

HORDEN PARISH COUNCIL
Minutes of Meeting held 4th November 2021

Present: Councillor W Morrow (Chairman)
 Councillors C Cain, E Laing, F Leadbitter, D Meadows, I Roberts, D Tait, A Turner, L Williams.
Staff: K Wilkinson (Clerk to the Council), G Rowe (Deputy Clerk/RFO).
Also Present: Mr D Robson (Horden Together).

HPC **Public Participation.**

21/22/081 Mr Robson provided Members with an update in relation to the objectives and progress of the Horden Together initiative, with particular emphasis on youth provision. Mr Robson encouraged Members to report any local concerns or issues to the team.

At 6:28pm Mr Robson left the Meeting.

HPC **Apologies for Absence.**

21/22/082 **RESOLVED:** Apologies RECEIVED and APPROVED for Councillors R Bagnall, D Gregory, I Mclean, P Naisbett, W Smith, F Winrow.

HPC **Declarations of Interest.**

21/22/083 There were no declarations of interest.

HPC **Minutes of the Horden Parish Council Meetings held 7th and 25th October 2021.**

21/22/084 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 **Horden Together.**

21/22/085 **RESOLVED:** That the information provided in Public Participation is NOTED.

HPC **Kickstart Scheme Grant Offer Letter.**

21/22/086 Members considered the Terms and Conditions.

RESOLVED: To APPROVE the Terms and Conditions and the Deputy Clerk sign and return the Grant Offer.

Meeting concluded at 6:31pm

HORDEN PARISH COUNCIL
PARKS AND CEMETERY COMMITTEE
Minutes of Meeting held 4th November 2021

Present: Councillor C Cain (Chairman)
 Councillors E Laing, F Leadbitter, D Meadows, W Morrow, I Roberts, A Turner, L Williams.
Staff: K Wilkinson (Clerk to the Council), G Rowe (Deputy Clerk/RFO).

P&C **Apologies for Absence.**
21/22/023 **RESOLVED:** Apologies RECEIVED and APPROVED for Councillors R Bagnall, D Gregory, I Mclean, P Naisbett, W Smith, F Winrow.

P&C **Declarations of Interest.**
21/22/024 There were no Declarations of Interest.

P&C **Minutes of the Parks and Cemetery Committee Meeting held 7th October 2021.**
21/22/025 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.

P&C **Remembrance Sunday Order of Service 14th November 2021.**
21/22/026 Members considered the arrangements.
RESOLVED: To RECEIVE the information.

P&C **Memorial Park Green Flag Award Feedback.**
21/22/027 A copy of which had been circulated to Members. Members congratulated the grounds maintenance staff on the positive feedback.
RESOLVED: To RECEIVE the information.

P&C **Damage and Incident Reports.**
21/22/028 A copy of which had been circulated to each Member.
RESOLVED: That the information be NOTED.

Meeting concluded at 6:45pm

HORDEN PARISH COUNCIL
FINANCE AND GENERAL PURPOSES COMMITTEE
Minutes of Meeting held 4th November 2021

- Present:** Councillor F Leadbitter (Chairman)
Councillors C Cain, E Laing, D Meadows, W Morrow, I Roberts, A Turner, L Williams.
- Staff:** K Wilkinson (Clerk to the Council), G Rowe (Deputy Clerk/RFO).
- F&GP 21/22/062** **Apologies for Absence.**
RESOLVED: Apologies RECEIVED and APPROVED for Councillors R Bagnall, D Gregory, I Mclean, P Naisbett, W Smith, F Winrow.
- F&GP 21/22/063** **Declarations of Interest.**
There were no declarations of interest.
- F&GP 21/22/064** **Minutes of the Finance and General Purposes Meeting held 7th October 2021.**
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.
- F&GP 21/22/065** **Parish Council Financial:**
- i. Bank Balances, General/Earmarked Reserve and Cash Flow Forecast as at 31/10/2021.**
The RFO reported the bank balances as at 31/10/2021 being £792,485.65 The RFO reported the estimated General/Earmarked Reserve Balances being £428,549; resulting in an estimated Cash Flow of £363,936.65.
RESOLVED: That the information be NOTED.
 - ii. Income and Expenditure Report to 31/10/2021 - Close of Month 6.**
Members considered the current levels of income and expenditure.
RESOLVED: That the information be NOTED.
 - iii. Cash Cheques.**
The RFO requested a cash cheque for £150 for Petty Cash.
RESOLVED: To APPROVE payment.
 - iv. Bank Transfer(s) October 2021.**
The RFO advised there was a bank transfer of £10,000 to the Business Savers Account.
RESOLVED: To APPROVE transfer.
- F&GP 21/22/066** **Invoices for endorsement for payment.**
RESOLVED: to ENDORSE payment for the attached schedule of Invoices.
- F&GP 21/22/067** **Members/Officers Allowances.**
The RFO advised she had received the following claim:
Participation Allowance for Cllr L Williams for £571.93.
RESOLVED: To APPROVE payment.
- F&GP 21/22/068** **NHS Vaccination Bus use of SWC Friday 19th November 2021.**
RESOLVED: To ENDORSE the Deputy Clerk's actions for approving use of SWC Car Park and Room.
- F&GP 21/22/069** **Quotation for Cemetery Drainage Work.**
Members considered the quotation provided. The Clerk advised that due to the specialist nature of the work required only one quotation had been forthcoming.
RESOLVED: To suspend Financial Regulation 11.1(h) and the Clerk proceed with the one quotation valued at £7,860 + VAT from GMB Groundworks & Drainage.
- F&GP 21/22/070** **Horden Recreation Ground 2021/22 Grant Donation.**
RESOLVED: To APPROVE the Grant Donation of £68,790 under the Open Spaces Act 1906, ss.9 and 10.
- F&GP 21/22/071** **National Lottery Awards for All.**
Members received details of a successful funding application of £10,000 for Memorial Park Play Area. The Deputy Clerk advised Members that there were some issues with the play area surfacing that needed further investigation prior to the installation of any new play equipment.
RESOLVED: To transfer the £10,000 funding to the Play Equipment Earmark Reserve for future use.

