

HORDEN PARISH COUNCIL
Minutes of Meeting held 7th June 2012

Present: Councillor J White (Chairman)
 Councillors J Clark, M Clark, E Connor, W Hill, D Langan, G Lavery, D Nicol, G Phillips,
 I Roberts, M Robinson, W Smith and E Wood.

Staff: Mr P Davison (Clerk), Mrs J S Hunt (Assistant Clerk).
 Mr J Bush (Parks and Cemetery Manager)

Also Present: PCSOs David and Carol. P Stradling (public)

HPC **Apologies for Absence.**
12/13/041 **RESOLVED:** Apologies RECEIVED and approved for R Bagnall.

HPC **Minutes of the Meeting of Horden Parish Council held 3rd May 2012**
12/13/042 **RESOLVED** that;
 i. the minutes be NOTED.
 ii. Minute no: F&GP 12/13/013 – be APPROVED.
 iii. Minute no: HPC 12/13/040 – be APPROVED.

HPC **Matters Arising – Clerk’s Report.**
12/13/043 There were no matters arising that were not already covered in the agenda.
RESOLVED: That the information be NOTED.

HPC **Items Tabled for Information.**
12/13/044 **Hartlepool Mail**
 Wednesday 30th May 2012 “Takeaway Crash Raider is Jailed”
 Thursday 31st May 2012 “Bid to change laws on guns”
RESOLVED: that the information, be NOTED.

HPC **Police Report.**
12/13/045 The Chairman welcomed David and Carol to the meeting who reported on incidents covering the period 5th May – 31st May 2012.

Recorded incidents in Horden	
Burglary	8
Vehicle Crime – theft of	3
Vehicle Crime – theft from	10
Thefts	21
Rowdy, Nuisance Behavior	56
Criminal Damage	16

There were 0 Recorded incidents for Grants Houses.

PCSO Carol gave a brief update with regard to ongoing issues with Church Green. She advised that there had been no complaints recently.

PCSO David advised that there had been 2 males arrested in connection with shed burglaries in the area.

Councillor G Lavery advised that with regard to Memorial Park, there were one or two moving in with drink and that they may need to monitor. Carol agreed that they would monitor the situation.

Councillor G Phillips advised that she was concerned with the amount of youths gathering on the green beside the MUGA. Carol advised that she would report Councillor Phillip’s concerns.

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Councillor E Connor advised that youths were frequently gathering and lighting fires on the beach banks at the Lime Kiln Gill end of Horden on evenings and weekends. Carol advised she would feedback to the Police. She enquired which areas Members would like as PACT priorities. It was decided that there would be three, number one being Memorial Park, number two being the MUGA and number three being Church Green. A brief discussion took place regarding the CCTV located at Church Green.

RESOLVED that the information given, be NOTED.

Councill P Stradling and Mr Scott McInally entered the room at 6.20pm.

**HPC
12/13/046**

Public Participation.

P Stradling was present but did not wish to speak on any issue.

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PARKS AND CEMETERY COMMITTEE
Minutes of Meeting held 7th June 2012

- Present:** Councillor I Roberts (Chairman)
 Councillors J Clark, M Clark, E Connor, W Hill, D Langan, G Lavery, D Nicol, G Phillips,
 M Robinson, W Smith, J White and E Wood.
- Staff:** Mr P Davison (Clerk), Mrs J S Hunt (Assistant Clerk),
 Mr J Bush (Parks and Cemetery Manager).
- Also Present:** P Stradling (public)
- Apologies:** Councillor R Bagnall.

P&C
12/13/009

Traveller Encampments on Seaview Industrial Estate.

The Chairman welcomed Scott McInally from the Travellers Liaison Service, Durham County Council to the meeting. He updated Members on the situation with regard to the Sea View Industrial Estate unauthorised encampments. He advised on the procedures involved in the management of encampments. A lengthy discussion ensued.

RESOLVED: that the information given, be NOTED.

P&C
12/13/010

Parks & Cemetery Manager's Report.

The report previously circulated covered the period 23rd April to 24th May 2012. Councillor G Lavery expressed his concern with regard to youths damaging the flower beds in Memorial Park and enquired whether the staff could deal with any issues when they arise. The Parks and Cemetery Manager advised that it would not be feasible due to staffing issues.

