

HORDEN PARISH COUNCIL
Minutes of Meeting held 2nd April 2015

Present: Councillor J White (Chairman)
 Councillors J Clark, M Clark, E Connor, W Hill, D Langan, D Nicol, I Roberts, D Tait, L Williams, E Wood.

Staff: Ms J S Hunt (Assistant Clerk), Miss G Rowe (Admin & Finance Officer) and Mr J Bush (Parks and Cemetery Manager).

Also Present:

Prior to the commencement of the meeting the Chairman read the following "I would like to advise Members of this Committee and Members of the Public that, in line with the amendment to 'the Public Bodies Admission to Meetings Act 1960, which came into force in August 2014, parts of this Meeting may be recorded by photographic, video and audio means".

HPC 14/15/155 **Apologies for Absence.**
RESOLVED: Apologies RECEIVED and approved for Councillors G Phillips, M Robinson and W Smith.

At 6:05pm Cllr R Bagnall entered the Meeting.

HPC 14/15/156 **Minutes of the Meeting of Horden Parish Council held 5th March 2015.**
RESOLVED: That the minutes be confirmed as a correct record to be signed by the Chairman subject to the following amendments:
F&GP 14/15/119 Durham County Council Human Resources Training.
RESOLVED: That the Clerk, Assistant Clerk and managerial staff attend along with Councillors D Langan, W Smith, I Roberts and W Hill and that enquiries are made to check if there are any alternative dates as two of the dates provided clash with Council Meetings.
 Cllrs L Williams and E Wood be removed as attending the Full Parish Council Meeting.

HPC 14/15/157 **Matters Arising – Assistant Clerk’s Report.**

P&C 14/15/048	Damage / Incident Reports – Rugby Club have been contacted and correspondence received will be placed on HRG agenda for consideration.
P&C 14/15/051	Cemetery Staff Room Arrangements – Two quotations have been received, awaiting a further quotation, this item will then be placed on the next appropriate F&GP Committee.
F&GP 14/15/119	Councillors and staff that can attend have been booked on to the HR Training Courses. No alternative dates were available.
HPC 14/15/149	Apologies for Absence – Standing Orders have been updated, which will then be placed for approval on May agenda.
HPC 14/15/152	Resignation of Councillors M Robinson and G Phillips – Letters sent to both Councillors.

HPC 14/15/158 **Items Tabled for Information.**
 There were no items tabled for information.

At 6:10pm PCSO Nicola Bowman entered the Meeting.

HPC 14/15/159 **Police Report**
 The Chairman welcomed PCSO Nicola Bowman to the meeting who reported on the following incidents:-

Recorded incidents in Horden	238
Burglary	8
Vehicle crime – theft of and from	3
Rowdy, Nuisance Behaviour	36
Criminal Damage	11

Cllr E Connor thanked PCSO Nicola Bowman for passing on the information regarding fires on the Coastal

Banks and the Police have been proactive in the area as a result.

The Chairman thanked PSCO Bowman for attending.

RESOLVED: That the information be NOTED.

At 6:25pm PCSO Nicola Bowman left the Meeting.

HPC
14/15/160

Public Participation

There were no members of the public who wished to speak.

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PARKS AND CEMETERY COMMITTEE
Minutes of Meeting held 2nd April 2015

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

Staff: Ms J S Hunt (Assistant Clerk), Miss G Rowe (Admin & Finance Officer) and Mr J Bush (Parks and Cemetery Manager).

Also Present:

Apologies: G Phillips, M Robinson, W Smith.

P&C **Parks & Cemetery Manager's Report.**
14/15/053 Report previously circulated covering the period 23rd February to 22nd March 2015.
RESOLVED: That the information be NOTED.

P&C **Damage/Incident Reports.**
14/15/054 Health and Safety Inspections of the Chapel of Rest and Ambulance House previously circulated. The Parks and Cemetery Manager advised that all remedial work needed at Ambulance House was under £500 and within his remit to spend therefore he would have the work carried out as soon as possible.

Members discussed the condition of the Chapel of Rest and the kitchen at the Green Leaf Café. The Assistant Clerk advised Members that Mencap are yet to clean the oven and advised she would give Mencap one last opportunity before advising them she would have the work carried out and they would be invoiced for the work.

RESOLVED: That Members contact the Parish Council Office to arrange a time and date for a site visit to the Chapel of Rest.

At 6:48pm the Assistant Clerk left the Meeting.

At 6:49pm the Assistant Clerk and Mr Leadbitter entered the Meeting.

P&C **Station Road Allotments.**
14/15/055 *At 6:50pm Cllr L Williams declared an interest and left the room.*

The Chairman welcomed Mr Leadbitter, Station Road Allotment Secretary, to the Meeting. Mr Leadbitter provided a background on the current bollards placed at the rear of Almond Terrace and advised Members that the current bollards are not providing any deterrent to quad and off road bikes. The Allotment Society are proposing that a barrier be placed across the pathway, to stop the nuisance to residents, at no cost to the Parish Council.

