

HORDEN PARISH COUNCIL
Minutes of Meeting held 4th July 2013

Present: Councillor J White (Chairman)
 Councillors R Bagnall, J Clark, M Clark, E Connor, D Langan, D Nicol, G Phillips, I Roberts,
 M Robinson, W Smith, D Tait, L Williams, and E Wood.

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

Also Present: PCSO's I Goodwin and D Edson.
 Mr. W. Huntington

HPC **Apologies for Absence.**

13/14/059 **RESOLVED:** Apologies RECEIVED and approved for Councillor W Hill.

HPC **Minutes of the Meeting of Horden Parish Council held 6th June 2013.**

13/14/060 **RESOLVED:** That the minutes be confirmed as a correct record to be signed by the Chairman, subject to HPC 13/14/052 Police Report – to include; Councillor J Clark requested that PC Davies look further into the incidents of speeding at Hawthorne Crescent and its consideration as a PACT priority.

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

13/14/061 There were no matters arising that were not already covered in the agenda.
RESOLVED: That the information be NOTED.

HPC **Items Tabled for Information.**

13/14/062 There were no items for information.

HPC **Police Report.**

13/14/063 The Chairman welcomed to the meeting who reported on incidents covering the period.

Recorded incidents in Horden	311
Burglary	10
Vehicle Crime – theft of	8
Vehicle Crime – theft from	
Thefts	
Rowdy, Nuisance Behavior	69
Criminal Damage	8

PCSO Edson gave a brief update on the current situation with regard to PACT priorities, also bike marking and speedwatch.

The Clerk advised that the Police had been previously requested from the Parish Council to take their PACT priorities into consideration. He also advised of the recent theft of drain covers within the Welfare Park and enquired as to whether there was any feedback. PCSO Edson advised that it was too soon to obtain any feedback.

PCSO Edson further advised that if any Members wished to obtain up-to-date information they could forward their e-mail addresses to the Beat Team or alternatively sign up to Voice Connect, which allows them to receive messages via telephone rather than online.

Enquiries were made with regard to a particular youth who continues to create havoc within the village. PCSO Edson advised that this youth was now on their list and that the situation is being dealt with.

RESOLVED that the information given, be NOTED.

HPC **Public Participation.**

13/14/064 Mr W Huntington was present, but did not wish to speak.

PARKS AND CEMETERY COMMITTEE
Minutes of Meeting held 4th July 2013

Present: Councillor I Roberts (Chairman)
 Councillors R Bagnall, J Clark, M Clark, E Connor, D Langan, D Nicol, G Phillips,
 M Robinson, W Smith, D Tait, J White, L Williams, and E Wood.

Staff: Mr P Davison (Clerk), Mrs J S Hunt (Assistant Clerk), Mr J Bush (Parks and Cemetery Team Leader). Mr W Huntington.

Apologies: Councillor W Hill.

P&C **Parks & Cemetery Manager's Report.**
13/14/014 The report previously circulated covered the period 20th May to 23rd June 2013.

The Parks and Cemetery Manager advised that the flagpole had now been erected within the Bowls area and that the Bowls Team were very happy with it and wished to express their thanks to the Parish Council for everything they have done recently.

Members also wished to express their thanks to the Parks and Cemetery Staff for their continuous good work.

RESOLVED: that the information given be **NOTED**.

P&C **Damage/Incident Reports.**
13/14/015 The Clerk advised Members of the following damage/incident reports:-

13.06.13 SWC Car Park
 Youths playing football in car park kicking ball at building and parked cars.
 Police Notified.
 Street Wardens attended and moved youths into Welfare Park.
 Crime No: 416 13/06/13

15.06.13 Cotsford Park
 Dog bin separated from bracket. Bracket damaged.
 Dog bin removed.
 Police Notified.

RESOLVED: that the information given, be NOTED.

P&C **Thorpe Road Cemetery Toilet Block.**
13/14/016 The Clerk gave a brief update on the current situation with regard to the tender process for Thorpe Road Cemetery Toilet Block. He advised that the closing date for the tenders is Friday 12th July at 12noon and that at 12.30pm the tenders were to be opened. A subsequent special meeting will be held on Friday 19th July at 10.30am.
RESOLVED: that the three Councillors chosen for the Apprentice Interview Panel be in attendance at the opening of the tenders.