RESOLVED: that the information given, be NOTED.

P&C
12/13/011

Damage/Incident Reports.

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

- | | | |
|----------|-----------------------------|--|
| 27.05.12 | Damage <u>SWC</u> | Gents upstairs toilet – window broken by kids with football:
Police notified at 5.30pm who then advised that this was not seen as a crime as there were no signs up saying "No Ball Games Allowed".
Park staff reported later on and Police advised they will be attending at 7pm that night.
Crime Ref: 463. |
| 28.05.12 | Damage <u>SWC</u> | Gents upstairs toilet – window broken by kids with football:
Police attended SWC at approximately 6.45pm – enquired about details of incident, then left to interview local residents who had made the report. |
| 28.05.12 | Damage <u>SWC</u> | Rear of building:
Approximately 30 kids aged around 10 – 16years old, pulling on cage mesh and jumping on cooling system. They were asked to move on, they gave |
| | verbal | abuse to staff and then moved on.
Street Wardens notified. |
| 28.05.12 | Damage <u>Memorial Park</u> | Flower beds – trampled with approximately 10 Dahlia plants snapped.
Police notified. Supervisor informed.
Crime Ref: 89-30-5-12. |

RESOLVED that: the information given, be NOTED.

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P&C
12/13/012

Thorpe Road Cemetery Toilet Facilities.

The Clerk advised Members that he and the Parks and Cemetery Manager had recently discussed the situation with regard to the Cemetery toilet facilities. He advised that because the toilets were in such a bad state of repair, he had taken the decision to close them due to health and safety concerns. He also advised that this item is included on the agenda under the "Strategic Plan" in the Finance and General Purposes Committee and can be discussed further then.

RESOLVED: that the information given, be NOTED.

P&C
12/13/013

Salt Bin Provision.

The Clerk advised of conflicting information on whether the salt bins are required to be removed or left in situ. A brief discussion ensued.

RESOLVED: that the salt bins be taken in on a seasonal basis.

P&C
12/13/014

Cemetery Provision Update.

RESOLVED: that the Chairman, under the Standing Order S.26 ss. (d) move without notice that the order of business be changed and defer Cemetery Provision Update until after the conclusion of the meeting of the Full Council subject to time.

P&C
12/13/015

Outside Pitch Drainage Scheme.

RESOLVED: that the Chairman, under the Standing Order S.26 ss. (d) move without notice that the order of business be changed and defer Outside Pitch Drainage Scheme until after the conclusion of meeting of the Full Council subject to time.

P&C
12/13/016

Skate Park Provision.

RESOLVED: that the Chairman, under the Standing Order S.26 ss. (d) move without notice that the order of business be changed and defer Skate Park Provision until after the conclusion of the meeting of the Full Council subject to time.

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FINANCE AND GENERAL PURPOSES COMMITTEE
Minutes of Meeting held 7th June 2012

Present: Councillor E Connor (Chairman)
 Councillors J Clark, M Clark, W Hill, D Langan, G Lavery, D Nicol, G Phillips, I Roberts,
 M Robinson, W Smith, J White and E Wood.

Staff: Mr P Davison (Clerk), Mrs J S Hunt (Assistant Clerk)

Also Present: P Stradling (public)

Apologies: Councillors R Bagnall

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

12/13/016 The Clerk reported the bank balances as at 31/05/2012 being £574,845.95.
RESOLVED: That the information be NOTED.

F&GP **Income and Expenditure Report to 30/04/2012.**

12/13/017 The report was circulated previously.
RESOLVED: That the report be NOTED.

F&GP **Cash Cheques.**

12/13/018 There were no cheques to be endorsed for payment.

F&GP **Bank Transfer.**

12/13/019 The Clerk informed Members that the transfer for May was £24,046.64.
RESOLVED: To ENDORSE transfers.

