HORDEN PARISH COUNCIL Minutes of Meeting held 1st December 2016

Present: Councillor W Smith (Chairman)

Councillors R Bagnall, C Cain, J Clark, E Connor, D Langan, D Nicol, I Roberts, D Tait and J White.

Staff: Mr P Davison (Clerk to the Council), Miss G Rowe (Deputy Clerk), Mr C Muir (Parks and Cemetery

Manager).

Also

Present:

HPC Apologies for Absence.

16/17/092 RESOLVED: Apologies RECEIVED and approved for Councillors M Clark, W Hill, G Robson, E Wood.

HPC <u>Declarations of Interest in Items on the Agenda.</u>

16/17/093 There were no declarations of interest.

HPC Minutes of Horden Parish Council Meetings held 3rd and 8th November 2016.

16/17/094 A copy of which had been circulated to each Member.

RESOLVED: That the Minutes be confirmed as a true record and signed by the Chairman.

HPC <u>Public Participation.</u>

16/17/095 There were no members of the public present.

HPC Police Matters.

16/17/096 There were no Police present to provide a report.

PARKS AND CEMETERY COMMITTEE Minutes of Meeting held 1st December 2016

Present: Councillor J White (Chairman)

Councillors R Bagnall, C Cain, J Clark, E Connor, D Langan, D Nicol, I Roberts, W Smith, D Tait.

Staff: Mr P Davison (Clerk to the Council), Miss G Rowe (Deputy Clerk), Mr C Muir (Parks and Cemetery

Manager).

Apologies: Councillors M Clark, W Hill, G Robson, E Wood

P&C Parks and Cemetery Manager's Report.

16/17/015 The report previously circulated covered the period from 24th October to 20th November 2016. Members

discussed the existing flooding problem at the Cemetery. The Clerk advised he would write to Durham

County Council Highways to highlight any potential flooding issues arising from the highway.

RESOLVED: That the information be NOTED.

P&C Damage/Incident Reports.

16/17/016 11.11.16 Incident <u>Welfare Park</u>

A man was threatening workmen (Bowls Roof), a member of the public. He

seemed intoxicated, a member of staff persuaded him to leave.

Police informed, Incident No: 26211.11.16

14.11.16 Damage Memorial Park

4 wooden fence panels pulled off and left on the grass, one had been snapped in

half. Police informed and fence repaired. Incident No: DHM-15-11-16-0071.

RESOLVED: That the information be NOTED.

P&C Operation Spruce Up.

16/17/017 Members considered correspondence from Durham County Council regarding Operation Spruce Up.

RESOLVED: to defer the item until the January 2017 Meeting to allow Members and Officers time to bring

back further proposals.

The Parks and Cemetery Manager left the Meeting at 6:50pm

FINANCE AND GENERAL PURPOSES COMMITTEE Minutes of Meeting held 1st December 2016

Present: Councillor E Connor (Chairman)

Councillors R Bagnall, C Cain, J Clark, D Langan, D Nicol, I Roberts, W Smith, D Tait, J White.

Staff: Mr P Davison (Clerk to the Council), Miss G Rowe (Deputy Clerk).

Apologies: Councillors M Clark, W Hill, G Robson, E Wood

F&GP Parish Council Financial.

16/17/020

a) Bank Balances as at 30/11/2016.

The Deputy Clerk reported the bank balances as at 30/11/2016 being £371,227.80.

RESOLVED: that the information be NOTED.

b) Income and Expenditure Report to 31/10/2016.

Members considered the report previously circulated. The Clerk would contact Durham County Council's Energy Saving Team to investigate money saving initiatives.

RESOLVED: that the information be NOTED.

c) Debtor Report to 22/11/2016.

Members considered the report previously circulated. Members expressed concern regarding the debt owed by Horden Cricket Club.

RESOLVED: that

- (i) the Clerk contact Horden Cricket Club Friday 2nd December 2016 and convene a Special Meeting to consider the outcome of the Cricket Club's AGM regarding the debt.
- (ii) To write off historical aged debts from EHM debt of £2.00 and FCE debt of £12.00 due to the small balances involved and uneconomical to pursue.
- d) Cash Cheques.

The Deputy Clerk advised there was no cash cheque.

e) Bank Transfer.

The Deputy Clerk advised there was no bank transfer for November.

F&GP

16/17/021 Invoices for Payment.

RESOLVED: to ENDORSE payment for the attached schedule of invoices.

F&GP

16/17/022

Members/Officers Allowances.

The Deputy Clerk advised she had received the following claims:

Mileage Claim from Councillor Smith for £27.67. **RESOLVED:** That the payment be APPROVED.

F&GP

16/17/023 Premises Licence Application: JD's, Northumberland Street, Horden.

