

HORDEN PARISH COUNCIL
Minutes of Meeting held 6th March 2014

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

Staff: Mrs J S Hunt (Assistant Clerk) and Mr C Muir (Parks and Cemetery Team Leader).

Also Present: PC Dave Thompson.

HPC 13/14/149 **Apologies for Absence.**
RESOLVED: That the apologies received for Councillors M Clark, W Hill, W Smith and L Williams, be APPROVED.

HPC 13/14/150 **Minutes of the Meeting of Horden Parish Council held 6th February 2014.**
RESOLVED: That the minutes be confirmed as a correct record to be signed by the Chairman, subject to HPC/13/14/141 – Traveller Update, to read "A brief discussion ensued and it was agreed that the Clerk forward the Parish Council's Meeting dates to J Stephenson at Durham County Council".

HPC 13/14/151 **Matters Arising – Clerk's Report.**

- F&GP 13/14/125** **Non-Payment of Basic Allowance to Co-opted Members** – The Clerk could find no record within the last 13 years relating to any resolution regarding the payment of travel allowance to Members within the parish boundaries.
- HPC 13/14/143** **World War I Centenary Commemoration** – A list is currently being compiled of appropriate stakeholders and once complete, a meeting will be convened as appropriate.
- HPC 13/14/144** **Parish Council Insurance** – The Clerk provided Zurich Municipal with further information regarding revised requirements for the parish councils insurance schedule and is awaiting a quotation which will be tabled for Members consideration in a future meeting.
- HPC 13/14/146** **CDALC Local Area Committees** – The Clerk contacted CDALC. S Ragg reported that he had received very few responses from councils and the proposal would not likely be progressed.

RESOLVED: That the information be NOTED.

HPC 13/14/152 **Items Tabled for Information.**
 There were no items for information.

HPC 13/14/153 **Police Report.**
 The Chairman welcomed to the meeting who reported on the following incidents:

Recorded incidents in Horden	192
Burglary	0
Vehicle Crime – Theft of and from	0
Thefts	4
Anti-Social Behaviour	41
Criminal Damage	11

PC Thompson updated Members on the targeted PACT priorities.

He also advised of 1 arrest made within the village for drug related offences and that the illegal money laundering team had been in operation recently.

He advised that there had been a spate of lead thefts recently which seemed to be on the rise.

Members enquired as to whether there was any information on a recent incident which took place close by. PC Thompson advised that he would make enquiries and report back to Members.

Councillor Robinson left the room to at 6.25pm speak to PC Thompson and returned at 6.35pm.

RESOLVED that the information given, be NOTED.

**HPC
13/14/154**

Public Participation.

There were no members of the public currently present.

PARKS AND CEMETERY COMMITTEE
Minutes of Meeting held 6th March 2014

- Present:** Councillor I Roberts (Chairman)
 Councillors R Bagnall, J Clark, E Connor, D Langan, D Nicol, G Phillips, M Robinson, D Tait
 J White and E Wood.
- Staff:** Mrs J S Hunt (Assistant Clerk) and Mr C Muir (Parks and Cemetery Team Leader).
- Apologies:** Councillors M Clark, W Hill, W Smith and L Williams.

P&C **Parks and Cemetery Manager's Report.**
13/14/053 The report previously circulated covered the period 27th January to 23rd February 2014.

The Parks and Cemetery Team Leader advised on the situation with regard to the pillars for the gates at the Rugby Club park entrance and the pot holes of the SWC car park. He advised that the pot holes had been filled as a temporary measure, but that the repairs need addressing urgently as they could become a tripping hazard.

Councillor Connor enquired as to whether they were a danger to the public. The Parks and Cemetery Team Leader advised that there was no immediate danger to the public but that it was becoming increasingly difficult for staff to close the gates.

The Assistant Clerk advised that three quotations had been received and that the work has been earmarked for the next financial year. A brief discussion ensued with regard to the urgency of the work to be carried out.

Members expressed their thanks to all Parks and Cemetery Staff.

RESOLVED:

- (i) that the SWC Car Park pot holes be repaired as a matter of urgency and that the Assistant Clerk be given plenary powers to ensure repairs are carried out to a professional standard and to take costs from the reserves.
- (ii) that the information given, be NOTED.