F&GP
21/22/072

Planning Applications.

- **DM/21/02075/FPA** – Conversion of barn into 4 bed dwelling and replacement of windows and collapsed roof over proposed utility room and man cave/cinema room at Cotsford Grange Farm, Cotsford Lane, Horden, SR8 4TB for Mr Harvey.
- **DM/21/02076/LB** – Proposed conversion of barn into 4 bed dwelling including replacement of collapsed roof over proposed utility room and man cave/cinema room at Cotsford Grange Farm, Cotsford Lane, Horden, SR8 4TB for Mr Harvey.
- **DM/21/03371/FPA** – Demolition of conservatory and lean-to extension, replaced with single storey extension and extension of existing garage to rear at 6 Wraith Terrace, Horden, SR8 4AT for Mr Carney.

RESOLVED: That no objection is made and the application be NOTED.

Meeting concluded at 7:06pm

Horden Parish Council Invoices for Payment

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Pay Ref:
Amazon	14.10.21	SWC wall mounted Water Boiler (Chair's Allowance)	£429.00	BACS
Banner	28.09.21	Blue Roll Cleaning Supplies.	£16.97	BACS
Concept	01.10.21	Final Bill Cost per Copy Photocopier	£89.91	BACS
Document Solutions	29.10.21	Photocopier Charges 1st-31st Oct 2021	£37.07	D/D
Durham County Council	11.10.21	Ride-on (Cemetery) Repairs	£459.82	313378
Durham County Council	20.10.21	Provision of Internal Audit 2021/22	£4,056.00	313378
EDF Energy	30.09.21	Sland Rd Pavilion Electricity x3 months	£486.00	D/D
ES Systems	01.10.21	Office 365 Subscription	£31.68	D/D
Gazprom	19.10.21	SWC Gas 31/08/21 - 28/09/21	£237.51	D/D
Geo Robinson	30.09.21	SWC Building Keys Cut/Mower Keys Cut	£38.60	BACS
Kingfisher Lighting	29.09.21	Floodlights - Final Payment	£5,308.82	313372
MIM Systems	21.09.21	Clocking-in System Annual Support	£447.60	BACS
Monk Hesleden PC	01.10.21	Two delegates Memorial Safety Training	£200.00	BACS
Rialtas	01.08.21	Omega Accounts Support/Maintenance Annual Fee	£807.60	BACS
Screwfix	15.10.21	Pair Boots & Pair Wellies - Cemetery	£55.97	BACS
Screwfix	18.10.21	Credit Wellies	-£15.98	BACS
Screwfix	18.10.21	Replacement Wellies	£17.99	BACS
Siemens	01.10.21	Photocopier Lease x2 payments Oct 21 & Jan 2022	£357.12	D/D
Select Telecom	30.09.21	Admin Phone Line/Internet	£96.29	D/D
SSE SWALEC	11.10.21	Memorial Pk Elec 02/07/21-01/10/21	£49.36	D/D
SSE SWALEC	14.10.21	SWC Electricity 07/07/21 - 07/10/21	£762.46	D/D
TJ's Heating/Home Improv.	24.09.21	SWC no hot water repair	£65.00	BACS
TJ's Heating/Home Improv.	21.10.21	Fit new wall mounted Hot Water Boiler	£125.00	BACS
TJ's Heating Home Improv.	28.10.21	Legionella RA Remedial Work SWC	£1,147.00	BACS
TJ's Heating Home Improv.	28.10.21	Sland Rd Pav. Toilet Repairs	£55.00	BACS
Treasured Memories	08.10.21	Memorial Wall Plaque (recharge)	£169.26	BACS
Vodafone	20.07.21	Mobile Phones	£52.06	D/D
Vodafone	20.08.21	Mobile Phones	£54.00	D/D
Vodafone	20.09.21	Mobile Phones	£54.00	D/D
Wex	26.09.21	Vehicle Trackers	£11.98	D/D
Wex	04.10.21	Fuel	£65.53	D/D
Wex	25.10.21	Fuel	£86.34	D/D
OTHER PAYMENTS				
Co-op Bank	07.10.21	Wages Week 27	£4,416.97	BACS
Co-op Bank	14.10.21	Wages/Member Allowances Week 28	£6,545.73	BACS
Co-op Bank	21.10.21	Wages Week 29	£4,941.47	BACS
Co-op Bank	28.10.21	Wages Week 30	£4,267.09	BACS
Poppy Appeal	31.10.21	Poppy Wreaths (recharged)	£264.50	313373
HMRC	31.10.21	PAYE wks 27-31	£6,467.43	313374
HMRC	31.10.21	PAYE Month 7 (Members)	£159.80	313375
DCC Pension	31.10.21	Superannuation wks 27-31	£5,432.55	313376
HM Courts	31.10.21	Attachment(s) wks 27-31	£25.00	BACS
Horden Parish Council OCTOBER 2021 TOTAL			£48,375.50	