P&C **Thorpe Road Cemetery Extension.**
13/14/017 Members gave consideration to correspondence previously circulated with regard to Thorpe Road Cemetery Extension.

Members enquired as to the meaning of "development claw back" and requested verification of the term.

A lengthy discussion ensued with regard to the potential costs and the proposed next steps.

RESOLVED: that the Clerk to enter into negotiations to get the best possible price for the land.

P&C **Stayplton Drive MUGA.**
13/14/018 Members gave consideration to correspondence received from Mortons Solicitors with regard to the land at Stayplton Drive, Horden.
RESOLVED: that the information given, be **NOTED**.

- P&C**
13/14/019 **Sure Start Fun Days.** Members gave consideration to correspondence received from One Point Service in Peterlee with regard to hosting a fun day for families within the area, to be held on Sunderland Road Playing Fields in August 2013.
RESOLVED: that the information given, be **NOTED**.
- P&C**
13/14/020 **Commonwealth War Graves Signage.** Members gave consideration to correspondence received from Commonwealth War Graves Commission with regard to erecting signage within Thorpe Road Cemetery to raise awareness of burial grounds with war graves.
RESOLVED: that the sign be erected subject to the War Commission's approval.

FINANCE AND GENERAL PURPOSES COMMITTEE
Minutes of Meeting held 4th July 2013

Present: Councillor E Connor (Chairman)
 Councillors R Bagnall, J Clark, M Clark, D Langan, D Nicol, G Phillips, I Roberts,
 M Robinson, W Smith, D Tait, J White, L Williams, and E Wood.

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

Apologies: Councillor W Hill.

F&GP 13/14/028 **Parish Council Financial Status – Bank Balances.**
 The Clerk reported the bank balances as at 28/06/2013 being £525,962.91.
RESOLVED: That the information be NOTED.

F&GP 13/14/029 **Income and Expenditure Report to 31/05/2013.**
 The report was circulated at the meeting.
RESOLVED: That the report be NOTED.

F&GP 13/14/030 **Cash Cheques.**
 The Clerk requested a cash cheque totaling £270 (£250 Admin and £20 Cemetery) be endorsed for payment.
RESOLVED: to ENDORSE cheques for payment.

F&GP 13/14/031 **Bank Transfer.**
 The Clerk informed Members that the transfer for June was £51,863.74.
RESOLVED: To ENDORSE transfers.

F&GP 13/14/032 **Invoices for endorsement for payment.**
RESOLVED: To ENDORSE the following invoices for payment:

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Payment Ref:
Allstar Fuel Card Services	05.06.13	Fuel	£282.07	DD
Allstar Fuel Card Services	12.06.13	Fuel	£56.40	DD
Allstar Fuel Card Services	15.05.13	Fuel	£89.46	DD
Allstar Fuel Card Services	19.06.13	Fuel	£273.16	DD
Allstar Fuel Card Services	22.05.13	Fuel	£253.20	DD
Angel	31.05.13	Water Cooler Rental	£34.42	DD
Ashley Gases	04.06.13	CO2/N2CO2	£18.96	311616
Ashley Gases	10.06.13	CO2 / N2CO2	£18.96	311616
B.T.	26.06.13	Internet Services - final bill	£145.71	DD
BOC	31.05.13	SWC Cellar CO2 monitor	£30.60	DD
Booker	07.06.13	Bar supplies	£229.38	DD
Booker	27.06.13	Bar Supplies	£289.55	DD
Booker	27.06.13	Sweets for events	£100.51	DD
Booker	31.05.13	Bar supplies	£202.03	DD
British Gas	13.06.13	Electricity - Cemetery	£122.46	DD
British Gas	13.06.13	Electricity - New Sports Pavillion	£9.47	DD
British Gas	13.06.13	Electricity - HCWAFC	£46.54	DD
British Gas	13.06.13	Electricity - Works building	£70.73	DD
British Gas	13.06.13	Electricity - SWC	£507.52	DD
British Gas	14.06.13	Electricity - Memorial Park	£146.28	DD
British Gas	14.06.13	Electricity - Welfare Ground	£27.97	DD
Castle Eden Beer Company	21.06.13	Scorpion Lager	£168.00	311607
D.C.C.	21.06.13	Machinery repairs	£670.85	311617
D.C.C.	30.05.13	Repair ride-on and digger arm	£439.39	311617
DCC	25.06.13	Repairs to Kubota and strimmer handlebars	£196.88	311617
Ellis Whittam	23.06.13	Renewal employment 1 year	£1,269.60	311604
Ellis Whittam	23.06.13	Insurance 1 year	£180.00	311604
F Peart Fencing	25.06.13	Welfare Park Fencing	£157.67	311626
Greenlay	12.06.13	Hedgetrimmer	£336.00	311618
Greenlay	14.06.13	Push mower and Hedgetrimmer	£1,008.00	311618
Harbro	11.06.13	Lightfitting - lounge	£31.80	311619
Homecare	17.05.13	Padlocks, cement, concrete, grout	£133.12	311620
Homecare	20.06.13	Sand, hinges, nails, glue, oil, saw	£48.11	311620
ITC	15.06.13	Call out for PC	£90.00	DD
Johnston Publishing	26.06.13	Tender Advert- Cem Toilet Block	£249.00	311621
Lloyds	13.06.13	Bush-cat	£82.22	311622
MKM	24.05.13	Wellington boots	£13.79	311623
Molson Coors	31.05.13	SWC Bar Supplies	£1,401.64	DD
Niramax	09.06.13	Trade Waste	£68.94	311624
Niramax	16.06.13	Trade Waste	£78.78	311624
Niramax	23.06.13	Trade Waste	£76.28	311624