P&C **Damage/Incident Reports.**
13/14/054 The Assistant Clerk advised Members of the following damage/incident reports:-

06.02.14 Damage **Social Welfare Centre**
 Cigarette bin front pulled off. Bin is not to be replaced due to the cost of replacing the bins due to vandalism

RESOLVED that: the information given, be NOTED.

P&C **Cemetery Development Sub-Committee Minutes of Meeting 20th February**
13/14/055 **2014.**

RESOLVED: That the minutes be NOTED.

P&C **Thorpe Road Cemetery Consultation**
13/14/056 Members gave consideration to the draft consultation for Thorpe Road Cemetery Extension, which had been previously circulated.

A lengthy discussion ensued and it was

RESOLVED that:

- (i) that the Assistant Clerk make the necessary amendments as discussed.
- (ii) that the amended consultation document be taken to the Cemetery Development Sub-Committee and that said Committee be delegated the authority on this occasion to approve the final draft.
- (iii) that Howard's Solicitors be contacted for an update on the purchase price of the land.

P&C
13/14/057

Stapylton Drive MUGA.

Councillor Clark updated Members on the current situation with regard to Stapylton Drive MUGA.

Councillor Clark advised that she had been made aware of the unrest of people in the area in relation to the decision that the Parish Council had made with regard to the MUGA.

Councillor Clark also advised that she had been given information about Durham County Council's play area consultation and that she had identified Horden as one of those areas needing play provision. She had met with an Officer of Durham County Council and suggested that they adopt the MUGA site and take over the running of it.

Durham County Council had said it would be a possibility of them adopting the MUGA but not the floodlights and that they were not minded to take over the small play area.

Councillor Clark added that she suggests Durham County Council take over the MUGA and that the Parish Council take over the running of the small play area and that she would fund the replacement of the small piece of play equipment that had been removed previously due to damage.

Councillor Clark finished by advising that the situation of Durham County Council taking over the MUGA was looking favourable.

RESOLVED: that the information given, be NOTED.

P&C
13/14/058

Cemetery Development Sub-Committee Membership.

Members gave consideration to the nomination of Councillor M Robinson for the above committee.

RESOLVED: that the nomination of Councillor M Robinson be APPROVED.

FINANCE AND GENERAL PURPOSES COMMITTEE
Minutes of Meeting held 6th March 2014

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

Staff: Mrs J S Hunt (Assistant Clerk).

Apologies: Councillors M Clark, W Hill, W Smith and L Williams.

F&GP 13/14/127 **Parish Council Financial Status – Bank Balances.**
 The Assistant Clerk reported the bank balances as at 28/02/14 being £440,542.15
RESOLVED: That the information be NOTED.

F&GP 13/14/128 **Income and Expenditure Report to 31/01/2014.**
 The report was previously circulated.

There were a number of requests for clarification regarding items of income and expenditure, which included the payment of non-domestic rates within the Welfare Ground. The Assistant Clerk clarified a number of the requests and advised that further investigation would be needed for the payment of non-domestic rates within the Welfare Ground.

RESOLVED: That enquiries be made into the regulations regarding payment of non-domestic rates.

F&GP 13/14/129 **Cash Cheques.**
 The Assistant Clerk advised that there were no cheques.

F&GP 13/14/130 **Bank Transfer.**
 The Assistant Clerk informed Members that the transfer for February was £33,730.13
RESOLVED: To ENDORSE transfers.

