

HORDEN PARISH COUNCIL
Minutes of Meeting held 6th July 2017

Present: Councillor D Tait (Chairman)
 Councillors C Cain, J Clark, E Connor, D Langan, F Leadbitter, W Morrow, J Robinson, L Williams, E Wood.

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

HPC **Apologies for Absence.**
17/18/065 **RESOLVED:** Apologies RECEIVED and APPROVED for Councillor R Bagnall, I Mclean, I Roberts, W Smith

HPC **Declarations of Interest.**
17/18/066 Cllr J Robinson declared a Prejudicial Interest on Item 13(iii) Debtor Report.

HPC **Minutes of the Horden Parish Council Meetings 2nd, 8th, 21st and 28th June 2017.**
17/18/067 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 **Police Report.**
17/18/068 As there were no Police present to provide a report the Clerk provided Members with a Police response to the Damage and Incident Reports submitted in June. Cllrs C Cain and E Connor expressed their lack of satisfaction with the Police's response.
RESOLVED: That the Clerk correspond with Inspector Blakelock copying in Police Crime Commissioner, Ron Hogg, regarding staff safety concerns and lack of Police response.

HPC **Declaration of Disclosable Pecuniary Interests and Other Registerable Interests.**
17/18/069 The Clerk took receipt of Councillor J Clark's Declaration of Interests.

HPC **Requests for Dispensation.**
17/18/070 **RESOLVED:** The dispensation requests for Councillors E Wood, E Connor, L Williams, W Morrow, J Robinson and F Leadbitter be APPROVED.

HPC **Review of the Council's Authorised Signatories.**
17/18/071 Members gave consideration to the authorised signatories report which had been previously circulated.
RESOLVED:

- i. That Councillors J Clark and E Wood be removed from the list of signatories.
- ii. Authorised signatories Cllrs C Cain, F Leadbitter, I Mclean, I Roberts, D Tait, R Bagnall, E Connor, W Morrow, W Smith and L Williams be APPROVED.

HPC **Councillor Training.**
17/18/072 Members considered attendance at the training provided by County Durham and Cleveland County Training Partnership.
RESOLVED:

- i. Councillor Training - Cllrs L Williams and W Morrow attend.
- ii. Chairmanship Training - Cllr L Williams attend.
- iii. NE Regional Event - Cllr E Wood attend.
- iv. Code of Conduct - Cllrs L Williams, E Connor, W Morrow and F Leadbitter attend.
- v. Employing People - Cllrs J Robinson, D Langan, E Connor and F Leadbitter attend.
- vi. Managing Performance, Capability and Disciplinary - Cllrs D Langan, J Robinson and F Leadbitter attend.

HPC **County Durham Association of Local Councils Nominations.**
17/18/073 **RESOLVED:** To make the following nominations;

- i. President of the Association – Mr Grahame Morris MP.
- ii. 3 Vice-Presidents – Cllr David Bell, Cllr Ralph Harrison and Cllr E Connor.
- iii. Honorary Treasurer – no nomination made.
- iv. Honorary Auditor – no nomination made.

HPC **Member Reports Appointed to Outside Bodies.**
17/18/074 No reports were provided.

HPC **Durham Local Council's Charter.**
17/18/075 Members considered the draft revised Charter between Durham County Council and local councils in County Durham.

RESOLVED: That no comment be made and the information be NOTED.

At 6:50pm Mr C Muir, Parks and Cemetery Manager entered the Meeting.

**HPC
17/18/076**

Parks and Cemetery Matters:

i. Parks and Cemetery Managers Report.

The report previously circulated covered the period 27th May to 23rd June 2017. Members enquired after a staff members' welfare following an incident in the Welfare Park.

RESOLVED:

- i. To thank the Parks and Cemetery staff for their work at the Teddy Bears Picnic and their efforts in rectifying the damage caused by vandals.
- ii. That a letter of gratitude be sent to County Councillors J Clark and I Mclean for their donations towards the Summer Events.
- iii. **Damage and Incident Reports.**

01.06.17 Damage Welfare Park – Junior Play Area

Two areas of safety surface pulled up approximately a square meter. Police notified. Incident number: 141

10.06.17 Incident Sunderland Road

At evening lock up (8pm), there was a report of Transit van with motorbikes onboard, on Sunderland Road. Police notified at 8.15pm incident number 430.

11.06.17 Incident Welfare Park

Youths causing trouble in the park, a member of staff was called in early to help weekend member of staff. One of the youths said he was going to get his mates to come down and sort the lads out. Police were called but did not come out.