Niramax	31.05.13	Trade Waste	£4.14	311624
NTE	01.06.13	Telephone Charges	£152.58	DD
Ords Group	19.06.13	Newsletter	£245.00	311625
Party Animals	07.06.13	Welfare Park- Teddy Bears Picnic	£205.00	311610
Premier Ironcraft	07.06.13	Repair ride-on cutting deck	£10.00	311627
Spalding	14.06.13	Trowel, strimmer head, fencing, spade	£120.13	311628
TESS	31.05.13	Portaloo	£95.65	311629
The Co-op	03.06.13	BACS charges	£34.61	DD
Trevor Jones	05.06.13	Memorial Park lead flashing	£255.00	DD
TSL	13.06.13	Overseeding of pitches	£4,536.00	311631
Viking	14.06.13	Refuse sacks	£144.00	311632
Viking	28.06.13	Discount	-£21.60	311632
Vodafone	13.06.13	Mobile phones	£94.08	DD
Wearside Contractors Ltd	03.06.13	Replace Park House window pane	£107.72	311634
Wilf Husband	10.06.13	Topsoil	£230.40	311633
Invoice Total for June 2013			£15,868.16	

F&GP 13/14/033 **Members/Officers Allowances.**

The Clerk advised he had received a mileage claim from Councillors J White and E Connor and one for himself and participation allowances for Councillors W Smith, R Bagnall and L Williams, totaling £1805.56.

RESOLVED: That the payments be ENDORSED.

F&GP 13/14/034 **Social Welfare Centre Sub-Committee.**

RESOLVED: that the minutes be NOTED.

F&GP 13/14/035 **Strategic Plan Review.**

Members gave consideration to the Strategic Plan 2013 - 17 Review which had been previously circulated.

A discussion ensued with regard to historical asbestos surveys and future requirements.

A discussion also ensued with regard to the covenant currently in place on Welfare House, in which the Clerk gave a brief update.

The Clerk also advised of the need to re-prioritise the SWC strategic plan due to recent requirements of expenditure.

Much discussion ensued and it was

RESOLVED: that the following be taken out of the SWC reserves with any additional expenditure to be taken from the general reserves;

- a) additional smoke detectors, beacons and alarm points
- b) overdoor heaters
- c) re-upholstery of 150 lounge chairs.

F&GP 13/14/036 **Donation Request: Hartlepool and District Hospice.**

Members gave consideration to correspondence received from Hartlepool and District Hospice with regard to a request for a donation.

RESOLVED: that a donation of £254 be GRANTED under Section 137 of the Local Government Act 1972.

F&GP 13/14/037 **LCAS Advisory Service Annual Seminar 2013.**

Members gave consideration to the attendance of The Assistant Clerk, The Parks & Cemetery Manager and the Social Welfare Centre Manager to the above event to be held at Shotton Hall, Peterlee on 26th September 2013, one free delegate plus additional delegate at £30 plus VAT.