F&GP 13/14/131 **Invoices for endorsement for payment.**

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Payment Ref:	Re-charged Amount
Allstar	05.02.14	Fuel	£52.43	D/D	
Allstar	29.01.14	Fuel	£97.90	D/D	
Allstar	26.02.14	Fuel	£368.18	DD	
Angel Springs Limited	31.01.14	Water Cooler Rental	£34.42	D/D	
Asbestos Surveys & Inspections	10.02.14	Asbestos survey - Bowls Tea Room	£270.00	311952	
Asbestos Surveys & Inspections	10.02.14	Asbestos survey - Chapel Of Rest	£270.00	311952	
Ashley Gases	03.02.14	CO2	£17.52	311953	
BOC	31.01.14	SWC Cellar CO2 monitor	£31.98	D/D	
Booker	13.02.14	Coffe, sugar, teabags, bar stock	£221.09	D/D	
Booker	30.01.14	Cleaning materials, sweets, toilet rolls	£254.03	D/D	
British Gas	04.02.14	Electricity - Cemetery	£477.47	D/D	
British Gas	14.02.14	Electricity - Sports Pavillion	£25.54	D/D	
British Gas	14.02.14	Electricity - Memorial Park	£40.72	D/D	
British Gas	14.02.14	Electricity - HCW AFC	£180.66	D/D	£180.66
British Gas	14.02.14	Electricity - Welfare Ground	£49.11	D/D	
British Gas	14.02.14	Electricity - SWC	£577.10	D/D	
Castle Eden Beer Company	14.02.14	Bar stock	£168.00	311942	
Concept	10.02.14	Cost per copy	£23.94	D/D	
D.T.A.	27.02.14	Bar Stock	£168.00	311942	
Durham County Council	18.02.14	SWC - Passenger Lift Service	£60.43	311954	
Durham County Council	21.02.14	Chainsaw chains	£21.60	311954	
Durham County Council	24.01.14	Grass cutting contract	£663.60	311954	
Durham County Council	28.01.14	Parish Elections re-charge	£3,921.86	311956	
Durham Miners Gala	17.01.14	advert - durham miners gala brochure	£160.00	311940	
ESE Direct	27.01.14	Grit bin 350ltr	£142.02	311955	
Eurooffice	13.02.14	Highlighters, staples, A4 paper	£36.36	311957	
GO2 Electrical	28.02.14	Re-labelling of isolators and distribution boards	£160.00	311958	

GO2 Electrical	28.02.14	Installation of door bell	£125.00	311958	
GO2 Electrical Services	19.02.14	Electrical repairs	£375.00	311958	
Haswell Catering Services	14.02.14	Electricity re-charge for Green Leaf Café - July 2013 - January 2014	£830.88	311959	
Integrated Office Systems	27.02.14	Heavy Duty Refuse Sacks	£93.00	311960	
ITC	24.02.14	Call out - faulty IT equipment	£297.00	311961	
L.H. Electrical	19.02.14	Installation of six electric curtain heaters	£1,429.61	311962	
LWC	28.02.14	Bar Stock	£637.93	DD	
LWC	07.02.14	Bar stock	£448.29	D/D	
LWC	14.02.14	Bar stock	£448.02	D/D	
LWC	21.02.14	Bar stock	£471.69	D/D	
Machine Mart	11.02.14	Pump, hose, hose clip	£232.57	311963	
Machine Mart	23.01.14	Various ppe equipment, chainsaw oil	£124.65	311963	
Maxwells DIY	01.02.14	Various DIY supplies	£82.21	311964	
MKM	13.02.14	Rod, nuts & washers	£6.44	311965	
MKM	24.01.14	Hardwood	£24.10	311965	
MKM	24.01.14	Posts	£106.18	311965	
MKM	24.01.14	Hardwood	£48.10	311965	
MKM	28.01.14	Carcassing	£11.54	311965	
MKM	29.01.14	Fence capping	£76.98	311965	
MKM	29.01.14	Fence capping	-£17.11	311965	
Mortons	24.01.14	Legal provision - HCWAFc	£5,040.00	311938	
Niramax	09.02.14	Trade waste	£60.54	311966	
Niramax	16.02.14	Trade waste	£60.54	311966	
Niramax	23.02.14	Trade waste	£68.94	311966	
Niramax	31.01.14	Trade waste	£68.94	311966	
Niramax	28.02.14	Trade Waste	£60.54	311966	
NTE	01.02.14	Telephone and Internet Charges	£152.23	D/D	
O'Brien	31.01.14	Paper recycling	£13.20	311967	
Ords Group	08.02.14	Envelopes, putty, black pens	£31.32	311968	
PRS	30.01.14	Performing rights	£751.93	311969	
RBS	01.02.14	Bookings software maintenance	£204.00	311970	
Rigby Taylor	14.02.14	Line marker, fertilizer	£456.48	311971	
Spaldings	22.01.14	Wheelbarrow, rake, loppers	£220.73	311972	
Spaldings	29.01.14	Hedgetrimmer	£222.00	311972	
St John Ambulance	06.02.14	First Aid Training x 4	£552.00	311974	
Steadfast	20.02.14	Call out - Green Leaf Café / Maint. Intruder alarm	£170.40	311973	
TESS	31.01.14	Porta-loo	£52.45	311975	
TGMS Ltd	20.02.14	Rugby Pitch Survey	£765.00	311976	
The Co-operative Bank	03.02.14	Bank charges	£32.40	D/D	
Trevor Jones	03.03.14	Refurbishment - Cemetery Toilets	£25,420.00	311977	
Vitax	04.02.14	Battery	£41.15	311978	
Vodafone	14.02.14	Mobile phone charges	£83.48	DD	
Weardale Construction	13.02.14	Supply & fit 3no. Windows with locks	£2,130.00	311943	
Wilf Husband	17.02.14	Chippings	£268.80	311979	
		Invoice Total February 2014	£51,273.11		