Members proceeded to question Mr Leadbitter regarding access. The Chairman thanked Mr Leadbitter for attending.

At 7:03pm Mr Leadbitter left the Meeting.

RESOLVED: that enquiries are made with Durham County Council to see if the pathway is classed as a bridal way, the emergency services to check access and to Castle Eden Estates for permission to erect the barrier.

FINANCE AND GENERAL PURPOSES COMMITTEE
Minutes of Meeting held 2nd April 2015

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

Staff: Ms J S Hunt (Assistant Clerk), Miss G Rowe (Admin & Finance Officer).

Also Present:

Apologies: G Phillips, M Robinson, W Smith.

F&GP 14/15/120 **Parish Council Financial Status – Bank Balances.**
 The Assistant Clerk reported the bank balances as at 31/03/2015 being £384,768.98.
RESOLVED: that the information be NOTED.

F&GP 14/15/121 **Income and Expenditure Report to 28/02/2015.**
 The report was circulated prior to the meeting.
RESOLVED: that the report be NOTED.

F&GP 14/15/122 **Cash Cheques.**
 The Assistant Clerk requested a cash cheque totaling £180.00 be endorsed for payment.
RESOLVED: to ENDORSE cheque for payment.

F&GP 14/15/123 **Bank Transfer.**
 The Assistant Clerk informed Members that the transfer for March 2015 was £21,974.04.
RESOLVED: To ENDORSE transfers.

F&GP 14/15/124 **Invoices for endorsement for payment.**
RESOLVED: To ENDORSE the following invoices for payment:

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Payment Ref:
All Star	11.03.15	Fuel Charges	£215.22	D/D
All Star	25.03.15	Fuel Charges	£165.03	D/D
Angel Springs	28.02.15	SWC Water Cooler Rental	£37.33	D/D
Arbor Division	16.03.15	Removal of Crack Willow Tree	£498.00	BACS
Arbor Division	31.03.15	Remove Poplar Tree Welfare Park	£930.00	312356
Ashely Gases	16.03.15	SWC Cellar Gases	£8.76	BACS
BOC	28.02.15	SWC CO2 Monitor	£32.88	D/D
Bookers Wholesale	18.03.15	SWC Bar Supplies	£268.99	D/D
British Gas	11.03.15	SWC Electricity 29/01/15 - 01/03/15	£599.46	D/D
British Gas	11.03.15	Welfare Pk Electricity 29/01/15 - 28/02/15	£8.45	D/D
British Gas	11.03.15	Sport Pavilion Electricity 29/01/15 - 27/02/15	£13.20	D/D
British Gas	11.03.15	Memorial Pk Electricity 29/01/15 - 28/02/15	£36.00	D/D
British Gas	11.03.15	Cemetery Electricity 29/01/15 - 25/02/15	£107.77	D/D
Cannon	01.04.14	Sanitary Disposal Café April 14 - March 15	£44.93	BACS
Cannon	04.10.13	Sanitary Disposal Café Oct 2013 - March 14	£22.46	BACS
Cemetery Dev. Services	28.02.15	Design & Access Statement, Planting Proposal	£3,120.00	312359
Co-op Bank	02.03.15	FD Online & BACS Fees	£59.56	D/D
Davmar	13.02.15	Staff Clothing (back order)	£97.44	BACS
DTA	27.02.15	Scorpion Lager	£252.00	BACS
DTA	20.03.15	Scorpion Lager	£168.00	BACS
DPS	04.03.15	New tiles & flooring Sports Pavilion	£3,385.20	312345
Durham County Council	02.03.15	Service & Repairs John Deere	£574.80	BACS
Durham County Council	16.03.15	Repairs to tractor tyres	£24.30	D/D
Durham County Council	16.03.15	Repair roller fuel tap & line	£45.00	D/D
Durham County Council	17.03.15	Repairs to Chainsaw	£22.50	BACS
Durham County Council	20.03.15	Occupational Health Appt	£45.00	BACS
Eurooffice	11.03.15	Paper & Fax Rolls	£94.04	BACS
Harbro Electrical	16.03.15	Fluorescent Lights SWC	£61.50	BACS