11.06.17 Incident Welfare Park

A group of 8-12 youths stole a brush and shovel from the trailer, staff asked for them back and they wouldn't hand them over then a few minutes later threw them on the ground. Staff called the police at 5.30pm and were advised they would send someone out.

Police still hadn't arrived and the youths were being verbally abusive to staff, Parks & Playing Fields Supervisor was called, who advised staff to go to the works cabin and lock the door. Police were called again.

The oldest youth stood outside the cabin for 5-10 minutes shouting verbal abuse and finally left. Then 15 minutes later he approached the Tea Room and kicked the door 3 times, he left and returned 10 minutes later kicking the door again and again. Police were called again.

Supervisor and 4 other members of staff came down to the park for support and called the police, the police finally arrived at 8.45pm staff told them what had happened and they drove off.

16.06.17 Damage Welfare Park Car Park

6 railings broken off wooden fence adjacent to Football club to gain access to the field. Reported to police at 8.40am ref number: 98

16.06.17 Damage Memorial Park

Approximately 8 plants pulled out of freshly planted bedding area. 3 were re-planted, the remainder were unsalvageable. Police were notified still waiting for them to call back with a crime number.

21.06.17 Incident Welfare Park

2 young girls were running in front of the Tractor and Ride-on whilst Joe was working, and giving him verbal abuse. The girls were asked to leave but stayed and carried on with the verbal abuse. Police informed Incident Number: 364

22.06.17 Damage Welfare Park

Extensive damage to 1 of the freshly planted flower beds, the damage was beyond repair. The area was tidied and tried to call police but no answer at the time.

22.06.17 Damage Memorial Park

A lot of plants were pulled out of the beds and bikes had been rode through the main bed. Police were notified incident number: 0079

23.06.17 Damage Welfare Park

10 plants pulled out of flower bed on the main drive, couple of beds trampled flat. Police informed incident number: 0071

23.06.17 Damage Memorial Park

At least 41 plants pulled out of beds, none are salvageable police notified, incident number: 0077. Police visited 24.06.17 at 5.30pm to discuss previous reports of plants being pulled out they advised they would try to get someone in next week to view CCTV, and they would try to get police to call into the parks on evenings.

RESOLVED: Further to the update provided under the Police Report the information be NOTED.

iv. Thorpe Road Cemetery Extension Update.

The Clerk advised Members that the Archeology Report is now complete with a copy expected in the next week. The Clerk further advised that a site meeting would take place Tuesday 11th July with Cemetery Development Services and Durham County Council and the surveyor is due imminently to stake the boundary to ensure accuracy for the boundary fencing.

RESOLVED: That the information be NOTED.

v. Sunderland Road Pavilion Roof Replacement Update.

The Deputy Clerk advised Members that the Tender exercise for the replacement roof was underway with considerable interest. She further advised that the closing date for Tenders was 12 noon on Friday 21st July 2017 with the opening of sealed tenders at 1pm for which three Members would be requested to attend.

RESOLVED: Councillors J Clark, E Connor and L Williams open sealed tenders and the information be NOTED.

The Meeting was adjourned at 7:05pm

The Meeting re-opened at 7:15pm

**HPC
17/18/077**

Finance and General Purposes Matters:

i. Bank Balances as at 30/06/2017.

The Deputy Clerk reported the bank balances as at 30/06/2017 being £764,246.67.

RESOLVED: That the information be NOTED.

ii. Income and Expenditure Report.

Members queried some overspend under Budget Headings Social Welfare Centre Buildings and Welfare Park Equipment Repairs.

RESOLVED: That the information be NOTED.

At 7:30pm Cllr J Robinson left the Meeting.

iii. Debtor Report.

Members considered the report previously circulated.

RESOLVED: The Clerk seek legal advice on the validity of the existing agreement between Horden Parish Council and Peterlee Town Council for the payment of cemetery contributions.

At 7:45pm Cllr J Robinson re-entered the Meeting.

iv. Cash Cheques.

The Deputy Clerk requested a cash cheque for £200 for Petty Cash

RESOLVED: To ENDORSE cheque for payment.

v. Bank Transfer.

RESOLVED: The Deputy Clerk advised there was no bank transfer for June 2017.

vi. Invoices for endorsement for payment.

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

vii. Members/Officers Allowances.

The Deputy Clerk advised she had received the following claims:

Participation Allowance from Councillor F Leadbitter for £571.93.

Participation Allowance from Councillor D Langan for £571.93.

Participation Allowance from Councillor J Robinson for £571.93.

Participation Allowance from Councillor L Williams for £571.93.

RESOLVED: That the payments be APPROVED.

