

HORDEN PARISH COUNCIL
Minutes of Meeting held 13th May 2010

Present: Councillor J White (Chairman)
 Councillors R Brown, J Clark, M Clark, E Connor, W Hill, G Jones, T Jones, G Lavery, D Maddison, G Patterson, G Phillips, M Robinson and E Wood

Staff: Mr P Davison (Clerk), Mrs G M Crute (Assistant Clerk), Mr J Bush (Parks & Cemetery Manager).

Also present: Sgt I Dickinson and PC D Thompson

HPC **Apologies for Absence.**

10/11/001 **RESOLVED:** Apologies RECEIVED and approved for Councillor W Smith.

HPC **Minutes of the Meeting of Horden Parish Council held 1st April 2010**

10/11/002 **RESOLVED:** That the minutes be confirmed as a correct record to be signed by the Chairman.

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

10/11/003 The Clerk advised there were no matters arising that were not already covered in the agenda.

RESOLVED: That the information be NOTED.

HPC **Items Tabled for Information.**

10/11/004

“Trouble Horden suffer double blow”- Friday 2nd April 2010-
 “Boost for charities”- Thursday 15th April 2010
 “Horden must show Four-titude to beat the drop” Friday 16th April 2010
 “Sam’s the man” Saturday 17th 2010
 “Pair jailed for bonfire night arson ‘prank’”- Tuesday 20th April 2010
 “Horden in title blow” Wednesday 21st April 2010
 “Thorne in side” Saturday 24th April 2010
 “Ferguson warned as Horden crash at Felling” Monday 26th April 2010
 “Great Win puts boxer into semi” Tuesday 27th April 2010
 “The balloon goes up on talent show” – Monday 3rd May 2010
 “Bid Final Farewell to Former School” – Tuesday 4th May 2010
 “Residents show their flower power” – Tuesday 4th May 2010

Durham Association News – April 2010

Green Light – March 2010

RESOLVED: that the information, be NOTED.

HPC **Police Report.**

10/11/005

The Chairman welcomed Sgt I Dickinson and PC D Thompson to the meeting who reported on incidents covering 1st April to 3rd May 2010. PC Thompson also passed on the thanks of himself and his colleagues to former Parish Council employee Miss G Rowe for the assistance she had given them during her employment with the Parish Council.

Recorded incidents in Horden	293
Burglary	4
Vehicle Crime – theft of	1
Vehicle Crime – theft from	3
Thefts	9
Rowdy, Nuisance Behavior	69
Criminal Damage	9

There were 6 calls for Grants Houses, 1 arrest and no recorded incidents.

Sgt Dickinson advised Members of a multi-agency walkabout in Horden on Tuesday 25th May meeting at the Social Welfare Centre at 6.0 pm

Councillor E Connor expressed her concern regarding the recent spate of fires in the Horden area. Sgt Dickinson advised that a group of youths had been visited, however, as there was no evidence there had been no arrests made.

Councillor G Lavery stated that he was pleased to hear of the Walkabout scheduled for Horden in May. He also expressed concern regarding parking issues on Sunderland Road. Sgt Dickinson advised on legislation regarding parking and PC Thompson stated he would issued advisory notices on cars in this area.

RESOLVED: the information given, be NOTED.

HPC
10/11/006

Public Participation.

There were no members of the public present.

PARKS AND CEMETERY COMMITTEE
Minutes of Meeting held 13th May 2010

Present: Councillor T Jones (Chairman)
 Councillors R Brown, J Clark, M Clark, E Connor, W Hill, G Jones, G Lavery, D Maddison, G Patterson, G Phillips, M Robinson, J White and E Wood

Staff: Mr P Davison (Clerk), Mrs G M Crute (Assistant Clerk), Mr J Bush (Parks & Cemetery Manager).

Apologies: Councillor W Smith

P&C 10/11/001 **Minutes of the Meeting of the Parks and Cemetery Committee held 15th April 2010.**

RESOLVED: That the minutes be confirmed as a correct record to be signed by the Chairman.

