

HORDEN PARISH COUNCIL
Minutes of Meeting held 3rd June 2010

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

Staff: Mr P Davison (Clerk), Mrs G M Crute (Assistant Clerk), Mr C Muir (Parks & Cemetery Team Leader).

Also present: PC A Holland

HPC **Apologies for Absence.**

10/11/018 **RESOLVED:** Apologies RECEIVED and approved for R Brown, G Lavery, D Maddison and W Smith

HPC **Minutes of the Meeting of Horden Parish Council held 13th May 2010**

10/11/019 **RESOLVED:** That the minutes be confirmed as a correct record to be signed by the Chairman.

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

10/11/020 **P&C** **Third Street Allotment**
10/11/004 The Parks and Cemetery Manager had arranged for staff to make safe the fencing and strim the overgrown area once Green Flag judging for the Thorpe Road Cemetery was completed on 26th May 2010.

P&C **Stayplton Drive MUGA Pitch**
10/11/006 The Clerk has contacted the case officer regarding the MUGA pitch at Durham County Council and is awaiting further advice on options available.

P&C **Cotsford Park Play Area**
10/11/007 The Clerk arranged to meet with John Lowes from Durham County Council regarding tree maintenance arrangements at the play area, however DCC failed to turn up and no apology was given. The Clerk would continue to arrange a meeting to discuss.

P&C **Horden Cricket Club Changing Rooms**
10/11/008 The Assistant Clerk spoke to Adam Dixon from Horden Cricket Club regarding the questions raised at the last meeting. Mr Dixon advised that the application for Awards For All was for the fully amount of £7,500 and that the quote was indefinite as it was from one of their Club members business. The information regarding the cricket cage/nets was an enquiry regarding planning permission. The Clerk had advised that planning permission would be required. Mr Dixon is aware that if he were to progress this scheme he would need to seek approval from the Parish Council and if this were the case it wouldn’t be till the end of this year/beginning of next year.

P&C **Armed Forces Day**
10/11/010 Due to timing and costs, it had not been feasible to hold an event for 2010. However, the Horden War Memorial Group can now plan for 2011.

F&GP **Provision of HR Services**
10/11/010 The Clerk is waiting for a suitable date for the Clerk’s of the three Council’s to progress.

F&GP **NALC Members Networking Lunch**
10/11/013 Due to delegate number restrictions, Councillor J Clark cannot attend unless space becomes available.

HPC **Councillor W Smith**
10/11/007 The Clerk had written to Councillor Smith.

PARKS AND CEMETERY COMMITTEE
Minutes of Meeting held 3rd June 2010

- Present:** Councillor T Jones (Chairman)
 Councillors J Clark, M Clark, E Connor, W Hill, G Jones, 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 R Brown, G Lavery, D Maddison and W Smith

P&C **Parks & Cemetery Manager's Report.**

10/11/011 The report previously circulated covered the period 3rd May to 23rd May 2010. The Chairman expressed his thanks to the Parks and Cemetery staff for their hardwork in the Cemetery prior to the Greenflag inspection. Members gave consideration to the use of red diesel in the Parish Council's tractors and ride-ons.

RESOLVED: that

- i) the information given, be NOTED;
- ii) the Clerk investigate the legalities of using red diesel, potential savings involved and report back.

P&C **Damage/Incident Reports.**

10/11/012 The Clerk advised Members of the following damage/incident reports:-

- | | | |
|----------|----------|---|
| 04.05.10 | Incident | Dene Area Outside Bottom of Cemetery. Large fire in the Dene area at the bottom of D Section of the Cemetery. Fire Brigade were let into cemetery by Parish Council staff. |
| 05.05.10 | Damage | Welfare Park – Bottom of Main Drive. Bottom flower bed had been ran through resulting in damaged to flower heads. Broken plant heads removed. Police informed. |
| 06.05.10 | Incident | SWC Car Park – Members of Line Dancing reported scratch down side of car. |
| 13.05.10 | Incident | Sunderland Road Café. After the Café had closed youths were found kicking balls of the building, snapping branches of trees and riding bikes on the bank side. Parks and Cemetery Team Leader approached youths and dealt with the issue, he feels the issue may continue during the light nights. Having informed Parks and Cemetery Manager the Parks and Cemetery Team Leader will now contact street wardens and police direct. |
| 23.05.10 | Incident | Church Green. Whilst litter picking Memorial Park and Church Green some needles where found. Street Wardens informed. Needles removed. |

RESOLVED: that

- i) the reports be NOTED;
- ii) the Clerk contact Sgt Dickinson regarding the problems being encountered at Sunderland Road after the Café is closed.

P&C **Horden in Bloom 2010.**

10/11/013 Councillor Hill advised Members on the increase in sponsorship that would enable the planting of the tubs throughout the village for the forthcoming year.