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

12/13/020

SUPPLIER	INVOICE DATE	DESCRIPTION	AMOUNT £	PAID REF:
ANGEL SPRINGS LIMITED	30.04.12	WATER COOLER RENTAL	32.78	311113
ASHLEY GASES	16.05.12	CO2/NCO2	35.88	311114
B.T.	14.05.12	TELEPHONES - ADMIN	183.73	DD
B.T.	14.05.12	SWC - ALARM	3.75	DD
BAKER ROSS	30.04.12	CRAFT WORKSHOP SUPPLIES	398.70	311115
BOC MANCHESTER	30.04.12	SWC CELLAR CO2 MONITOR	29.16	DD
BOOKERS	09.05.12	SWC BAR SUPPLIES	505.02	DD
BOOKERS	25.05.12	BAR SUPPLIES	677.42	DD
CASTLE EDEN BEER COMPANY	04.05.12	SCORPION LAGER	164.11	311105
CASTLE EDEN BEER COMPANY	11.05.12	SCORPION LAGER	82.06	311105
CASTLE EDEN BEER COMPANY	18.05.12	SCORPION LAGER	82.06	311105
COUNTY TRAINING PARTNERSHIP	01.05.12	EMPLOYING PEOPLE TRAINING	30.00	311116
CRYSTAL & SON LTD	24.05.12	BINGO FLYERS & WRISTBANDS	54.36	311117
DURHAM COUNTY COUNCIL	30.04.12	REPAIRS TO SPIKER	21.30	311118
DURHAM COUNTY COUNCIL	01.05.12	SWC PREMISES LICENCE	180.00	311118
DURHAM COUNTY COUNCIL	18.05.12	SWC LIFT SERVICE	58.92	311118
DURHAM COUNTY COUNCIL	24.05.12	REPAIRS TO VARIOUS VEHICLES	621.86	311118
EUROFFICE	10.05.12	INK JET CARTRIDGES	42.43	311119
EUROFFICE	21.05.12	STATIONERY	37.46	311119
GREAT AYCLIFFE T.C.	17.05.12	DOG BAGS	173.52	311120
HOMECARE	29.05.12	VARIOUS DIY SUPPLIES	76.77	311121
HORN'S GARDEN CENTRE	30.04.12	ASTROTURF	30.00	311122
LANCASTER PRINTING	10.05.12	QUEEN'S JUBILEE FLAG	13.74	311123
MACDONALD MARTIN	30.04.12	FIRE & ALARM SERVICE - G'STAND	90.00	311124
MACDONALD MARTIN	30.04.12	FIRE & ALARM SERVICE - GREEN LEAF CAFÉ	92.40	311124
MACDONALD MARTIN	30.04.12	FIRE & ALARM SERVICE - SWC	90.00	311124
MACDONALD MARTIN	30.04.12	SERVICE EXTINGUISHERS - SUNDERLAND ROAD	28.92	311124
MACDONALD MARTIN	30.04.12	SERVICE EXTINGUISHERS - MEMORIAL PARK	13.20	311124
MACDONALD MARTIN	30.04.12	SERVICE EXTINGUISHERS - Swc	220.56	311124
MACDONALD MARTIN	30.04.12	SERVICE OF EMERGENCY LIGHTS	90.00	311124
MACDONALD MARTIN	30.04.12	SERVICE EXTINGUISHERS - GREEN LEAF CAFÉ	48.72	311124