P&C 10/11/002 **Parks & Cemetery Manager's Report.**

The report previously circulated covered the period 22nd March to April 2010. Councillor T Jones wished to thank the Parks and Cemetery Manager and his staff for the recent work undertaken in providing the Wildlife area at the Cemetery. Councillor Phillips passed her thanks on to the Parks and Cemetery Manager for his work in compiling the 2010 summer activities programme.

RESOLVED: that the information given, be NOTED.

P&C 10/11/003 **Damage/Incident Reports.**

The Clerk advised Members of the following damage/incident reports:-

18.04.10	Damage	Cotsford Park Play Area. Member of the public telephoned Parish Council advising a resident had used a chainsaw to fell tree line adjacent to their house adjacent to the Cotsford Park play area. Police could not enforce as no clear ownership exists and no Tree Preservation Orders are in place. Police informed.
29.04.10	Damage	Welfare Park. Flower Beds pulled and kicked to bits bark chippings thrown around. Police informed. Area Tidied
01.05.10 –	Damage	Welfare Park – Bottom Drive. Flower heads kicked off and scattered over path. Police informed. Area Tidied
02.05.10		
02.05.10 –	Damage	Welfare Park – Bottom Drive. Flower heads kicked off and scattered over path. Police informed. Area Tidied
03.05.10		

RESOLVED: that the reports be NOTED.

P&C 10/11/004 **Third Street Allotment.**

The Clerk advised he had recently spoken with Les Barrass, Horden Surestart regarding this plans to turn the Third Street Allotment into a community garden. Due to problems relating to public liability insurance they have now had to withdraw from the scheme. The area needed to be tidied up and made safe.

RESOLVED: to note the information and the area be tidied up and made safe.

P&C 10/11/005 **Green Leaf Café Licence.**

Members gave consideration to the report which had been previously circulated. A Member enquired whether we owned the Welfare Park the Clerk advised that we leased it from CISWO.

RESOLVED: that

- i) that Option 1 be APPROVED as detailed in the report;
- ii) the Clerk request a review of the accounts for the Café and investigate the possibility of charging rental, and report back.

P&C
10/11/006 **Stayplton Drive MUGA Pitch.**
The Clerk advised on a meeting he had held with local residents regarding the MUGA site who voiced their concerns regarding the sites fence height and anti-social behaviour. The Clerk further advised that the developer were still required to install the electricity meter before the Parish Council could adopt the site, and that this was likely to be April 2011 at least as 2010/11 budgets did not include this, due to no handover date being issued by the developer.

Much discussion ensued regarding the continuing viability of the site and Members felt that further investigation into what options were available to the Parish Council as the fence height and anti-social behaviour issues currently experienced would continue in the long-term.

RESOLVED that the Clerk look at the options regarding viability of the MUGA site and report back.

P&C
10/11/007 **Cotsford Park Play Area.**
The Clerk advised on a recent incident where a resident had cut down trees at the Cotsford Park Play area. This area of land is not owned by either the Parish Council or the County Council. It was felt that if the trees were removed from the area then this would assist in the problems being encountered with rubbish gathering.

RESOLVED: that

- i) the Clerk investigate the ownership of the land.
- ii) the Clerk discuss waste/tree management options with Durham County Council and report back.

P&C
10/11/008 **Horden Cricket Club Changing Rooms.**
Members gave consideration to the development plan submitted by Horden Cricket Club, however, felt that further explanation was needed on the following; How much money have they requested from Awards for All, How long was the quote valid for, Why had they now extended the scheme.

RESOLVED: that the Clerk request the answers to the questions detailed and advise the Cricket Club that any works to be carried out in addition to the changing rooms would require the consent of the Parish Council.

P&C
10/11/009 **Love Parks Week.**
The Clerk advised that the Parish Council were already holding events in the Park during the period 24th July to 1st August with their summer activities programme.

RESOLVED: that the information given, be NOTED.

P&C
10/11/010 **Armed Forces Day.**
The Clerk advised that Armed Forces Day was to be held on 20th June 2010. Members felt that is the Parks and Cemetery Manager were able to put some events on at no additional expense and within his current workloads then this could be carried out this year, otherwise it would need to be included in the precept for the next financial year.