At 8:15pm Mr A Atchinson, SWC Manager entered the Meeting.

**HPC
17/18/078**

SWC Managers Report.

Members discussed the content of the report which had been circulated to each Member.

RESOLVED: That the information be NOTED.

At 8:28pm Mr A Atchinson, SWC Manager left the Meeting.

- HPC 17/18/079** **Vintage Tea Room Window Replacement.**
Members considered three quotations.
RESOLVED: To award Company A, Almond Windows the contract at a cost of £6,350 + VAT funded from the Property Repair Reserve.
- HPC 17/18/080** **Welfare Park Storage Building Roller Shutter.**
Members considered three quotations.
RESOLVED: To award Company B, Armstrong Home Improvements the contract at a cost of £2,500 funded from the Property Repair Reserve.
- HPC 17/18/081** **SWC Curtains Main Hall Upper Floor Replacement.**
Members considered a quotation for replacement fire retardant, lined curtains for the Main Hall and Lounge.
RESOLVED: To purchase replacement curtains for the Main Hall only at a cost of £4,000 from Curtains by Sue Roberts funded from the Social Welfare Centre Improvement Repair Reserve.
- HPC 17/18/082** **Variation of Premises Licence: JD Limited.**
Members considered an application for an extension of times for live music and sale of alcohol 11:00hrs to 00:30hrs Monday to Sunday.
RESOLVED: To object on the grounds of litter and noise disturbance stipulating a maximum cut off time of 23:00 for live music and 23:30 for sale of alcohol.
- HPC 17/18/083** **Street Lighting Review.**
A copy of which had been circulated to each Member.
RESOLVED: Further to the extensive review carried out in October 2016 the information be NOTED.
- HPC 17/18/084** **Asset Management Property Condition Surveys.**
Members considered the draft property condition survey specification.
RESOLVED: That the Deputy Clerk make further enquiries to schedule the review the whole of the Council's property portfolio.
- HPC 17/18/085** **Horden Banner Committee: Banner Loan Request.**
A copy of which had been circulated to each Member.
RESOLVED: That the information be NOTED.
- HPC 17/18/086** **St Mary's Cemetery Memorial Cleaning.**
Members considered a quotation to clean and re-paint the closed St Mary's Churchyard memorial.
RESOLVED:
- i. That Scotts Memorials clean the memorial at a cost of £288 + VAT.
 - ii. The work is funded from Other Grants Budget under the Power to Maintain Memorials – Parish Council and Burial Authorities (Miscellaneous Provisions) Act 1970, S.1 Power to Contribute towards expenses of Cemeteries Local Government Act 1972 S.215(6).
- HPC 17/18/087** **Planning Applications.**
- (a) **DM/17/01858/FPA (enclosed)** – erection of single storey extension to rear and alterations to front openings at 5 Primrose Avenue, Horden for Mrs. J Wandlass.
 - (b) **DM/17/01943/FPA (enclosed)** – Single and two storey extensions at 8 Wraith Terrace, Horden for Mrs. L Ward
- RESOLVED:** No objections be made and the information be NOTED.

Meeting concluded at 9:20pm

Horden Parish Council Invoices for Payment

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Ref:
All Star	07.06.17	Fuel Charges	£112.77	D/D
All Star	15.06.17	Fuel Charges	£185.02	D/D
All Things Fun	03.07.17	Magic Jack & Airbrush Tattoo Teddy Bears Picnic	£285.00	BACS
Angel Springs	31.05.17	SWC Water cooler	£19.24	D/D
Ashley Gases	12.06.17	SWC Cellar gases	£9.96	BACS
BOC	30.06.17	SWC CO2 Monitor	£34.56	D/D
British Gas	12.06.17	Electricity Charges (as below)	£617.81	D/D
		SWC 27/04/17-01/06/17	509.50	
		Welfare Park 29/04/17-27/05/17	22.09	
		Welfare Ground 02/05/17-31/05/17	22.44	