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MACDONALD MARTIN	30.04.12	SERVICE EXTINGUISHERS - CRICKET PAVILLION	35.52	311124
MACDONALD MARTIN	30.04.12	SERVICE EXTINGUISHERS - FOOTBALL G'STAND	31.80	311124
MACDONALD MARTIN	30.04.12	SERVICE EXTINGUISHERS - CEMETERY	88.92	311124
MACDONALD MARTIN	30.04.12	SERVICE EXTINGUISHERS - WORKS BUILDING	61.92	311124
MACDONALD MARTIN	30.04.12	SERVICE EXTINGUISHERS - BOWLS & T ROOM	119.52	311124
MASTERCOPY	16.05.12	COST PER COPY	267.82	311125
MAXWELLS DIY	30.04.12	LIQUID GLOSS - VARIOUS	100.70	311126
MKM BS PETERLEE	03.05.12	NEW DOOR, HANDLE, NAILS ETC	70.14	311127
MKM BS PETERLEE	14.05.12	INTERNAL DOOR & HANDLE	41.06	311127
MOLSON COORS	04.05.12	BAR SUPPLIES	1339.28	DD
MOLSON COORS	11.05.12	BAR SUPPLIES	711.97	DD
MOLSON COORS	18.05.12	BAR SUPPLIES	327.95	DD
MRFLAG.COM LIMITED	29.05.12	CUSTOM PRINTED FLAG	151.20	311128
NETWORK RAIL	16.05.12	WATER PIPE RENTAL - 24.06.12 - 23.06.13	30.55	311129
NIRAMAX	13.05.12	SWC- TRADE WASTE	9.78	311130
NIRAMAX	13.05.12	WELFARE PARK - TRADE WASTE	25.38	311130
NIRAMAX	13.05.12	CEMETERY - TRADE WASTE	13.38	311130
NIRAMAX	10.05.12	WELFARE PARK - TRADE WASTE	25.38	311130
NIRAMAX	10.05.12	CEMETERY - TRADE WASTE	13.38	311130
NIRAMAX	20.05.12	SWC- TRADE WASTE	18.18	311130
NIRAMAX	20.05.12	CEMETERY - TRADE WASTE	25.81	311130
NIRAMAX	20.05.12	WELFARE PARK - TRADE WASTE	37.81	311130
NIRAMAX	06.05.12	TRADE WASTE - W/P, CEM, SWC	81.80	311130
NIRAMAX	10.05.12	SWC- TRADE WASTE	19.20	311130
NIRAMAX	22.05.12	CREDIT - OVERCHARGE	-22.80	311130
NIRAMAX	27.05.12	TRADE WASTE - SWC	22.13	311130
NIRAMAX	27.05.12	TRADE WASTE - W/P	24.00	311130
NIRAMAX	27.05.12	TRADE WASTE - CEM	35.09	311130
NPOWER	28.05.12	WELFARE HOUSE ELEC & GAS	141.26	DD
NTE LTD	01.05.12	TELEPHONES & MAINTENANCE	82.79	DD
PEEK OF BOURNEMOUTH	26.04.12	QUEEN'S JUBILEE BUNTING	205.20	311131
PEEK OF BOURNEMOUTH	25.04.12	QUEEN'S JUBILEE SUPPLIES	187.32	311133
P & P Windows	31.05.12	Repairs to Gent's toilet window	96.00	311132
PROTEC DIRECT	18.05.12	CHUKKA BOOTS	88.86	311134
RBS SOFTWARE SOLUTIONS	04.05.12	YEAR END TRAINING	711.18	311135
REGAL PRINT	16.05.12	PRINTING OF JUBILEE POSTERS	141.60	311136
RIGBY TAYLOR	17.05.12	GRASS SEED	261.48	311137
RUNNING IMP	05.05.12	QUEEN'S JUBILEE MEDALS & CASES	1059.90	311138
SCOTTISH POWER	07.12.11	HCWAF - CREDIT	-110.03	DD
SCOTTISH POWER	07.01.12	HCWAF - CREDIT	-114.04	DD
SCOTTISH POWER	07.02.12	HCWAF - CREDIT	-116.15	DD
SCOTTISH POWER	07.03.12	HCWAF - CREDIT	-110.95	DD
SCOTTISH POWER	27.04.12	HCWAF - ELECTRICITY Nov - Feb	365.89	DD
SCOTTISH POWER	27.04.12	HCWAF - ELECTRICITY Feb - April	348.72	DD
SCOTTISH POWER	02.05.12	HCWAF - ELECTRICITY - April - May	100.70	DD
SHELL UK LTD	02.05.12	FUEL	432.36	DD
SHELL UK LTD	17.05.12	FUEL	365.57	DD
SOUTH DURHAM REFRIGERATION	15.05.12	ACTI CLEAN	15.00	311139
SOUTH DURHAM REFRIGERATION	25.05.12	REFRIGERATION CONTRACT	372.00	311139
THE CO-OPERATIVE BANK	01.05.12	APRIL BACS CHARGES	37.13	DD
TREASURED MEMORIES LTD	04.05.12	MEMORIAL PLAQUE	73.44	311140
TREVOR JONES	03.05.12	REPAIR FAULT ON BOILER - S/RD BUNGALOW	90.00	311141
TREVOR JONES	16.05.12	SUPPLY & FIT NEW FLUORESCENT LIGHTS	142.00	311141
TURFCARE	16.05.12	SAND X 60TNE	3380.40	311142
VODAFONE	14.05.12	MOBILE PHONES	135.99	DD
		Invoice Total for May 2012	£ 16,266.54	

RESOLVED: To **ENDORSE** the following invoices for payment:

F&GP
12/13/021

Members/Officers Allowances.