RESOLVED: to APPROVE the Armed Forces Day subject to costs and work loads.

FINANCE AND GENERAL PURPOSES COMMITTEE
Minutes of Meeting held 13th May 2010

Present: Councillor E Connor (Chairman)
 Councillors R Brown, J Clark, M Clark, W Hill, T Jones, G Lavery, D Maddison, G
 Patterson, G Phillips, M Robinson, J White and E Wood

Staff: Mr P Davison (Clerk), Mrs G M Crute (Assistant Clerk)

Apologies: Councillor W Smith

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

10/11/001 The Clerk reported the bank balances as at 30/04/2010 being £522,602.56.

RESOLVED: That the information be NOTED.

F&GP **Income and Expenditure Report to 31/03/2010.**

10/11/002 The report was circulated at the meeting.

RESOLVED: That the report be NOTED.

F&GP **Cash Cheques.**

10/11/003 The Clerk requested cash cheque totaling £280 (£150 SWC, £100 Admin and £30 Cemetery) be endorsed for payment.

RESOLVED: To ENDORSE cheques for payment.

F&GP **Bank Transfer.**

10/11/004 The Clerk informed Members that the transfer for April was £33,415.62.

RESOLVED: To ENDORSE transfers.

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

10/11/005 **RESOLVED:** To ENDORSE the following invoices for payment:

SUPPLIER	DATE	DESCRIPTION	AMOUNT
Ashley Gases Ltd	28.04.10	Co2	16.63
BOC	31.03.10	SWC Co2 monitor	25.91
BOC	30.04.10	CO2 Monitor	25.91
Booker	07.04.10	Bar supplies, Tea bags	176.99
Booker	28.04.10	Bar Supplies	315.78
British Gas	19.04.10	Electricity – Cemetery	79.17
British Gas	14.04.10	Electricity – HCW AFC	234.30
British Gas	14.04.10	Electricity – Works Building	216.98
British Gas	14.04.10	Electricity – SWC	509.60
British Gas	14.04.10	Electricity – Comm. Pavilion	6.15
British Gas	14.04.10	Electricity – Sunderland Road	308.52
British Gas	14.04.10	Electricity – Memorial Park	19.55
British Gas	22.04.10	Electricity – Welfare Ground	82.58
British Gas	22.04.10	Electricity – Welfare Ground	-68.31
Co-Op Bank	06.04.10	Bacs charges	44.64
Co-operative Bank	04.05.10	Bank Charges - April	34.97
Coors	16.04.10	Bar Supplies	226.01
Coors	30.04.10	Bar Supplies	239.35
D.C.C	31.03.10	Restart tractor	34.90
D.C.C	01.04.10	Lease of Land BMX Track	75.00
D.C.C	29.03.10	SWC lift service	53.83
D.C.C	22.02.10	New Pump for heating system	192.77
Diesel TVC	06.05.10	Gear Box to Roller	470.00
Easington Tyre Centre	25.03.10	Puncture repair	5.00
Easington Tyre Centre	08.04.10	Replace Tyre on Van	47.00
Easington Tyre Centre	06.04.10	Puncture Repair	10.00
Easington Tyre Centre	09.03.10	Puncture Repair	5.00
Easington Tyre Centre	09.03.10	Puncture Repair	10.00
Furture@ Work	30.03.10	Steel folding chairs	2702.50
Harbro Electrical Ltd	30.04.10	Florescent Tubes	44.06
Hales Own	04.04.10	Summer Activities - Prizes	334.80
H B Clark	30.04.10	Bar Supplies	514.62
H.B Clark	16.04.10	Bar Supplies	324.79
Homecare	21.04.10	Various DIY	80.00
Horns Garden Centre	30.04.10	Chain	27.89
Horns Garden Centre	31.03.10	Shrubs	435.63
ICCM	01.04.10	ICCM membership renewal	85.00
Informnorth	19.02.10	Newsletter	851.87

