

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 **Declarations of Interest in Items on the Agenda.**
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 **Public Participation.**
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 Welfare Park

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

16/17/024

Premises Licence Application: Crosslands Store, Sunderland Road, Horden.

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

Budget Sub-Committee Meeting.

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

F&GP

16/17/027

Cricket Mower Replacement.

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

RESOLVED: To defer the item to a future Meeting.

F&GP

16/17/028

Planning Applications.

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

RESOLVED: that the information be NOTED.

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

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

HPC **Minutes of Grievance Panel Hearing held 27th October 2016.**
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 **Minutes of Personnel Sub-Committee Meeting held 11th November 2016.**
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 **Elections 2017.**
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 **Audio Recording of Council Meetings.**
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 **Casual Vacancy Election.**
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 29/09/16 - 28/10/16	35.00	
		Welfare Ground 02/10/16 - 31/10/16	22.07	
		Sports Pavilion 12/10/16 - 01/11/16	6.38	
		Memorial Park 29/09/16 - 28/10/16	19.34	
		Cemetery 29/09/16 - 28/10/16	35.13	
BT	10.10.16	SWC Alarm Line Rental	£3.74	D/D
Co-op Bank	01.10.16	FD Online & Bacs Charges	60.26	D/D
Creative Youth Opp	03.11.16	2 Days of Activities for October Half Term	£220.00	312687
Creative Youth Opp	09.11.16	Spooky Spectacular Event Extras	£110.00	312687
Darlington Borough Council	15.11.16	Autumn Bedding	£2,914.27	312688
DCC	01.11.16	Occupational Health Appointment	£45.00	BACS
DCC	01.11.16	Flywheel / Ignition Timing & Flywheel PO 9759	£55.64	BACS
DCC	03.11.16	Bearings / Blade Screws PO 9652	£43.25	BACS
DCC	11.11.16	Service and regrind mower & repair strimmer	£337.12	BACS
DCC	23.11.16	SWC 2016/17 Gas Boiler Service	£440.34	BACS
DTA	04.11.16	SWC Scorpion Lager	£84.00	BACS
DTA	18.11.16	SWC Scorpion Lager	£252.00	BACS
EDF	14.11.16	S'land Rd Pav. Electricity 22.10.16 - 14.11.16	£139.00	D/D
Eurooffice	25.11.16	Office Chairs	£145.10	BACS
Eurooffice	28.11.16	Projector Screen (SWC)	£105.35	BACS
GO2 Electrical Services	10.11.16	SWA Power Supply for Cricket Scorebox	£630.00	BACS
GO2 Electrical Services	22.11.16	Supply & Fit SWC Security Light	£90.00	BACS
GO2 Electrical Services	28.11.16	Renew light switches to stage	£70.00	BACS
Gordon Fletcher	03.11.16	Provision of Internal Audit Service	£250.00	BACS
Homecare	22.11.16	DIY Goods	£104.37	BACS
Innerglass	16.11.16	SWC Cleaning Supplies	£197.70	BACS
Innerglass	17.11.16	Hand Towels	£33.04	BACS
IOS	17.11.16	Envelopes, punched pockets, Paper	£60.98	BACS
ITC Services Ltd	30.09.16	Remote Backup Service for September 2016	£30.00	D/D
ITC Services Ltd	31.10.16	Remote Backup Service for October 2016	£30.00	D/D
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	31.10.16	SWC Recycling Trade Waste	£15.48	D/D
Screwfix	05.10.16	Box Disposable Gloves	£7.49	BACS
Screwfix	05.10.16	Safety Boots	£24.99	BACS
Select Telecom	31.10.16	Phone Lines, Calls and Internet	£139.91	D/D
Shotton Parish Council	22.11.16	S Wardle Fees (Final)	£1,656.70	312691
Trevor Jones	07.11.16	Welfare Hse Bathroom leak, new bath panel, screen	£252.00	312692
Trevor Jones	17.11.16	Service Welfare Park Hse Combi Boiler	£60.00	312692
Veolia	31.08.16	Trade Waste Welfare Park August 2016	£105.60	BACS
Veolia	31.10.16	Trade Waste Welfare Park October 2016	£105.60	BACS
Viking	08.11.16	3 Boxes A4 Paper / Filofax A5 Diary Insert	£55.75	BACS
Vodafone	22.11.16	Mobile Phones	£55.58	D/D
Welsh (J & L) Roofing	13.11.16	New Roof for Bowls Pavilion (Funded by AAP)	£8,500.00	312686
OTHER PAYMENTS - NO INVOICES				
Co-op Bank	10.11.16	Wages Week 32	£5,013.66	D/D
Co-op Bank	17.11.16	Wages Week 33	£5,226.34	D/D
Co-op Bank	24.11.16	Wages Week 34	£5,096.67	D/D
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	