The Clerk advised he had received participation allowance for Councillor J Clark and travel expenses for Councillor J White totaling £593.33

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RESOLVED: That the payments be APPROVED.

F&GP
12/13/022

Social Welfare Centre Sub-Committee – 17th May 2012.

RESOLVED: that the minutes be NOTED.

F&GP
12/13/023

Audit of Accounts for the Year Ended 31/03/12.

Members gave consideration to the Audit of Accounts for the year ended 31 March 2012.

- (a) Members gave consideration to the report of the Internal Auditor.
RESOLVED: that the report of the Internal Auditor be APPROVED.
- (b) Members gave consideration to the Statement of Accounts which had been previously circulated.
RESOLVED: that the Statement of Accounts be APPROVED.
- (c) Members gave consideration to the Annual Governance Statement which had been previously circulated.
RESOLVED: that the Annual Governance Statement be APPROVED.
- (d) Members gave consideration to the Earmarked Reserves which had been previously circulated.
RESOLVED: that the Annual Governance Statement be APPROVED.
- (e) Members gave consideration to the Grant Donations which had been previously circulated.
RESOLVED: that the Grant Donations be APPROVED.

F&GP
12/13/024

Strategic Plan 2012-16 Review.

Members gave consideration to the Strategic Plan 2012-16 Review which had been previously circulated.

RESOLVED: that the report be APPROVED subject to SWC - Access Audit Refurbishments in relation to main door access being moved to a priority of High and the funds to complete to be taken from the General Reserve, subject to cost.

P Stradling left the room at 7.40pm.

F&GP
12/13/025

Debtor Report.

Members gave consideration to the report which had been previously circulated.

RESOLVED that;

- i. the information given, be NOTED.
- ii. that the Chairman, under Standing Order S.26 ss. (d) move without notice that the order of business be changed and bring forward the Exclusion of the Press and Public.
- iii. that the Chairman, under Standing Order S.26 ss. (d) move without notice that the order of business be changed and bring forward the Green Leaf Cafe.

F&GP
12/13/029

Exclusion of the Press and Public.

Brought forward from item F&GP 12/13/028.

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.

F&GP
12/13/030

Green Leaf Café.

Brought forward from item F&GP 12/13/029.

Members gave consideration to correspondence received from Ms Simpson of the Green Leaf Café which was circulated at the meeting. A lengthy discussion ensued.

RESOLVED: that Ms Simpson be given free rent as from June until the end of the financial year, subject to Ms Simpson being more pro-active in ensuring the businesses sustainability and that the outstanding debt be paid in installments over the remainder of the current financial year.

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F&GP
12/13/026

Allotment Fencing.

The Clerk advised Members that only one tender had been received for both supply and fitting of the fencing and suggested that Members consider waiving the Financial Regulation 11.1 s.c ss (i).

RESOLVED: that due to the unsuitability of comparable contractors, Financial Regulation 11.1 s.c ss (i) be waived.

P Stradling re-entered the room at 8pm.

F&GP
12/13/027

RMX 180 Mower Tender.

The Clerk advised that three tenders had been received for a new RMX 180 mower. Tender A in the sum of £4,900 + VAT, tender B in the sum of £4,500 + VAT and tender C in the sum of £5,175 + VAT.

RESOLVED: that tender B from Lloyds in the sum of £4,500 + VAT be APPROVED.

F&GP
12/13/028

Seymour Street Planning Application.

Members gave consideration to the Seymour Street Planning Application which had been previously circulated.

RESOLVED: that the information given, be NOTED.

F&GP
12/13/029

Proposed Planning Applications.

PL/5/2012/0152 – Church Hall, Church of St. Mary the Virgin, Blackhills Road, Horden for St. Mary's Church.

PL/5/2012/0199 – Single storey front extension at 23 Angus Terrace, Grants Houses, Horden for Mr. S. Alp.

RESOLVED: that the information given be NOTED.