ITC Service Ltd	30.04.10	Internet	41.13
IPGS	20.04.10	IPGS membership 10/11	125.00
Iris Software & Service	28.4.10	Payroll Support	264.38
Leamside Nurseries	28.04.10	Plants	70.00
Lloyd	07.04.10	Replace Drive Belts	233.77
Lloyd	23.04.10	Repairs to Ride-on	238.25
Local Govern Assoc	31.03.10	Growing in Community	15.00
MacDonald Martin	23.04.10	Service Fire Extinguisher - Cem	38.78
MacDonald Martin	23.04.10	Service Fire Alarms – SWC	118.03
MacDonald Martin	23.04.10	Service Fire Alarms – Football Stad	88.13
MacDonald Martin	23.04.10	Service Fire Extinguisher – F’ball	40.54
MacDonald Martin	23.04.10	Service Fire Extinguisher - Bowls	60.63
MacDonald Martin	23.04.10	Service Emergency Lights - Works	88.13
MacDonald Martin	23.04.10	Service Fire Extinguisher - Cricket	34.78
MacDonald Martin	23.04.10	Service Fire Extinguisher – W Park	84.13
MacDonald Martin	23.04.10	Service Fire Extinguisher – Memor	85.91
MacDonald Martin	23.04.10	Service Fire Extinguisher - Works	134.67
MacDonald Martin	23.04.10	Service Fire Extinguisher – SWC	441.46
MacDonald Martin	23.04.10	Service Fire Extinguisher - Cafe	47.70
MacDonald Martin	23.04.10	Service Fire Alarm - Cafe	90.48
Mastercopy	19.04.10	Cost per Copy	214.61
Maxwells DIY	23.04.10	Various Hardware	292.10
Maxwells DIY	01.04.10	DIY Goods	131.36
National First	09.04.10	Sharps Training	1458.20
NEREO	20.04.10	CRB Disclosure	43.05
Newsquest	10.04.10	Job Advertisement	895.69
Newsquest	10.04.10	Job Advertisement	117.50
North East Regional Employers	06.04.10	Advisory service to 31 st March 2011	320.78
NTE Ltd	01.05.10	Telephones - April	79.56
Protec	13.04.10	Work Boots & Wellies	82.25
Proludic	30.04.10	Play Equipment	357.44
RBS Software	30.04.10	Year End Accounts	542.56
Rickerby	31.03.10	Service Iseki Tractor	815.61
Rickerby	31.03.10	Service Kubota Ride-on	299.12
Rickerby	31.03.10	Repairs to cricket roller	1046.67
Rickerby	31.03.10	Adjustment bracket	55.64
Rickerbys	30.04.10	Repairs Gangs	163.15
Rickerbys	30.04.10	Repairs Tractors	640.29
Rigby Taylor	16.04.10	Fertilizer	220.26
Shell	02.04.10	Fuel	352.91
Shell	17.04.10	Fuel	117.48
Shell	02.05.10	Fuel	372.51
SLCC	22.04.10	Burial Rights Seminar	70.50
Spaldings	26.03.10	Hoes & Rakes	97.76
TJ’s Heating & Home improvements	20.04.10	Boiler Repair Cem Lodge	171.00
TJ’s Heating & Home improvements	04.05.10	Emergency Repairs WC Cricket	105.00
Total	20.04.10	SWC Gas	4129.68
Treasured Memories	09.04.10	Memorial Plaque	140.24
Vodafone	13.04.10	Mobile Phones	134.12
Wearside Contractors	31.03.10	Repairs to Park House	4453.96
XE-UK	04.03.10	Fancy Dress Goods	45.00
Zurich	22.04.10	Advisory Service	170.38
		Invoice Total for April	29276.67

F&GP
10/11/006

Members/Officers Allowances.

The Clerk advised he had received participations claims totaling £1715.79 for Councillors G Jones, D Maddison and G Lavery; a mileage claim for Councillor J Clark of £34.74 and travel expenses from himself of £110.90.

RESOLVED: That the payments be ENDORSED.

F&GP
10/11/007

Social Welfare Centre Sub-Committee.

