

HORDEN RECREATION GROUND COMMITTEE
Minutes of Meeting held 2nd October 2018

Present: Councillor R Bagnall (Chairman).
 Councillors C Cain, J Clark, E Connor, D Langan, F Leadbitter, A Lodge, W Morrow.

Staff: Miss G Rowe (Acting Clerk to the Council).

HRG **Apologies for Absence.**

18/19/041 **RESOLVED:** Apologies RECEIVED and APPROVED for Councillors I Mclean, I Roberts, D Tait, L Williams, E Wood.

HRG **Declarations of Interest.**

18/19/042 Cllr C Cain declared an interest on Item HRG 18/19/050 – Hire of Training Field and Floodlights.
 Cllr E Connor declared an interest on Items HRG 18/19/045(b) Receipts and Payments and HRG 18/19/051 – East Durham Creates, This Place We Call Home Project.
 Cllr J Clark declared an interest on Item HRG 18/19/051 – East Durham Creates, This Place We Call Home Project.

HRG **Minutes of Meeting held 9th August 2018.**

18/19/043 A copy of which was circulated prior to the Meeting.
RESOLVED: Subject to the amendment “bank transfer for July” the Minutes be signed as a true record and signed by the Chairman.

HRG **Matters Arising.**

18/19/044 A copy of which was circulated prior to the Meeting.
RESOLVED: That the information be NOTED.

HRG **Recreation Ground Financial**

- 18/19/045**
- a) **Bank Balance as at 30/09/2018.**
 The Acting Clerk reported the bank balance as at 30th September 2018 being £34,736.70.
RESOLVED: The information be NOTED.
 - b) **Receipts and Payments to 12th September 2018.**
 A copy of which had been circulated to each Trustee.
RESOLVED: To seek clarity from the Charity Commission in relation to tenancy arrangements and the information be NOTED.
 - c) **Bank Transfer September 2018.**
 The Acting Clerk advised the bank transfer for September 2018 was £24.95 to reimburse Horden Parish Council for a Direct Debit payment.
RESOLVED: To APPROVE transfers.
 - d) **Invoices for endorsement for payment.**
 It was **RESOLVED:**
 - i. To ENDORSE payment of the attached schedule of Invoices.
 - ii. To supply grounds maintenance costs to users, for information, with their annual ground rental invoice.

HRG **Damage and Incident Reports.**

18/19/046 Incident, Horden Welfare Park 10th August 2018 – hyperdermic needle found on main drive. Needle removed by staff, in accordance with their sharps training.
RESOLVED: That the information be NOTED.

HRG **Horden Heritage Centre and Tearoom.**

18/19/047 Trustees considered the request for permission for an additional opening day Sunday 15th December 2018, outside of the License Agreement.
RESOLVED: To APPROVE the request.

HRG **Exclusion of Press and Public.**

18/19/048 In accordance with Standing Order 5(a)(xx) a Member moved without notice the Exclusion of Press and Public from the Meeting.
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.

HRG 18/19/049 **Payment of Water Bills in Relation to Welfare Park Licensees, Lessee and Tenant.**
 Cllr Langan provided Trustees with a history of previous resolutions in relation to water recharges and procedures.
RESOLVED: That the Acting Deputy Clerk arrange the installation of all necessary water meters and the implementation of a staff procedure for meter readings, in order to recharge users for utility charges, as a matter of urgency.

At 6:50pm Cllr A Lodge left the Meeting.

HRG 18/19/050 **Public Access to Defibrillator.**
 The Acting Clerk advised Trustees that the defibrillator located in the Cricket Pavilion could be re-located to for public access subject to a secure cabinet purchase to store the defibrillator. Cllr J Clark advised Trustees that she would meet the cost of the outdoor cabinet via her Durham County Councillors Neighbourhood Budget.
RESOLVED: The Acting Clerk identify a suitable location, with sufficient CCTV cover, for the installation of the defibrillator cabinet.

At 7:10pm Cllr C Cain left the Meeting.

HRG 18/19/051 **Hire of Training Field and Floodlights.**
 Trustees considered the draft Letting Agreement and considered an appropriate fee. It was **RESOLVED:**

- i. The hirer pay a fee of £25 plus electricity recharge.
- ii. The Letting Agreement include a clause for three monthly reviews of the Letting Agreement.

At 7:15pm Cllr C Cain re-entered the Meeting.