J. White
5.7.2012

FULL PARISH COUNCIL
Minutes of Meeting held 7th June 2012

Present: Councillor J White (Chairman)
 Councillors J Clark, M Clark, E Connor, W Hill, D Langan, G Lavery, D Nicol,
 G Phillips, I Roberts, M Robinson, W Smith and E Wood.
Staff: Mr P Davison (Clerk), Mrs J S Hunt (Assistant Clerk).
Also Present: P Stradling (public)
Apologies: Councillor R Bagnall.

HPC **Parish Council Co-option Vacancy.**
12/13/047 Members considered nomination from Mrs V. Williams.
RESOLVED: that Mrs V. Williams be co-opted to the parish council

HPC **Changes to Standards 2012.**
12/13/048 Members gave consideration to the report which had been previously circulated.
RESOLVED: that the information given, be NOTED.

HPC **Standing Order 36.**
12/13/049 Members gave consideration to the amendment of Standing Order 36 which had been previously circulated.
RESOLVED: that the amendment be APPROVED.

HPC **Horden Parish Council Code of Conduct.**
12/13/050 Members gave consideration to the report of Horden Parish Council Code of Conduct which had been previously circulated.
RESOLVED: that the report be ADOPTED.

HPC **Scheme of Delegation.**
12/13/051 Members gave consideration to the amendment of the Scheme of Delegation which had been previously circulated.
RESOLVED: that the amendment be APPROVED.

HPC **Chairman's Charity Evening.**
12/13/052 The Chairman updated Members on her charity evening which would be taking place in the Social Welfare Centre on Saturday 29th September 2012.
RESOLVED: that the information given, be NOTED.

HPC **Chairmanship Guidance.**
12/13/053 Members gave consideration to the report which had been previously circulated.
RESOLVED: that the information given, be NOTED.

HPC **Community right to Challenge for Services.**
12/13/054 Members gave consideration to the report which had been previously circulated.
RESOLVED: that the information given, be NOTED.

Councillor E Connor declared a prejudicial interest as she has family links and left the room at 8.20pm.

HPC **Petition Request.**
12/13/055 Members gave consideration to the promotion of the petition with regard to gun control and licensing.
RESOLVED: that the petition be APPROVED and displayed within the SWC.

Councillor E Connor re-entered the room at 8.25pm.

HPC **Member/Officer Protocol.**
12/13/056 Members gave consideration to the Member/Officer Procedure Policy which had been previously circulated.
RESOLVED: that the policy be ADOPTED

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PARKS AND CEMETERY COMMITTEE
Minutes of Re-Convened Meeting held 7th June 2012

- Present:** Councillor I Roberts (Chairman)
 Councillors J Clark, M Clark, E Connor, W Hill, D Langan, G Lavery, D Nicol, G Phillips,
 M Robinson, W Smith, J White and E Wood.
- Staff:** Mr P Davison (Clerk), Mrs J S Hunt (Assistant Clerk),
 Mr J Bush (Parks and Cemetery Manager).
- Also Present:** P Stradling (public)
- Apologies:** Councillor R Bagnall.

P&C
12/13/017

Cemetery Provision Update.

Deferred from item P&C 12/13/014

The Clerk updated Members on the situation with regard to the Cemetery Provision. A lengthy discussion ensued.

RESOLVED that;

- i. to continue burial provision.
- ii. to hold a special meeting to discuss further once cost estimates have been obtained for (a) enacting a CPO for land at Thorpe Road and (b) estimated costs for the purchase of land at Culloden Terrace in Horden.

P&C
12/13/018

Outside Pitch Drainage Scheme.

The Clerk updated Members on the situation with regard to the outside pitch drainage scheme. He advised that he had spoken to a representative from the RFU and the Rugby Club to discuss the funding for the scheme and that he will be working with the Rugby Club to progress the matter, subject to agreement on maintenance fees.

RESOLVED: that the information given, be NOTED.

P&C
12/13/019

Skate Park Provision.

The Clerk updated Members on the situation with regard to the skate park provision. He advised that this would be of great benefit to the local community.

RESOLVED: that feasibility studies and financial information be obtained, to be reported back to the Finance and General Purposes Committee at a later date.

J White
5-7-2012