RESOLVED: that

- i) the minutes be NOTED;
- ii) SWC/09/10/114 – be APPROVED

- F&GP**
10/11/008 **Electricity Utility Providers.**
The Assistant Clerk advised Members that the current electricity contract was due for renewal in July and she had investigated various suppliers and provided them with a comparison of two suppliers and outlined the pros and cons of each of the suppliers.
RESOLVED: that a one year contract be entered into with British Gas.
- F&GP**
10/11/009 **Internal Auditor Appointments.**
The Clerk, Mr P Davison, declared a personal interest in the matter due to the fact he'd had a working relationship with one of the applicants.
Members gave consideration to the report of the Clerk, which had been previously circulated.
RESOLVED: that the Mr G Fletcher be appointed as the Parish Council's Internal Auditor.
- F&GP**
10/11/010 **Provision of HR Services.**
Members gave consideration to the report of the Clerk, which had been previously circulated regarding the procurement of HR Services.
RESOLVED: that a collective purchasing agreement with Peterlee and Seaham Town Councils be entered into with Ellis Whittam for three years subject to an amicable distribution of costs between the three councils and that the costs would not dramatically increase after the first year.
- F&GP**
10/11/011 **NEREO Seminar "Employment Law Update".**
Members gave consideration to the attendance of the Clerk at the above Seminar to be held on Wednesday 16th June at the Stadium of Light, Sunderland at a cost of £120 plus VAT.
RESOLVED: that the Clerk be AUTHORISED to attend.
- F&GP**
10/11/012 **Society of Local Council Clerk's Regional North East Conference.**
Members gave consideration to the attendance of the Clerk at the above Conference to be held on Tuesday 8th June at Shotton Hall, Peterlee at a cost of £55 plus VAT.
RESOLVED: that the Clerk be AUTHORISED to attend.
- F&GP**
10/11/013 **NALC Members Networking Lunch.**
Consideration was given to the attendance of Councillors at the NALC Members Networking Lunch to be held at the Radisson Hotel, Durham on Friday 10th September 2010 at a cost of £38.50 plus VAT.
RESOLVED: that Councillors J Clark and J White be AUTHORISED to attend.
- F&GP**
10/11/014 **NEREO Seminar "Getting the most from Value for Money and Service Reviews".**
Consideration was given to the attendance of Councillors at the above Seminar at the Thistle Hotel, Middlesbrough on Thursday 17th June free of charge.
RESOLVED: that Councillors M Robinson, G Phillips and J White be AUTHORISED to attend.
- F&GP**
10/11/015 **Car Allowance Scheme.**
Members gave consideration to the NJC Car Allowances for 2010/11, which had been previously circulated.
RESOLVED: to ADOPT the NJC Car Allowance Rates for 2010/11.
- F&GP**
10/11/016 **Great North Air Ambulance.**
The Clerk advised Members on correspondence received from Great North Air Ambulance thanking the Parish Council for their recent donation.
RESOLVED: that the letter be RECEIVED and displayed on the noticeboard.

- F&GP**
10/11/017 **Help for Heroes.**
The Clerk advised Members on correspondence received from Help for Heroes thanking the Parish Council for their recent donation.
RESOLVED: that the letter be RECEIVED and displayed on the noticeboard.
- F&GP**
10/11/018 **Report on Grants and Donations 2009/10.**
Members gave consideration to the report of the Clerk on Grants and Donations for 2009/10, which had been previously circulated.
RESOLVED: the information given, be NOTED.
- F&GP**
10/11/019 **Butterwick House Children's Hospice.**
The Clerk advised on correspondence received from the above organisation.
RESOLVED: That a donation of £100 be made under the Local Government Act 1972, s. 137.
- F&GP**
10/11/020 **Horden Mechanics Social Club.**
The Clerk advised on correspondence received from the above organisation.
RESOLVED: That a donation of £150 be made under the Local Government Act 1972, s. 145.
- F&GP**
10/11/21 **Hardwick House Planning Application**
The Clerk advised Members that the above application which was refused planning permission.
RESOLVED: that the information given, be NOTED.
- F&GP**
10/11/22 **Planning Applications.**
- PL/5/2010/0147** - Mr K. Birks, 22 Fairport Terrace, Horden, Kitchen and Bathroom Extension to Rear and Conservatory to Front.
- PL/5/2010/0170 (enclosed)** – Mr M Walsh, 40 Newcastle Avenue, Horden, Garden Room Extension.
- RESOLVED:** that the information given, be NOTED.