HRG 18/19/052 **East Durham Creates, This Place We Call Home Project.**
 Trustees considered the request for permission for use of the Welfare Park for a pop-up event Wednesday 24th October 2018.
RESOLVED: To APPROVE request for use of the Welfare Park.

HRG 18/19/053 **Horden Cricket Club Pavilion and Tearoom Refurbishment.**
 Trustees considered the request of the Cricket Club to refurbish the Pavilion and Tearoom kitchen and floor. The Acting Clerk advised Trustees of the insurance implications. It was **RESOLVED:**

- i. To APPROVE the request to refurbish the kitchen, decoration and new flooring to the Pavilion and Tearoom, on the grounds that volunteers do not undertake any specialised trade work.
- ii. The Trustees contribute up to £200 for the cost of materials.
- iii. Horden Parish Council staff oversee and sign off the work, in accordance with insurance requirements.

HRG 18/19/054 **Welfare Park Users Group Minutes of Meeting held 9th August 2018.**
 A copy of which was circulated prior to the Meeting.
RESOLVED: That the information be NOTED.

The Meeting concluded at 7:28pm.

Horden Recreation Ground Invoices for Payment

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Pay Ref:
British Gas	13.08.18	Welfare Ground Electricity	24.59	D/D
CNG	10.08.18	Ex-Supporter Club Gas Standing Charge (July)	£19.33	100047
CNG	10.09.18	Ex-Supporter Club Gas Standing Charge (August)	£19.33	100057
Home Repair Network	14.08.18	Insurance excess VAT reclaim Works Building Roof	£341.62	100048
HPC	26.09.18	Recharge Insurance Premium 2018/19	£1,500.00	100059
HPC	26.09.18	Recharge Vehicle/Machinery Fuel	£500.00	100060
HPC	02.10.18	Repayment of Debtor Balance Charity Grant	£20,339.00	100058
Kraftwerx	03.09.18	Supply & Fit Mount for NCB Sign - Welfare Park	£714.00	100055
Kraftwerx	26.09.18	Supply and Fit New Steel Door to Electric Cabinet	£252.00	100061
Maxwells DIY	20.07.18	10 x Keys Cut for New Lock	£24.90	100049

Maxwells DIY	20.07.18	Cylinder lock	£12.99	100049
Rigby Taylor	13.08.18	Rye	£340.00	100050
Rigby Taylor	17.08.18	24 x Line Marking Paint	£694.20	100050
Rigby Taylor	22.08.18	8 Tonne 70/30 Top Dressing for Bowls	£1,032.96	100050
Rigby Taylor	29.08.18	120 Bags of Kaloam	£671.04	100050
Scottish Power	15.08.18	Ex- Supporters Club Electricity 06/04/18-15/08/18	£111.54	100045
Scottish Power	31.08.18	Works Building/Café Electricity 20/7/18-31/8/18	£279.05	100051
Scottish Power	27.09.18	Works Building/Café Electricity 01/09/18-26/09/18	£19.50	100062
Screwfix	21.09.18	x4 Pair Safety Boots	£110.96	100063
Select Telecom	31.07.18	Fibre broadband Welfare park (CCTV)	£55.19	D/D
Select Telecom	31.08.18	Fibre broadband Welfare park (CCTV)	£55.19	D/D
Shoreline Fire & Security	08.08.18	Replace Intruder Alarm System in Café	£594.00	100052
SSE/SWALEC	26.09.18	Cricket Pavilion Electricity 23/06/18-13/09/18	£104.48	D/D
TJ's Heating & Home Improvements	03.06.18	Call Out for Drip Boiler in Park House	£40.00	100053
Veolia	31.07.18	Welfare Park Trade Waste - July	£150.66	100054
Veolia	31.08.18	Welfare Park Trade Waste - August	£167.40	100054
Veolia	30.09.18	Welfare Park Trade Waste - September	£133.92	100064
OTHER PAYMENTS				
DCC	01.07.18	Park Hse Council Tax (x 2 months)	£418.00	D/D
NWG	03.07.18	Sports Pavilion Water (x 2 months)	£92.00	D/D
NWG	26.07.18	Welfare Ground Water (x 2 months)	£150.00	D/D
NWG	26.07.18	Welfare Park Water (x2 months)	£194.78	D/D
NWG	07.08.18	Heritage Centre/Café Water (Recharged)	£118.82	D/D
		Horden Recreation Ground August/September 2018 TOTAL	£29,281.45	

The Meeting concluded at 7:28pm.