

**HORDEN PARISH COUNCIL**  
**Minutes of Meeting held 2<sup>nd</sup> December 2021**

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

**HPC** **Apologies for Absence.**  
**21/22/087** **RESOLVED:** Apologies RECEIVED and APPROVED for Councillors R Bagnall, D Gregory, P Naisbett, I Roberts, W Smith.

**HPC** **Declarations of Interest.**  
**21/22/088** There were no declarations of interest.

**HPC** **Minutes of the Horden Parish Council Meeting held 4<sup>th</sup> November 2021.**  
**21/22/089** 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 Residents Association.**  
**21/22/090** Members considered the correspondence in relation to the formation of a new Horden Residents Association.  
 It was **RESOLVED:**

- i. To APPROVE free use of Horden Social Welfare Centre for monthly meetings.
- ii. To nominate Cllr Leadbitter as a representative of the Parish Council.

**HPC** **County Councillor Christmas Project.**  
**21/22/091** County Cllrs Mclean and Roberts expressed a wish to provide Horden school children with a Christmas gift, funded by both County Cllrs Neighbourhood Budget.  
**RESOLVED:** To APPROVE the use of Parish Council resources for both the production of the stockings and the application of an AAP Neighbourhood Budget Funding Bid.

**HPC** **Earmark and General Reserve Balances as at 30<sup>th</sup> November 2021.**  
**21/22/092** A copy of which had been circulated to each Member.  
**RESOLVED:** To RECEIVE the information.

**HPC** **Exclusion of Press and Public.**  
**21/22/093** **RESOLVED:** that in accordance with Section 2(1) of the Public Bodies (Admission to Meetings) Act, 1960, the press and public be excluded from the meeting for the following items of business on the grounds that they involve information prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

**HPC** **2022/23 Budget Setting Report.**  
**21/22/094** Members considered the RFO's 2022/23 Budget Setting Report and associated Appendices.

It was **RESOLVED:**

- i. To RECEIVE details of the Notification of Tax Base and Local Council Tax Reduction Scheme Grant Allocation for 2022/23.
- ii. Subject to the amendment of £2,200 Annual Rent for Station Road Allotments; the Draft 2022/23 Fees and Charges are APPROVED.
- iii. To APPROVE the Draft 2022/23 Cemetery Fees.
- iv. To further review Cemetery Fees at a later Meeting of Council.
- v. To convene an Asset Committee Meeting Monday 13<sup>th</sup> December 2021.
- vi. To convene a further Meeting of Council, to review 2022/23 Budget alterations, Tuesday 11<sup>th</sup> January 2022.

*Meeting concluded at 7:36pm*

**HORDEN PARISH COUNCIL**  
**PARKS AND CEMETERY COMMITTEE**  
**Minutes of Meeting held 2<sup>nd</sup> December 2021**

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

**P&C** **Apologies for Absence.**

**21/22/029** **RESOLVED:** Apologies RECEIVED and APPROVED for Councillors R Bagnall, D Gregory, P Naisbett, I Roberts, W Smith.

**P&C** **Declarations of Interest.**

**21/22/030** There were no Declarations of Interest.

**P&C** **Minutes of the Parks and Cemetery Committee Meeting held 4<sup>th</sup> November 2021.**

**21/22/031** 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** **Damage and Incident Reports.**

**21/22/032** Members considered the arrangements.

**RESOLVED:** Where feasible the details and approximate cost of damage is published via the Council's Social Media Page and the information be NOTED.

**P&C** **Christmas Tree Lighting Service Wednesday 8<sup>th</sup> December 2021, Horden Memorial Park.**

**21/22/033** Members received details of the event.

**RESOLVED:** To RECEIVE the information.

*Meeting concluded at 7:50pm*

**HORDEN PARISH COUNCIL**  
**FINANCE AND GENERAL PURPOSES COMMITTEE**  
**Minutes of Meeting held 2<sup>nd</sup> December 2021**

- Present:** Councillor F Leadbitter (Chairman)  
Councillors C Cain, E Laing, I Mclean, D Meadows, W Morrow, D Tait, A Turner, L Williams.
- Staff:** K Wilkinson (Clerk to the Council), G Rowe (Deputy Clerk/RFO).
- F&GP 21/22/073** **Apologies for Absence.**  
**RESOLVED:** Apologies RECEIVED and APPROVED for Councillors R Bagnall, D Gregory, P Naisbett, I Roberts, W Smith.
- F&GP 21/22/074** **Declarations of Interest.**  
There were no declarations of interest.
- F&GP 21/22/075** **Minutes of the Finance and General Purposes Meeting held 4<sup>th</sup> November 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 21/22/076** **Parish Council Financial:**
- i. Bank Balances, General/Earmarked Reserve and Cash Flow Forecast as at 30/11/2021.**  
The RFO reported the bank balances as at 30/11/2021 being £678,838.88 The RFO reported the estimated General/Earmarked Reserve Balances being £428,549; resulting in an estimated Cash Flow of £250,289.88.  
**RESOLVED:** That the information be NOTED.
  - ii. Income and Expenditure Report to 31/10/2021 - Close of Month 7.**  
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 £100 for Petty Cash.  
**RESOLVED:** To APPROVE payment.
  - iv. Bank Transfer(s) November 2021.**  
The RFO advised there was a bank transfer of £10,000 to the Business Savers Account.  
**RESOLVED:** To APPROVE transfer.
- F&GP 21/22/077** **Invoices for endorsement for payment.**  
**RESOLVED:** to ENDORSE payment for the attached schedule of Invoices.
- F&GP 21/22/078** **Members/Officers Allowances.**  
The RFO advised she had received no claims.
- F&GP 21/22/079** **Horden Together Signage.**  
Members considered the request to erect 2no.external signage to Horden Social Welfare Centre.  
**RESOLVED:** To APPROVE the request.
- F&GP 21/22/080** **Planning Applications.**
- **DM/21/02941/FPA** – Retention of wooden shed in front garden at 39 Newcastle Avenue, Horden, SR8 4BQ for Mr Profit.
  - **DM/21/03683/FPA** – Construction of coffee shop (Class E) with drive through facilities to include new car park with accessible spaces and EV charge points at Former Carlton Bingo Site, Sunderland Road, Horden, SR8 4JE for Ryan Stainsby.
- RESOLVED:** Members supported Planning Application ref DM/21/03683/FPA, however they acknowledged a residents concerns, which are a matter for the Planning Authority to consider.