FULL PARISH COUNCIL
Minutes of Meeting held 13th May 2010

- Present:** Councillor J White (Chair)
 Councillors R Brown, J Clark, M Clark, E Connor, W Hill, T Jones, G Lavery, D Maddison, G Patterson, G Phillips, M Robinson and E Wood
- Staff:** Mr P Davison (Clerk), Mrs G M Crute (Assistant Clerk)
- Apologies:** Councillor W Smith
- HPC 10/11/007** **Personnel Sub-Committee Meetings held 21st and 26th April 2010.**
RESOLVED: that the minutes, be APPROVED.
- HPC 10/11/008** **Councillor W Smith.**
 The Clerk advised on correspondence received from Councillor W Smith.
RESOLVED: to allow an extension of absence for Councillor Smith and to be reviewed in September 2010.
- HPC 10/11/009** **Provision of Ward Information.**
 Councillor J Clark requested that Councillors are kept up to date of any events which happen in their Ward. It was felt that this could be done via e-mail or telephone.
RESOLVED that the Clerk keep Members update on issues that arise in the Parish between meetings.
- HPC 10/11/010** **Traveller Occupation of Seaview Industrial Estate.**
 The Clerk updated Members on the current situation regarding the current traveler occupation on the industrial estate and that he had spoken with Durham County Council's Traveller Liaison Officer with reference to any future occupation of land in Horden and the possibility of the annual Horse Fayre returning in 2010.
- A report was to be submitted to Durham County Council's in the near future on a policy for travellers. The Clerk had requested a copy of the report.
RESOLVED: that the information given, be NOTED and the Clerk keep Members updated.
- HPC 10/11/011** **Cotsford Park Public Rights of Way.**
 The Clerk updated Members on the ongoing right of way issue at Cotsford Park and advised of a site meeting with Durham County Council on 19th May at 1.00 pm to which Members were invited to attend.
RESOLVED: that the information given, be NOTED.
- HPC 10/11/012** **Dispensation Requests.**
 The Clerk updated Members on the renewal of dispensation and that they were not required to be updated till the next Parish Council elections.
RESOLVED: that the information given, be NOTED.
- HPC 10/11/013** **Provision of Barrier on South Terrace.**
 The Clerk updated Members on an incident which had recently occurred with a child running from the Social Welfare Centre car park onto South Terrace and request received for a barrier to be installed at this location.
RESOLVED: that the Clerk write to Durham County Council – Highways Section requesting a barrier be installed at this location.
- HPC 10/11/014** **Exclusion of the Press and Public.**
RESOLVED: That in accordance with Section 2 of the Public Bodies (Admission to Meetings) Act, 1960, the press and public be excluded from the meeting for the following item of business on the grounds that it involves information prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

- HPC**
10/11/015 **HCW AFC Tenancy.**
The Clerk advised Members that the HCW AFC had been served with a Notice to Quit, however, following the notice being served a meeting was held on Wednesday 12th May between the Clerk, Chairman of the Parish Council, Chairman of Finance and General Purposes Committee and representatives of HCW AFC where a payment of £3016.60 had been made. The Notice to Quit was now held in abeyance subject to conditions regarding payment of outstanding accounts to be paid by end of March 2011.
RESOLVED: that the information given, be NOTED.
- HPC**
10/11/016 **Staff Sickness Report 2009/10.**
The Clerk circulated a copy of staff sickness for 2009/10 to Members.
RESOLVED:
i) the information given, be NOTED and treated as confidential information not to be disclosed to the public;
ii) any queries should be raised direct with the Clerk.
- HPC**
10/11/017 **Clerk's Salary Increment.**
RESOLVED: that the Chairman and Vice-Chairman of the Parish Council arrange with the Clerk for his 12 month appraisal, details of which should be reported back to the next Parish Council Meeting where consideration will be given to the awarding of the increment.