

HORDEN PARISH COUNCIL
Minutes of Meeting held 12th May 2022

- Present:** Councillor W Morrow (Chairman)
 Councillors C Cain, D Gregory, E Laing, F Leadbitter, I Mclean, D Meadows, P Naisbett, I Roberts, D Tait, A Turner, F Winrow.
- Staff:** Mrs S Shippen (Clerk to the Council), Miss G Rowe (Deputy Clerk & RFO).
- Also Present:** Two members of public.
- HPC 22/23/020** **Apologies for Absence.**
RESOLVED: That apologies be APPROVED for Councillors R Bagnall, W Smith, L Williams.
- HPC 22/23/021** **Declarations of Interest.**
 Cllr C Cain declared a Prejudicial Interest on Item HPC 22/23/031(ii) as his son is a staff member.
- HPC 22/23/022** **Minutes of the Horden Parish Council Meeting held 7th April 2022.**
RESOLVED: That the Minutes be confirmed as a true record and signed by the Chairman.
- HPC 22/23/023** **Public Participation.**
 Council received no representation.
- HPC 22/23/024** **Minutes of the Event Management Committee held 7th April 2022.**
RESOLVED: That the Minutes be confirmed as a true record and signed by the Chairman.
- HPC 22/23/025** **Minutes of the Personnel Committee held 22nd April 2022.**
RESOLVED: That the Minutes be confirmed as a true record and signed by the Chairman.
- HPC 22/23/026** **Internal Audit Progress Report.**
RESOLVED: That Council NOTE the outturn position on progress made in delivering the internal audit plan for 2021/22.
- HPC 22/23/027** **Internal Audit Report 2021/22.**
RESOLVED: That Council NOTE the Annual Internal Audit Report and the overall 'Moderate' opinion provided. The Council wished to minute thanks to the RFO for her work.
- At 6:55pm the two members of the public present left the Meeting.*
- HPC 22/23/028** **Exclusion of Press and Public**
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 22/23/029** **Managing Anti-Social Behaviour on Council Land.**
 A copy of which had been circulated to each Member.
RESOLVED: That Council RECEIVE the information.
- HPC 22/23/030** **Sale of Cemetery Lodge Domestic Property.**
 The Deputy Clerk advised Members that pursuant to Resolution HPC 21/22/128, the initial offer of £145,000 had fallen through and therefore the reserve offer of £140,000 was accepted.
RESOLVED: That Council RECEIVE the information.
- HPC 22/23/031** **Staff Matters.**
- i. **Employee Forum.**
RESOLVED: Council NOTE the information and the Clerk review the recommendations and convene a further Meeting of the Forum in due course.
 - ii. **Recruitment of Gardener/Gravedigger.**
 The Deputy Clerk advised Members of the outcome of the recruitment process.
RESOLVED: That Council RECEIVE the information.
- HPC 22/23/032** **Minutes of the Parks and Cemetery Committee Meeting held 7th April 2022.**
RESOLVED: That the Minutes be confirmed as a true record and signed by the Chairman.