Members did not have any objections to the application.

F&GP RESOLVED: that the information be NOTED.

16/17/024

<u>Premises Licence Application: Crosslands Store, Sunderland Road, Horden.</u>

Members did not have any objections to the application.

RESOLVED: that the information be NOTED.

F&GP

16/17/025 Grant Donation Request: Great North Air Ambulance Service.

RESOLVED: to APPROVE a £150.00 donation.

F&GP

16/17/026 <u>Budget Sub-Committee Meeting.</u>

RESOLVED: That the Meeting take place Tuesday 20th December 2016 at 1pm.

F&GP

16/17/027 <u>Cricket Mower Replacement.</u>

Members considered the purchase in context of the cricket club's outstanding debt.

RESOLVED: To defer the item to a future Meeting.

F&GP Planning Applications.

16/17/028

 DM/16/03104//FPA – Fascia sign at Phoenix Workshops, 2 Blackhills Road, Horden for Miss A Stevenson.

RESOLVED: that the information be NOTED.

HORDEN PARISH COUNCIL Minutes of Meeting held 1st December 2016

Present: Councillor W Smith (Chairman)

Councillors R Bagnall, C Cain, J Clark, E Connor, D Langan, D Nicol, I Roberts, D Tait, J White.

Staff: Mr P Davison (Clerk to the Council), Miss G Rowe (Deputy Clerk).

Apologies: Councillors M Clark, W Hill, G Robson, E Wood

HPC <u>Minutes of Grievance Panel Hearing held 27th October 2016.</u>

16/17/097 A copy of which had been circulated to each Member.

RESOLVED: That the Minutes be confirmed as a true record and signed by the Chairman.

HPC <u>Minutes of Personnel Sub-Committee Meeting held 11th November 2016.</u>

16/17/098 A copy of which had been circulated to each Member.

RESOLVED: That the Minutes be confirmed as a true record and signed by the Chairman.

HPC <u>Elections 2017.</u>

16/17/099 Members discussed the upcoming Election and considered attending Election Training at County Hall 1st

March 2017 at 6pm.

RESOLVED: To send Polling Cards and to provide a Polling Station at Grants Houses. It was FURTHER

RESOLVED that Councillors D Nicol and W Smith and the Clerk attend the training.

HPC Royal Garden Party 2017.

16/17/100 RESOLVED: That Councillors J Clark and I Roberts be nominated to attend.

HPC <u>Audio Recording of Council Meetings.</u>

16/17/101 Members considered re-introducing audio recording.

RESOLVED: That the Clerk draft a suitable policy for Recording of Meetings for Members approval.

HPC <u>Casual Vacancy Election.</u>

16/17/102 The Clerk advised Members that there is to be an Election for the Casual Vacancy. This item had already been

considered in HPC/16/17/099.

RESOLVED: That the information be RECEIVED.

Meeting concluded at 8:38pm

NOVEMBER 2016 INVOICES:

SUPPLIER	DATE	DESCRIPTION		AMOUNT	Pay Ref:
All Star	02.11.16	Fuel Charges		£182.04	D/D
All Star	09.11.16	Fuel Charges		£87.08	D/D
All Star	23.11.16	Fuel Charges		£147.69	D/D
Angel Springs	31.10.16	SWC Water Cooler		£19.24	D/D
Arco	31.10.16	Jacket, Polos, Sweatshirts, T-Shirt, Hi-Vis Coat		£151.55	BACS
Ashley Gases	14.11.16	SWC Cellar Gases		£41.28	BACS
Ashley Gases	25.11.16	SWC Cellar Gases		£21.36	BACS
BOC	31.10.16	CO2 Monitor		£34.56	D/D
Booker	23.11.16	SWC Bar and Cleaning Supplies		£87.32	D/D
British Gas	08.11.16	S'land Rd Pav. Electricity 15.09.16 - 21.10.16		£37.15	D/D
British Gas	08.11.16	SWC Gas 01/10/16 - 31/10/16		£63.71	D/D
British Gas	11.11.16	Electricity Charges as below:		£601.32	D/D
		SWC 02/10/16 - 01/11/16	483.40		