*Meeting concluded at 8:07pm*

<b>Horden Parish Council Invoices for Payment</b>				
<b>SUPPLIER</b>	<b>DATE</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>	<b>Pay Ref:</b>
Amazon	05.11.21	Wall clock (SWC)	£11.99	BACS
Amazon	05.11.21	H&S hot water wall stickers SWC (24)	£7.50	BACS
Amazon	05.11.21	Union Jack Flag (Rem Sunday use)	£5.95	BACS
Banner	19.11.21	Cleaning Supplies SWC	£10.84	BACS
Banner	19.11.21	Cleaning Supplies SWC/Admin Paper	£230.76	BACS
Banner	23.11.21	4no. Mop buckets	£14.81	BACS
Banner	23.11.21	4no. Mop Buckets	£14.81	BACS
Co-op Bank	04.11.21	FD Online/BACS Charges Oct 21	£55.92	D/D
Darlington BC	11.11.21	Autumn Bedding	£1,072.66	313385
Differentia	19.11.21	Design/Artwork to date 'Horden Tower' (Funded)	£4,080.00	313386
Document Solutions	30.11.21	Photocopier Charges Nov 21	£8.14	D/D
DCC	08.11.21	Tractor/Ride-on repairs/strimmer cord/25ltr oil	£307.33	BACS
East Durham College	16.11.21	PA1 Spraying Course (2no. Groundsman)	£490.00	BACS
ES Systems	01.11.21	Microsoft 365 Monthly Subscription	£31.68	D/D
Family Cobbler	01.11.21	Multiple keys cut/locks	£73.98	BACS
Gazprom	18.11.21	SWC Gas 29/09/21-30/10/21	£455.76	D/D
GBM Groundwork	19.11.21	Cemetery Drainage Work (F&GP21/22/069)	£9,432.00	313381
Marmax	08.11.21	2no. Memorial Benches (recharged)	£951.60	BACS
Rialtas	06.11.21	Asset Software Annual Support/Maintenance	£145.20	BACS
Roadsafe	15.11.21	Road Closure Rem. Sunday	£2,724.00	
Select Telecom	31.10.21	Admin Phone Lines/Internet	£99.36	D/D
Shoreline	29.11.21	Call out SWC Fire Alarm Fault/Battery Replaced	£96.00	BACS
Thomas Sherriff	29.11.21	New Cemetery Tractor (less part-ex) F&GP20/21/042/043	£29,663.95	313388
TJ's Heating/Home Improv.	12.11.21	Supply & fit new Baxi Combi Boiler (10yr warranty)/supply & fit 6no. New radiators & pipework - Sland Rd Bungalow (21/22 asset repair Strategic Plan Priority).	£2,886.00	313387
TJ's Heating/Home Improv.	12.11.21	Supply & fit new co2 detectors/Landlord Gase Safety Record - Sland RD Bungalow	£75.00	313387
Treasured Memories	12.11.21	Memorial Plaque w/photograph (recharged customer)	£169.26	BACS
Vodafone	20.10.21	Mobile Phones	£54.00	D/D
Water Logic	31.10.21	SWC Water Cooler Rental	£25.57	D/D
Water Logic	17.11.21	SWC Water Cooler Rental	£26.46	D/D
Wex	31.10.21	Vehicle Trackers	£11.98	D/D
Wex	01.11.21	Fuel	£45.79	D/D
Wex	08.11.21	Fuel	£63.97	D/D
Wex	22.11.21	Fuel	£88.27	D/D
Wex	29.11.21	Fuel	£87.59	D/D
<b>OTHER PAYMENTS</b>				
HMRC	30.11.21	PAYE wks 32-35	£4,571.85	313382
HMRC	30.11.21	PAYE Month 8 (Members)	£114.20	313383
DCC Pension	30.11.21	Superannuation wks 32-35	£3,935.80	313384
HM Courts	30.11.21	Attachment(s) wks 32-35	£20.00	BACS
Co-op Bank	04.11.21	Wages Week 31	£4,633.78	BACS
Co-op Bank	11.11.21	Wages Week 32	£4,818.59	BACS
Co-op Bank	18.11.21	Wages Week 33	£4,489.55	BACS
Co-op Bank	25.11.21	Wages Week 34	£3,803.55	BACS
Trimdon Brass Band	15.11.21	Donation - Bugler Attendance Rem. Sunday	£50.00	BACS
		<b>Horden Parish Council NOVEMBER 2021 TOTAL</b>	<b>£79,955.45</b>	