RESOLVED: the information given, be NOTED.

P&C **Thorpe Road Cemetery, Green Flag Application.**
10/11/015 The Clerk advised on the recent Green Flag inspection of the Cemetery and the excellent work that had been carried out by the staff that made the grounds of the Cemetery look exemplary.

RESOLVED: that the information given, be NOTED.

P&C **BMX Track/Skate Park.**
10/11/016 Councillor Robinson advised Members that PCSO S Bowman had spoken with herself and Councillor Phillips about the BMX Track being used by children as a skate park, however, the track needed upgrading to make it into a skate park. She requested that money be budgeted for improvements for the next year and the area be tidied up for now.

RESOLVED that:

- i) the Clerk look at the lease for the BMX Track to see if there were any restrictions on use;
- ii) the Clerk look at potential funding schemes for the improvements and report back to future meeting.

FINANCE AND GENERAL PURPOSES COMMITTEE
Minutes of Meeting held 3rd June 2010

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

Staff:

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

Apologies: Councillor R Brown, G Lavery, D Maddison and W Smith

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

10/11/023 The Clerk reported the bank balances as at 28/05/2010 being 476,529.20

RESOLVED: That the information be NOTED.

F&GP **Income and Expenditure Report to 30/04/2010.**

10/11/024 The report was circulated at the meeting.

RESOLVED: That the report be NOTED.

F&GP **Cash Cheques.**

10/11/025 The Clerk requested cash cheque totaling £200 (£100 SWC and £100 Admin) be endorsed for payment.

RESOLVED: To ENDORSE cheques for payment.

F&GP **Bank Transfer.**

10/11/026 The Clerk informed Members that the transfer for May was £46,073.36.

RESOLVED: To ENDORSE transfers.

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

10/11/027 **RESOLVED:** To ENDORSE the following invoices for payment:

| SUPPLIER | DATE | DESCRIPTION | AMOUNT |
|---------------------------|-------------|--|---------------|
| Booker | 12.05.10 | Bar Supplies | 221.00 |
| British Gas | 12.05.10 | Electricity – Cemetery | 64.82 |
| British Gas | 12.05.10 | Electricity – HCW AFC | 143.81 |
| British Gas | 12.05.10 | Electricity – Works Building | 242.45 |
| British Gas | 12.05.10 | Electricity – SWC | 420.16 |
| British Gas | 12.05.10 | Electricity – Comm. Pavilion | 40.62 |
| British Gas | 12.05.10 | Electricity – Sunderland Road | 270.76 |
| British Gas | 12.05.10 | Electricity – Memorial Park | 16.24 |
| British Gas | 12.05.10 | Electricity – Welfare Ground | 59.41 |
| British Telecom | 13.05.10 | Line Rental | 159.55 |
| B J Thompson | 13.05.10 | Internal Audit Year End | 440.00 |
| Builders Warehouse NE Ltd | 07.04.10 | Gravel | 31.73 |
| BNP | 05.06.10 | Photocopier Rental | 371.59 |
| Co-operative Bank | 01.06.10 | Bank Charges - May | 54.26 |
| Coors | 07.05.10 | Bar Supplies | 225.01 |
| Coors | 14.05.10 | Bar Supplies | 603.20 |
| Coors | 28.05.10 | Bar Supplies | 272.99 |
| D.C.C | 18.05.10 | SWC – Premises Licence | 180.00 |
| Frank Wheatley | 03.06.10 | Emergency Works – Grandstand/Changing Rooms | 500.84 |
| Frank Wheatley | 03.06.10 | SWC Lights/Emergency Works at Sunderland Road Pavilion | 344.98 |
| Greenspace Forum Ltd | 13.05.10 | Membership Renewal | 175.00 |
| Guy Potts & Co | 30.04.10 | Grease Gun/Visors | 53.46 |
| H B Clark | 07.05.10 | Bar Supplies | 433.06 |
| H B Clark | 14.05.10 | Bar Supplies | 28.76 |
| Homecare | 20.05.10 | DIY Goods | 59.63 |
| Hydraulic Tech Services | 18.05.10 | Tractor Hose | 22.08 |
| Integrated Office Systems | 12.05.10 | Paper | 87.13 |
| ITC Service Ltd | 14.05.10 | IT – Call Out | 101.83 |
| Leamside Nurseries | 19.05.10 | Plants | 90.00 |
| Lloyds | 19.05.10 | Main Drive Belts Kubota | 274.39 |
| MacDonald Martin | 25.05.10 | Repairs to Emergency Lights SWC | 117.50 |
| Machine Mart | 17.05.10 | Mini Compressor | 11.73 |
| Mastercopy | 19.05.10 | Cost per Copy | 161.43 |
| Maxwells | 31.05.10 | DIY Goods | 141.88 |
| NALC | 20.05.10 | Members Networking Lunch | 45.00 |
| NEREO | 19.05.10 | CRB Check | 43.05 |

F&GP **Training Room.**

10/11/034 Councillor G Jones spoke regarding the conditions in the Training Room when the room was used and that there was a need for the extractor fan to be used and cool water to be provided. Members discussed the various options available in providing water to the meeting room.