RESOLVED: that the Assistant Clerk, the Parks & Cemetery Manager and the Social Welfare Centre Manager be AUTHORISED to attend the above event

F&GP 13/14/038 **Proposed Planning Applications.**

PL/5/2013/0229 – Front bay window, sun room, side porch and rear extension (Resubmission) at Hall Cottage, Horden Hall Farm for Mrs A and Mr J Howard.

PL/5/2013/242 – Single storey pitched roof, front and rear extensions, at 21 Angus Terrace for Mr A Richardson.

PL/5/2012/0459 – Rear single storey bedroom and bathroom extension at 9 McGuinness Avenue for Mr R McDowell.

RESOLVED: that the information given, be NOTED.

FULL PARISH COUNCIL
Minutes of Meeting held 4th July 2013

Present: Councillor J White (Chairman)
 Councillors R Bagnall, J Clark, M Clark, E Connor, D Langan, D Nicol, G Phillips, I Roberts, M Robinson, W Smith, D Tait, L Williams, and E Wood.

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

Apologies: Councillor W Hill.

HPC Mortons Solicitors.

13/14/065 Members gave consideration to correspondence received from Mortons Solicitors. The Clerk advised Members that himself and Mortons Solicitors are due to meet on the 9th July.

RESOLVED: that the information given, be NOTED.

HPC Flower & Vegetable Show 2013.

13/14/066 Members gave consideration to the minutes from the Flower and Vegetable Show which was held on 20th June 2013.

RESOLVED that;

- i. to APPROVE the recommendation to cease holding the Flower and Vegetable Show for the foreseeable future, unless a member of the public specifically requests it.
- ii. that the £1000 Flower and Vegetable budget be transferred to the Social Welfare Centre budget.

HPC Request for Dispensation: Councillor W Smith.

13/14/067 The Clerk advised that he had received a request for dispensation from Councillor W Smith.

RESOLVED: that the dispensation be ACCEPTED.

HPC Co-op Bank Financial Status.

13/14/068 The Clerk advised Members on his report with regard to the Co-operative Bank and their Financial Status.

RESOLVED: that the Clerk's recommendations be ENDORSED.

HPC Chairmans Charity Night 19th October 2013.

13/14/069 The Chairman advised Members on her charity night to be held on Saturday 19th October 2013.

RESOLVED: that the information given, be NOTED.

HPC Exclusion of Press and Public.

13/14/070 **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 Staffing Issues.

13/14/071 Members gave consideration to the Clerk's report, which had been previously circulated.

RESOLVED: that the information given, be NOTED.

FINANCE AND GENERAL PURPOSES COMMITTEE
Minutes of Meeting held 25th July 2013

Present: Councillor E Connor (Chairman)
 Councillors W Hill, M Clark, D Langan, I Roberts and J White.

Staff: Mr P Davison (Clerk)

Apologies: Councillors R Bagnall, J Clark, D Nicol, G Phillips, M Robinson, W Smith, D Tait, L Williams and E Wood

F&GP **Apologies for Absence**

13/14/039 Apologies were submitted by Councillors R Bagnall, J Clark, D Nicol, G Phillips, M Robinson, W Smith, D Tait, L Williams and E Wood

RESOLVED: That the apologies submitted be APPROVED.

F&GP **Exclusion of Press and Public**

13/14/040 **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 **Thorpe Road Toilet Block Tender**

13/14/041 The Clerk summarised the tender exercise recently submitted and Members considered the tenders submitted.

RESOLVED: to select (Tender 3) T J's Heating and Home Improvements to complete the work at the tendered price of £25,480 subject to the additional work identified being verified with the council's architect as necessary.

F&GP **Inclusive Park Swing Quotations**

13/14/042 The Clerk summarised the quotation exercise recently submitted and Members considered the quotations submitted.

RESOLVED: to select (Quotation 2) SMP to complete the work at the quoted price of £4,231.

F&GP **Bowls Mower Quotations**

13/14/043 The Clerk summarised the quotation exercise recently submitted and Members considered the quotations submitted.

RESOLVED: to select (Quotation 3) Shorts of Whitburn to provide the equipment at the quoted price of £3,685.50

F&GP **Parks and Cemetery Managers Van**

13/14/044 Members considered the need for a replacement van for the P&C Manager. The Clerk advised it was difficult obtaining written quotes for second hand vehicles and requested discretion to purchase a replacement up to a specified amount.

RESOLVED: that the Clerk be authorised to spend up to £3,500 on a replacement vehicle.