		Cricket Pavilion 29/04/17-28/05/17	13.20	
		Memorial Park 29/04/17-28/05/17	22.10	
		Cemetery 29/04/17-28/05/17	28.48	
British Gas	02.06.17	Works Building/café electricity (Re-charge £130.08)	£271.71	312799
British Gas	13.06.17	SWC Gas charges 01.03.17 - 31.05.17	£1,603.54	D/D
CNG	10.06.17	Supporters Club Gas Fixed Charges	£5.00	BACS
Co-Op Bank	01.06.17	BACS charges	£59.56	D/D
Creative Youth Opportunities	03.07.17	x3 Craft Activities Teddy Bears Picnic	£400.00	312800
Diesels TVC	18.03.17	Pick-up Service	£180.00	BACS
DTA	09.06.17	SWC Bar supplies	£168.00	BACS
DTA	16.06.17	SWC Bar supplies	£84.00	BACS
EDF Energy	30.06.17	S'land Rd electricity charges January - May 2017	£527.00	D/D
EDF Energy	30.06.17	S'land Rd electricity overpayments January - May 2017	(£348.85)	D/D
Gemini Safety Consultants	03.07.17	Annual Legionella Risk Assessments Renewal	£750.00	312801
Go2 Electrical	03.07.17	Removal x12 lights and replace with x8 LED lights	£560.00	BACS
Go2Electrical	22.06.17	Make safe electrics in Supporters Club.	£1,395.00	BACS
Horns Garden Centre	30.06.17	Fertiliser, Fish Blood and Bone	£29.97	BACS
Horns Garden Centre	30.06.17	Bonemeal, Spades, Fertiliser	£163.86	BACS
Hutton Fire Protection	12.06.17	37 ID signs, fire blanket, extinguishers & 4 wall mounts	£232.00	BACS
ITC Service	30.06.17	Remote Backup Service	£30.00	D/D
Johnston Publishing	26.06.17	Sunderland Road Tender advert	£205.20	312802
Kraftwerx	13.06.17	Welded scroll onto Welfare Park gates	£54.00	BACS
Lloyds	15.06.17	Bearings and roller ends	£177.21	BACS
Lloyds	19.06.17	TNT Delivery for parts	£18.00	BACS
LWC	09.06.17	SWC Bar supplies	£579.92	D/D
LWC	16.06.17	SWC Bar supplies	£824.72	D/D
LWC	26.06.17	SWC Bar supplies	£258.72	D/D
Machine Mart	30.06.17	Tyre inflator	£17.99	BACS
MKM	19.06.17	Sealant & construction adhesive	£29.99	BACS
NEREO	10.04.17	Advisory service to 31.03.18	£354.00	BACS
NEREO	27.06.17	Gardener/Gravedigger advertisement	£180.00	BACS
Online Playgrounds	12.06.17	Wetpour binder glue, for playground repairs	£155.00	BACS
Onroute	27.06.17	Fuel charges	£112.07	D/D
Ron's Plumbing service	21.06.17	Ball cock valve in SWC gents toilets, parts & labour	£50.00	BACS
Select Telecom	31.05.17	Phone Lines, calls and internet	£145.57	D/D
Sherriff Amenity	23.06.17	80 tonne sports sand spread,brushed,seeded 2 pitches	£4,794.22	312803
Sherriff Amenity	23.06.17	5x 20KG of Premier Rye	£650.00	312803
SLCC	30.06.17	Training Seminar Clerk, Deputy Clerk & Chairman	£112.20	312804
Steadfast Security	12.06.17	Maintenance of SWC alarm	£103.20	BACS
Trevor Jones	08.06.17	Supply & Fit Heat Exchanger S'land Rd Bungalow	£195.00	312805
Two Red Rubber Things	14.06.17	Fit Marra plaque	£48.00	312806
West End Cabinet & Joinery	26.06.17	Banner display case supplied and installed	£6,352.08	312807
YMS Training	13.06.17	Defib AED machine & set of paediatric pads for SWC	£980.00	312808
OTHER PAYMENTS - NO INVOICES				
Co-op Bank	15.06.17	Wages Week 11	£4,991.58	BACS
Co-op Bank	22.06.17	Wages Week 12	£4,964.97	BACS
Co-op Bank	29.06.17	Wages Week 13	£4,813.38	D/D
Co-op Bank	06.06.17	Wages Week 14	£5,747.07	BACS
Co-op Bank	26.06.17	Change Fee @ 16% and Sweep Fee (Bank Charges)	£40.56	D/D
Northumbrian Water	13.06.17	Café Water (Recharged)	£89.72	D/D
Cash Chq	12.06.17	Cash Cheque - Bar Float Increase	£400.00	312791
SLCC	16.06.17	Deputy Clerk CiLCA Registration Fee	£250.00	312792
Gear4Music	16.06.17	Audio Recorder and Remote	£208.83	312793
HMRC	29.06.17	PAYE wks 10-13	£4,726.75	312795
DCC Pension Fund	29.06.17	Superannuation wks 10-13	£4,754.50	312796
Durham County Council	29.06.17	Attachment of Earnings wks 10-13	£18.96	312797
HM Courts & Tribunals	29.06.17	Attachment of Earnings wks 10-13	£40.00	312798
		JUNE 2017 TOTAL	£54,818.56	