RESOLVED: To ENDORSE the invoices for payment

F&GP
13/14/132

Members/Officers Allowances.

The Assistant Clerk advised she had received Participation Allowance for Councillors J White and D Tait and Subsistence Claims for J Bush, R Hepworth, C Muir and A Lee totaling £594.13.

RESOLVED: that payments be ENDORSED.

F&GP
13/14/133

SWC Sub-Committee Minutes of Meeting held 20th February 2014.

RESOLVED: that the minutes be NOTED.

F&GP
13/14/134

Computer Upgrade.

Members gave consideration to meeting the cost of upgrading computers from the Administration Reserve.

RESOLVED: to APPROVE the expenditure for upgrading of computers from the Administration Reserve.

F&GP
13/14/135

DCLG Council Tax Referendum Information Note.

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

RESOLVED: that the information given be NOTED.

- F&GP** **Cheque signatories Updated.**
13/14/136 Members gave consideration to the above which had been previously circulated.
RESOLVED: that the information given, be NOTED.
- F&GP** **Donation Request: Great North Air Ambulance.**
13/14/137 Members gave consideration to correspondence received from the Great North Air Ambulance with regard to a donation request.
RESOLVED: that a donation of £150 be APPROVED.
- F&GP** **A1086 Pedestrian Crossing Works.**
13/14/138 Members gave consideration to correspondence previously circulated with regard to A1086 Pedestrian Crossing Works.
RESOLVED: that the information given, be NOTED.
- F&GP** **Asbestos Building Surveys.**
13/14/139 The Assistant Clerk advised on the report which had been previously circulated. She advised that a number of surveys had been carried out as we had managed to negotiate a very good deal on the cost of each survey on the surmise that this particular company be employed to carry out the remainder of the surveys.
- She also advised Members under instruction, that the cost saved in the Welfare Park Bowls Tea Room survey could be used to meet the costs of carrying out the works needed to the pillars for the gates to the Rugby Club park entrance.
RESOLVED: that the information given, be NOTED.
- F&GP** **Rescission of Resolution F&GP 13/14/095 SWC Automatic Door Quotations.**
13/14/140 Members gave consideration to the rescission of the resolution made as above, a copy of the necessary five signatories had been previously circulated.
RESOLVED: that the rescission of the above be APPROVED.

FULL PARISH COUNCIL
Minutes of Meeting held 6th March 2014

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

Staff: Mrs J S Hunt (Assistant Clerk).

Apologies: Councillors M Clark, W Hill, W Smith and L Williams.

HPC **Sure Start Local Advisory Board Meetings.**

13/14/155 Members gave consideration to the nomination of one Member to attend Horden and Blackhall Local Advisory Board Meetings, which are to be held once a quarter, on behalf of the Parish Council.

Councillor Clark gave a brief update on how the invitation had emerged.

RESOLVED: that Councillor Robinson be NOMINATED.

HPC **Queens Garden Party 2014.**

13/14/156 Members gave consideration to correspondence received from CDALC with regard to the nominations to attend the Queens Garden Party in Buckingham Palace on 3rd June 2014.

RESOLVED: that the information given, be NOTED.

HPC **Sevenoaks Town Council SCA Business Rates Proposal.**

13/14/157 Members gave consideration to correspondence received from S Ragg with regard to NALC request to Larger Councils to support STC SCA submission to DCLG – business rates.

RESOLVED: to send correspondence in support of the above.

HPC **Members Delegated to Outside Bodies.**

13/14/158 Councillor Clark gave a brief update on Horden In Bloom, in which copies of minutes are available.

RESOLVED: that the information given, be NOTED.