Innerglass	23.03.15	SWC Cleaning Supplies	£186.20	BACS
Keep Britain Tidy	24.03.15	Memorial Park Green Flag Application	£374.40	312357
Keep Britain Tidy	24.03.15	Welfare Park Green Flag Application	£500.40	312357
Lloyd Ltd	18.03.15	Service & Repairs Kubota	£265.26	BACS
LWC Wholesale	27.02.15	SWC Bar Supplies	£1,006.41	D/D
LWC Wholesale	27.03.15	SWC Bar Supplies	£1,119.98	D/D
Maxwells DIY	28.02.15	DIY Supplies	£20.29	BACS
MKM Building Supplies	05.03.15	Pipe,coil, connector & plug	£61.98	BACS
MKM Building Supplies	18.03.15	Polypipe Gutter Fascia Bracket	£6.67	BACS
MKM Building Supplies	18.03.15	Various DIY Supplies	£410.26	BACS
Mortons Solicitors	19.03.15	Legal Provision	£3,720.00	312346
Niramax	28.02.15	Trade Waste	£28.56	312347
Niramax	08.03.15	Trade Waste	£52.80	312347
Niramax	15.03.15	Trade Waste	£56.40	312347
Niramax	22.03.15	Trade Waste	£64.80	312347
Niramax	31.03.15	Trade Waste	£44.40	312358
O'Brien	28.02.15	Recycle Trade Waste	£13.20	D/D
O'Brien	31.03.15	Recycle Trade Waste x2 months	£26.40	D/D
RBS	13.11.15	Alpha Software Maintenance	£130.80	BACS
Select Telecom	28.02.15	Phone Line/Calls & Internet Charges	£135.01	D/D
Treasured Memories	13.03.15	Wall Plaque	£153.06	BACS
Tyne & Wear Play Assoc.	17.03.15	Playground Inspection Course	£150.00	BACS
Vodafone	13.03.15	Mobile Phones	£85.12	D/D
Wilf Husband	26.02.15	Road Chippings	£268.80	BACS
Invoice Total for March 2015			£19,819.02	

Business Rates 2015/16

Durham County Council	09.03.15	SWC Non Domestic Rates 2015/16	£4,800.00	Std Order
Durham County Council	09.03.15	Cemetery Non Domestic Rates 2015/16	£1,188.00	Std Order
Durham County Council	09.03.15	Sports Pavilion Non Domestic Rates 2015/16	£456.00	Std Order
Durham County Council	09.03.15	Cemetery Lodge Domestic Rates 2015/16	£1,833.83	Std Order
Durham County Council	09.03.15	Park House Domestic Rates 2015/16	£1,630.07	Std Order
Durham County Council	09.03.15	Sunderland Rd Bungalow Domestic Rates 2015/16	£1,426.31	Std Order

Members/Officers Allowances.F&GP
14/15/125

The Assistant Clerk advised she had received travel expenses for Councillor J White for £22.00.
RESOLVED: That the payment be APPROVED.

F&GP
14/15/126**Audit of Accounts for Year Ended 31st March 2014**

Members discussed the correspondence from BDO regarding the issues arising from the Audit at length.
RESOLVED: That the item be held in abeyance for a future date.

F&GP
14/15/127**SWC Sub-Committee Minutes of Meeting held 19th March 2015.**

Minutes of the Meeting previously circulated.
RESOLVED: That the information be NOTED.

F&GP
14/15/128**Welfare House Roof Quotations.**

Members considered the three quotations previously circulated.
RESOLVED: that three more detailed quotations be obtained to include a guarantee and the details of the sale of the slate tiles currently on the roof.

F&GP
14/15/129**Station Road Allotments Request for Donation.**

Donation Request previously circulated.
RESOLVED: That a donation of £200.00 be APPROVED.

F&GP
14/15/130**Planning Applications.**

DM/15/00307/FPA – Two storey rear extension for Mr. M Wood at 16 Edendale Terrace, Horden, County Durham, SR8 4RD.
RESOLVED: That the information be NOTED.

FULL PARISH COUNCIL
Minutes of Meeting held 2nd April 2015

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

Ms J S Hunt (Assistant Clerk), Miss G Rowe (A&F Officer).

Staff:

Also

Present:

Apologies: G Phillips, M Robinson, W Smith

- HPC** **Accent Homes.**
14/15/161 There were no representatives present to provide an update.
- HPC** **Public Filming, Recording or otherwise Reporting at Council/Committee Meetings Policy.**
14/15/162 Draft policy previously circulated.
RESOLVED: That the policy be adopted and reviewed in twelve months' time.
- HPC** **Horden BMX Cycling Track.**
14/15/163 Details of the current lease with Durham County Council previously circulated. The Assistant Clerk advised that there is a six month notice period.
RESOLVED: To terminate the lease with immediate effect.
- HPC** **Members Delegated to Outside Bodies.**
14/15/164 Cllr E Connor previously circulated a presentation by Horden Colliery Residents Association dated 9th March 2015 regarding the vacant properties in Horden.
RESOLVED: That the information be NOTED.
- HPC** **Horden's Helping Hands.**
14/15/165 Details of the voluntary group were previously circulated.
RESOLVED: That the information be NOTED.