- HPC**
22/23/033 **Green Flag Awards – Requested Standing Item.**
The Clerk provided Members with a verbal update.
RESOLVED: That Council remove the standing item from the Agenda until October to allow the Clerk to evaluate the comments from the previous application and review.
- HPC**
22/23/034 **Minutes of the Finance and General Purposes Meeting held 7th April 2022.**
RESOLVED: That the Minutes be confirmed as a true record and signed by the Chairman.
- HPC**
22/23/035 **Parish Council Financial:**
- i. Bank Balances, General/Earmarked Reserve and Cash Flow Forecast as at 30/04/2022.**
The RFO reported bank balances as at £872,236.36, estimated General/Earmarked Reserve Balance of £543,404; resulting in an estimated Cash Flow of £328,832.36.
RESOLVED: Council APPROVE Bank Balances.
 - ii. Income and Expenditure Report to 31/03/2022 - Close of Month 12.**
RESOLVED: Council APPROVE the Income, Expenditure and Variances Report to Month 12.
 - iii. Cash Cheques.**
The RFO requested two cash cheques £100 Petty Cash and £280 for Jubilee Event payments.
RESOLVED: Council APPROVE Cash Cheques.
 - iv. Bank Transfer(s) April 2022.**
The RFO advised there were no bank transfers.
- HPC**
22/23/036 **Invoices for endorsement for payment.**
RESOLVED: to ENDORSE payment for the attached schedule of Invoices totaling £65,011.00
- HPC**
22/23/037 **Members/Officers Allowances.**
The RFO advised she had the following claims:
Participation Allowance for Cllr F Leadbitter for £500.
Participation Allowance for Cllr P Naisbett for £500.
RESOLVED: Council APPROVE payments.
- HPC**
22/23/038 **Horden Recreation Ground Charity 2022/23 Donation.**
RESOLVED: Council APPROVE payment of £60,855.
- HPC**
22/23/039 **Planning Applications.**
- **DM/22/00985FPA** – Erection of sports stand to provide covered tiered seating with disabled access and hardstanding at Horden Welfare Ground for Horden Parish Council.
 - **DM/22/01040/FPA** – Proposed conservatory and car parking space at 14 Northumberland Street, Horden for Mrs Jean Wild.
- RESOLVED:** Council make no comment and the information is NOTED.
- HPC**
22/23/040 **Durham County Council – Development Viability, Affordable Housing and Financial Contributions Supplementary Planning Document Consultation.**
RESOLVED: That the Clerk respond to the consultation with the following comments/suggestions:
- i.** 1. Introduction – request more detail on local transport connectivity and infrastructure be included.
 - ii.** 3.6. Playing Pitch Strategy (PPS) – request review to specifically include all facilities managed by Horden Parish Council – including cricket.
 - iii.** 4.2. Means of Securing Mitigation – request inclusion of parish councils where provision is currently offered as an option.
 - iv.** 5.5. How s106 money will be spent/allocated – request representation for town and parish councils on Strategic Investment Group with suggestion of CDALC as body to nominate representatives.
 - v.** 5.12. Social Value – request developers be directed to parish councils where recreation, open space, sports and play provision is by parish council.
 - vi.** 6.12. Pre-Application Discussions – request that parish councils are included where applicable.
 - vii.** 8.4. Green Infrastructure (including open space and sport and recreation) – request s106 to be passed to parish councils where they are the provider of green infrastructure locally.
 - viii.** 11. Transport and Digital Infrastructure – request more detail to be included on local transport connectivity.