RESOLVED: that the Assistant Clerk obtain quotations for the provision of a water cooler to the Training Room for the next meeting.

F&GP **Safer Cemeteries Seminar.**

10/11/035 Consideration was given to the attendance of the Parks and Cemetery Manager and Clerk to the above Seminar to be held on Tuesday 7th September at Manchester, free of charge.

RESOLVED: that the Parks and Cemetery Manager and the Clerk be AUTHORISED to attend.

F&GP **Planning Applications.**

10/11/36 **PL/5/2010/0208** - Proposed Rear Extension at 5 Wilkinson Road, Horden for Mr B Armstrong

PL/5/2010/0216 – Proposed Single Storey Rear Extension at 5 Hillside Villas, Horden for A Hickman

PL/5/2010/0186 – Proposed Single Storey Front and Two Storey Rear Extensions at 12 Windsor Terrace, Horden for Mr A Richardson

PL/5/2010/0191 – Proposed Rear Extension at 4 Hudson Avenue, Horden for Mr C Cain.

RESOLVED: that the information given, be NOTED.

FULL PARISH COUNCIL
Minutes of Meeting held 3rd June 2010

- Present:** Councillor J White (Chair)
 Councillors J Clark, M Clark, E Connor, W Hill, G Jones, T Jones, G Patterson, G Phillips, M Robinson and E Wood
- Staff:** Mr P Davison (Clerk), Mrs G M Crute (Assistant Clerk)
- Apologies:** Councillor R Brown, G Lavery, D Maddison and W Smith
- HPC** **Civil Parking.**
10/11/024 Dave Lewin, Team Leader, Traffic Section, Durham County Council spoke on civil parking enforcement detailing the benefits of the scheme and requested that the Parish Council write a letter of support for the scheme. Members asked Mr Lewin a number of questions regarding Civil Parking.
RESOLVED: that Horden Parish Council write a letter of support to Durham County Council regarding the aim to obtain civil parking enforcement in the North Durham area.
- HPC** **County Durham Plan.**
10/11/025 The Clerk advised on correspondence received from County Durham Association of Local Councils regarding the County Durham Plan.
RESOLVED: that the information given, be NOTED.
- HPC** **Places to Go Website.**
10/11/026 The Clerk advised Members on the "places to go" website which was linked to the Durham County Council website which could be used to advertise events held by the Parish Council and in promoting the Social Welfare Centre. Subscription to the website was free.
RESOLVED: to participate in the website.
- HPC** **CDALC Executive Committee.**
10/11/027 Members gave consideration on correspondence received regarding the nominations for the CDALC Executive Committee.
RESOLVED: that the Clerk report back to the July meeting on any further nominations received.
- HPC** **NALC Bulletin.**
10/11/027 The Clerk updated Members on NALC Bulletin which had been circulated with the agenda.
RESOLVED: that the information given, be NOTED.
- HPC** **Durham County Council Residents Service.**
10/11/028 Members gave consideration to correspondence received from Durham County Council regarding the carrying out of a survey of residents in County Durham.
RESOLVED: that the information given, be NOTED.
- HPC** **National Association of Councillors.**
10/11/029 The Clerk advised on correspondence received from the National Association of Councillors requesting the Parish Council's delegate to the Association.
RESOLVED: that Councillor J Clark be NOMINATED to be the Parish Council's delegate to the National Association of Councillors.
- HPC** **Exclusion of the Press and Public.**
10/11/030 **RESOLVED:** That in accordance with Section 100(A) of the Local Government Act, 1972 as amended by the Local Government (Access to Information) Act, 1985 the press and public be excluded from the meeting for the following item of business on the grounds that it involves confidential information.
- HPC** **HCW AFC Tenancy.**
10/11/031 The Clerk updated Members on information regarding the ongoing electricity dispute between the Parish Council and HCW AFC.
RESOLVED: that the actions of the Clerk be ENDORSED.

HPC**10/11/032****Clerk's Salary Increment.***The Clerk declared a personal and prejudicial interest and left the meeting.*

The Chairman advised Members on the recent appraisal which had been undertaken by herself and the Vice-Chairman.

RESOLVED: that the Clerk be awarded a salary increment back dated to 1st April 2010.