Welfare Park 28/09/16 - 28/10/16 330.0			[44]			
Sports Pavillon 12/14/16 - 01/11/16			Welfare Park 29/09/16 - 28/10/16	35.00		
Memorial Park 20/09/16 - 28/10/16 19.94			Welfare Ground 02/10/16 - 31/10/16	22.07		
BT			Sports Pavilion 12/10/16 - 01/11/16	6.38		
BT 10.10.16 SWC Alarm Line Rental E.3.74 DDC Croep Bank 01.10.16 FD Online & Bosc Changes 69.28 DD Croentive Youth Opp 03.11.61 2 Days of Activities for October Half Term 2220.00 317687 Dromative Youth Opp 09.11.16 3 Spooly Speciacular Event Extras £110.00 312687 DCC 01.11.16 Auturna Bedding 22.914.27 313687 DCC 01.11.16 Flywheel PG 19759 £55.64 BACS DCC 01.11.16 Flywheel PG 19759 £55.64 BACS DCC 03.11.16 Bearings / Blade Screws PO 9652 £43.25 BACS DCC 11.11.19 SWC Scorpion Lager £98.00 BACS DTA 0.11.19 SWC Scorpion Lager £98.00 BACS DTA 1.81.116 SWC Scorpion Lager £92.20 BACS EURIfice 2.81.16 SWC Scorpion Lager £92.20 BACS EURIfice 2.81.16 Office Chairs £148.10 £158.00 BACS			Memorial Park 29/09/16 - 28/10/16	19.34		
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Homecare	GO2 Electrical Services	28.11.16	Renew light switches to stage		£70.00	BACS
Innerglass	Gordon Fletcher	03.11.16	Provision of Internal Audit Service		£250.00	BACS
Innerglass	Homecare	22.11.16	DIY Goods		£104.37	BACS
ICS	Innerglass	16.11.16	SWC Cleaning Supplies		£197.70	BACS
ITC Services Ltd	Innerglass	17.11.16	Hand Towels		£33.04	BACS
ITC Services Ltd	IOS	17.11.16	Envelopes, punched pockets, Paper		£60.98	BACS
J J Dell and Co 14.10.16 Castle Eden Estates - Allotment Rents 2015 £1,435.00 312690 LWC 04.11.16 SWC Bar Supplies £713.29 D/D LWC 18.11.16 SWC Bar Supplies £917.14 D/D LWC 25.11.16 SWC Bar Supplies £702.28 D/D M&M Productions 25.11.16 Beauty and the Beast Pantomime 25/01/2016 £1,770.00 312699 M&M Productions 25.11.16 Beauty and the Beast Pantomime 26/01/2016 £1,770.00 312699 Machine Mart 02.11.16 Layflat Hose / Motor Oil £20.38 BACS MAP Architectural Services 28.11.16 Survey & Electronic Plans Welfare Park & Buildings £1,992.00 312694 MKM 11.11.16 Treated Wood £11.04 BACS Mortons 21.11.16 Legal Provision - Supporters Club £617.00 BACS NEREO 09.11.16 KW consultant fee Grievance Hearing £287.40 BACS O'Briens Waste 31.0.16 SWC Recycling Trade Waste £15.48 D/D Screwfi	ITC Services Ltd	30.09.16	Remote Backup Service for September 2016		£30.00	D/D
LWC 0.4.11.16 SWC Bar Supplies £713.29 D/D LWC 18.11.16 SWC Bar Supplies £917.14 D/D LWC 25.11.16 SWC Bar Supplies £702.28 D/D M&M Productions 25.11.16 Beauty and the Beast Pantomime 25/01/2016 £1,770.00 312699 M&M Productions 25.11.16 Beauty and the Beast Pantomime 26/01/2016 £1,770.00 312699 Machine Mart 02.11.16 Layflat Hose / Motor Oil £20.38 BACS MAP Architectural Services 28.11.16 Survey & Electronic Plans Welfare Park & Buildings £1,992.00 312694 MKM 11.11.16 Treated Wood £11.04 BACS Mortons 21.11.16 Legal Provision - Supporters Club £617.00 BACS NEREO 09.11.16 W Consultant fee Grievance Hearing £287.40 BACS OBriens Waste 31.10.16 SWC Recycling Trade Waste £15.48 D/D Screwfix 05.10.16 Box Disposable Gloves £7.49 BACS Screwfix 05.10.16	ITC Services Ltd	31.10.16	Remote Backup Service for October 2016		£30.00	D/D
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Co-op Bank 01.12.16 Wages Week 35 £4,574.53 D/D		<u>17.11</u> .16	Wages Week 33			D/D
	Co-op Bank	24.11.16	Wages Week 34		£5,096.67	D/D
DCC Pension Fund 01.12.16 Superannuation weeks 32-35 £4,499.79 312696	Co-op Bank	01.12.16	Wages Week 35		£4,574.53	D/D
	DCC Pension Fund	01.12.16	Superannuation weeks 32-35		£4,499.79	312696

HMRC	01.12.16	PAYE weeks 32-35	£4,934.49	312695
Durham County Council	01.12.16	Attachment of Earnings weeks 32-35	£36.75	312697
HM Courts & Tribunals	01.12.16	Attachment of Earnings weeks 32-35	£40.00	312698
	Invoice Total for November 2016		£58,562.32	