Meeting concluded at 7:45pm

Horden Parish Council Invoices for Payment				
SUPPLIER	DATE	DESCRIPTION	AMOUNT	Pay Ref:
ASA Forces Charity	12.04.22	Platinum Jubilee Bench	£1,100.00	BACS
Banner	01.04.22	Cleaning Materials	£33.77	BACS
Banner	22.04.22	File dividers and Tabs	£17.39	BACS
Banner	27.04.22	Tape Dispenser and Magnifying Glass	£5.13	BACS
Banner	27.04.22	Rulers and Stape Removers	£2.83	BACS
Citron Hygiene	01.04.22	Sanitary Disposal SWC Annual Fee	£96.05	BACS
CDALC	19.04.22	Annual CDALC subscription	£912.10	BACS
Co-operative Bank	01.04.22	BACS Fees	£62.20	D/D
Document Solutions	29.04.22	Photocopier fees April 2022	£17.33	D/D
Jeff Dobson Marquee Hire	04.04.22	Balance of Marquee, chairs, tables, toilets - Jubilee	£2,044.32	313416
Durham County Council	07.03.22	Sunderland Road Pavillion council tax (£69.00 monthly)	£686.13	D/D
Durham County Council	07.03.22	Cemetery council tax (£145.00 monthly)	£1,447.10	D/D
Durham County Council	07.03.22	SWC council tax (£724.00 monthly)	£7,235.00	D/D
Durham County Council	07.03.22	Cemetery Lodge council tax (£241.00 monthly)	£2,407.97	D/D
Durham County Council	07.03.22	Park House Council Tax (£214.00 monthly)	£2,140.42	D/D
Durham County Council	28.03.22	Welfare House council tax (£178.00 monthly)	£1,605.31	D/D
Durham County Council	28.04.22	Bar Licence	£180.00	BACS
Durham County Council	31.03.22	Supply and Fit 4 Tyres Pick up	£284.64	BACS
Durham County Council	29.04.22	Pest Control - Sunderland Road	£200.00	BACS
ES Systems Ltd	01.04.22	Microsoft Office Subscription	£33.36	D/D
Evans Carnival Funfairs	01.04.22	4 x childrens rides - Jubilee Celebrations	£1,900.00	BACS
Gazprom Energy	22.04.22	SWC Gas 31/01/2022-30/03/2022	£1,593.36	D/D
Horden Recreation Ground	26.04.22	Andy Man Club Electricity Recharge Happiness Hub Funding	£967.00	TRF
Hutton Fire Protection	22.04.22	Annual Fire extinguisher services	£82.80	BACS
Hutton Fire Protection	22.04.22	CO2 and Water Extinguisher	£102.00	BACS
ICCM	01.04.22	ICCM membership 2022/23	£95.00	BACS
Marmax	04.04.22	Bowling Green Boards	£11,150.62	313417
NEREO	22.04.22	Advisory Service 2022-2023	£354.00	BACS
Pat Lavery	04.04.22	MOT IVECO Pickup	£39.00	BACS
Pat Lavery	19.04.22	MOT Repairs to IVECO Pickup	£1,103.00	BACS
Pat Lavery	28.04.22	Full Service and repairs - Skoda Octavia	£371.00	BACS
Geo Robinson & Sons	31.03.22	Stanley knife, WD40, 2 Stroke, Sweeping Brush, keys cut	£31.98	BACS
Select Telecom	31.03.22	Admin Phone Lines/Calls/Internet	£105.11	D/D
Shell Energy	08.04.22	Welfare House Gas and Electricity 22/03/2022-07/04/2022	£53.79	BACS
Shoreline Fire Limited	01.04.22	Call out and change 2 batteries	£96.00	BACS
TJ's Heating & Home Imp	26.04.22	Toilet and Urinal Repair - SWC	£135.00	BACS
Total Energies	07.04.22	SWC Electricity 01/03/2022-03/04/2022	£689.95	D/D
Total Energies	07.04.22	Memorial Parl Electricity 01/03/2022-03/04/2022	£33.82	D/D
Total Energies	07.04.22	Cemetery Electricity 01/03/2022-03/04/2022	£198.56	D/D
Vodafone	20.04.22	Mobile Phones	£58.82	D/D
Waterlogic	22.04.22	Water Cooler Rental	£26.46	D/D
Wex	04.04.22	Fuel Cemetery	£140.29	D/D
Wex	24.04.22	Vehicle Trackers	£11.98	D/D
OTHER PAYMENTS				
Co-op Bank	07.04.22	Wages Week 1	£3,774.99	BACS
Co-op Bank	14.04.22	Wages Week 2	£3,600.65	BACS
Co-op Bank	21.04.22	Wages Week 3	£3,718.14	BACS
Co-op Bank	28.04.22	Wages Week 4	£3,686.99	BACS
Durham County Council	29.04.22	Superannuation Weeks 1-5	£4,842.57	313418
Durham County Council	29.04.22	Attachment Weeks 1-5	£272.75	313419
H M Courts	29.04.22	Attachment Weeks 1-5	£25.00	313420
HMRC	29.04.22	PAYE Weeks 1-5	£5,239.32	313421
Horden Parish Council APRIL 2022 TOTAL			£65,011.00	