	3.12.09	Service+ Repairs Ransome	280.89

Machine Mart	25.11.09	50m Hose+ Clip	93.79
Mastercopy	17.12.09	Cost per Copy	115.61
M.Storey	22.12.09	Newsletter 09/10	833.75
Maxwells DIY	30.12.09	No More Nails, Key cuts	13.46
NTE Ltd	01.01.10	Telephone Charges	76.36
NTE Ltd	1.12.09	Telephone Maintenance, Telephone	75.64
NEREO	14.12.09	Training - Clerk	138.00
Raby Estates	22.12.09	Christmas Tree	201.25
Sornel LTD	14.12.09	L.E.D Light effects	55.89
Shell	17.12.09	Fuel	211.77
Shell	02.12.09	Fuel	245.54
Spaldings	09.12.09	Jack for Trailer	114.31
Teleshore UK LTD	21.12.09	Hydraulic Bar	37.95
Treasured Memories	4.12.09	Wall Plaque	69.00
Treasured Memories	18.12.09	Plaques	138.00
Uniforms UK	30.06.09	Overpayment	-27.00
Uniforms UK	06.11.09	Staff Clothing	45.72
Uniforms UK	07.07.09	Staff Clothing	56.34
VodaPhone	10.12.09	Mobile Phones	130.68

Invoice Total

£7984.67

F&GP
09/10/123

Members/Officers Allowances.

The Clerk advised that no claims had been received.
RESOLVED: That the information given, be NOTED.

F&GP
09/10/124

Social Welfare Centre Sub-Committee.

RESOLVED: that

- i) the minutes be NOTED;
- ii) SWC/09/10/81 – be APPROVED
SWC/09/10/83 – be APPROVED
SWC/09/10/84 – be APPROVED
SWC/09/10/86 – be APPROVED

F&GP
09/10/125

Precept 2010.

Members gave consideration to the report of the Clerk, which had been circulated.

RESOLVED: that

- i) the fee increases for HCW AFC and the Supporters Club are suspended pending review of letting agreements;
- ii) the precept for 2010/2011 be increased by 4.6% to £470,299.

F&GP
09/10/126

Internal Audit Interim Report 2009.

Members gave consideration to the report of the Internal Auditor and the recommendations contained therein.

RESOLVED: That

- i) the contents of the report, be NOTED;
- ii) that once the list of approved contractors had been compiled then this be submitted to the Parish Council for consideration.

F&GP
09/10/127

Horden Community Plan.

Members gave consideration to the minutes of the Horden Community Plan Steering Group and the requested expenditure.

RESOLVED: that

- i) £150 of High Street Vouchers be awarded by prize draw at the launch of the Community Plan for one winner who completed the Adult Household Survey;
- ii) £50 of High Street Vouchers be awarded by prize draw at the launch of the Community Plan for one winner who completed the Youth Survey (11-17 year olds).
- iii) £20 Book Voucher be awarded by prize draw at the launch of the Community Plan for one winner who completed the young children's survey (3-10 year olds) with stickers to be distributed to all children taking part.

- iv) The Data Centre be given the contract for the postal survey due to the quote being low and able to provide the full service that the Group would expect. Cost of survey distribution based on 30% return £2,632 + VAT;
- v) the Clerk arrange "Horden Community Plan" to be printed onto the envelopes with the Data Centre, subject to an additional expenditure cap of £200.
- vi) The Clerk arrange postal surveys to be distributed in mid to late January and appropriate publicity prior to their launch.

F&GP**09/10/128****Clerks Foundation Course.**

Members gave consideration to the above course which was to be held at Great Aycliffe Town Council on Thursday 25th February 2010 by County Durham and Cleveland County Training Partnership at a cost of £30 plus VAT

RESOLVED: That the Assistant Clerk be AUTHORISED to attend.

F&GP**09/10/129****Planning Applications.**

- **PI/5/2009/0524** – Proposed Change of Use from Open Space to Car Park for Horden Regeneration Partnership
- **PL/5/2009/0492** – Proposed Alterations to Vehicle and Pedestrian Access and Erection of PE Store for Our Lady Star of the Sea RC Primary

RESOLVED: that the information given, be NOTED.

FULL PARISH COUNCIL
Minutes of Meeting held 7th January 2010

- Present:** Councillor J White (Chair)
 Councillors R Brown, J Clark, M Clark, W Hill, D Maddison, G Phillips and M Robinson
- Staff:** Mr P Davison (Clerk), Mrs G M Crute (Assistant Clerk)
- Apologies:** Councillors E Connor, G Jones, T Jones, G Lavery, G Patterson, W Smith and E Wood
- HPC 09/10/144** **Personnel Sub-Committee – 8th December and 15th December 2009.**
RESOLVED: that the minutes, be APPROVED.
- HPC 09/10/145** **Future Jobs Fund.**
 The Clerk advised members of the potential uses of the Future Jobs Fund. Consideration was given to the report of the Clerk, which had been previously circulated.
RESOLVED: that two post for each of the three options detailed in the report be applied for ie Gardener/Gravedigger, Environmental Wardens and Community Support Workers.
- HPC 09/10/146** **DCC Overview and Scrutiny Review.**
 The Clerk advised on correspondence received from Durham County Council regarding anti social behaviour with a focus on environmental crime in parks and open spaces.
RESOLVED that the Clerk respond to Durham County Council highlighting the issue of security in Parks and the need to make people feel secure when visiting the park and the need to encourage the involvement of children in parks to create a sense of ownership.
- HPC 09/10/147** **NALC National Training Strategy Survey.**
 The Clerk advised that he had completed the questionnaire on behalf of the Parish Council, however, if Members wanted they could also complete the questionnaire on an individual basis.
RESOLVED: that Councillors complete the questionnaire if they wished.
- HPC 09/10/148** **Chairing Skills for Elected Members.**
 The Clerk advised on a potential course for Members on Chairing Skills to be held by North East Regional Employers Organisation.
RESOLVED: That
- i) the Clerk advise NEREO that the Parish Council where interested in sending three representatives;
 - ii) Councillor G Phillips, M Robinson and J White be authorised to attend.