

Horden Social Welfare Centre
Seventh Street
Horden
County Durham
SR8 4LX
Tel: 0191 518 0823

27 September 2024

Dear Member

You are hereby summoned to attend the Meeting of Horden Parish Council (meeting in their capacity as the Trustee of Horden Recreation Ground) to be held in Horden Social Welfare Centre, Seventh Street, Horden on Thursday 3rd October 2024 immediately following the Meeting of Horden Parish Council for the purposes of transacting the following business:

HORDEN RECREATION GROUND
ORDER OF BUSINESS
Meeting to be held 3 October 2024

- 1 **Apologies for Absence** – to consider for approval.
- 2 **Declarations of Interest in items on the agenda.**
- 3 **Minutes of the Meeting held 5th September 2024 (enclosed)** – to consider for approval.
- 4 **Public Participation** – to receive any representations or questions from the public in accordance with standing orders 3 e-g. ***Members of the Public are invited to address the Committee on matters relating to the agenda for up to 3 minutes per person during a period not exceeding 20 minutes.***
- 5 **Register of Delegated Decisions (enclosed)** – to note decisions since the last report.
- 6 **Damage and Incident Reports(s)** – to consider reports.
- 7 **Horden Recreation Ground Financial:**
 - a) **Bank Balance as at 31/08/2024** – to note the information.
 - b) **Finance Report (enclosed)** – to consider Income, Expenditure and Variance Reports to 31/08/2024.
 - c) **Invoices for endorsement for payment (enclosed)** – to approve payment.
- 8 **Disposal of Assets** – to consider for approval.
- 9 **Cricket Cylinder Mower Replacement** – to endorse payment.
- 10 **South Wall Terrace Update** – to receive update.
- 11 **Electric Scooters** – to consider position.
- 12 **HCWFC Football Pavilion renovation** – to consider request.
- 13 **HCWAFAC – Stadium Accreditation Report Update** – to consider report.
- 14 **Bowls Club Pavilion renovation** – to consider request.



Samantha Shippen
Clerk to the Council
27th September 2024

To: The Trustee of Horden Recreation Ground/cc Public Notice

HORDEN RECREATION GROUND COMMITTEE
Minutes of Meeting held 5 September 2024

Present: Councillor F Winrow (Vice Chair)
 Councillors T Baldasera, C Cain, B Gash, E Laing, F Leadbitter, W Morrow, C Robson, A Turner and J Ward

Staff: Mrs S Shippen (Clerk to the Council), Mr C Jackson (Deputy Clerk).

Other Present: Two members of the public present.

HRG 24/25/036 **Apologies for Absence.**
RESOLVED: That apologies were **APPROVED** from Councillors R Bagnall, W Smith, D Tait and P Wood.

HRG 24/25/037 **Declarations of Interest in items on the agenda.**
 Councillor C Cain declared an interest in agenda items 10, 11 and 13.

HRG 24/25/038 **Minutes of Meetings held 11th July 2024.**
RESOLVED: The Minutes be confirmed as a true record and signed by the Vice Chair.

HRG 24/25/039 **Public Participation.**
 No members of the public were present.

HRG 24/25/040 **Register of Delegated Decisions.**
RESOLVED: Trustee **NOTED** no decisions to report.

HRG 24/25/41 **Damage and Incident Report(s).**
RESOLVED: Trustee **NOTED** the reports.

Recreation Ground Financial:

HRG 24/25/042 a) **Bank Balance as at 31/05/2024.**
RESOLVED: Trustee **APPROVE** the bank balance of £39,084.72.

HRG 24/25/043 b) **Finance Report to 31/07/2024.**
RESOLVED: Trustee **APPROVE** the Income, Expenditure and Variances Report to 31 July 2024

HRG 24/25/044 c) **Invoices for endorsement for Payment.**
RESOLVED: Trustee **APPROVE** payment of the schedule of invoices totalling £10,260.56.

HRG 24/25/045 **Charity Commission new guidance**
RESOLVED: Trustee **NOTED** the information and **ADVISE** the Clerk to provide additional clarification.

HRG 24/25/046 **South Wall Terrace Update**
RESOLVED: Trustee **NOTED** the information and request for this to be an agenda item for future meeting.

HRG 24/25/047 **Request from Councillor F Leadbitter: County Councillor to attend meeting.**
RESOLVED: Trustee **AGREED** this is not required.

Councillor C Cain left the meeting at 8.0pm

HRG 24/25/048 **Horden Cricket Club Proposal**
RESOLVED: Trustee **APPROVE** the request and will work with the Cricket Club in supporting applications for funding.

HRG 24/25/049 **Inner Fence Around Football Pitch Update**
RESOLVED: Council **ADVISE** the Clerk to remind HCWFC to provide a fully costed proposal.

HRG 24/25/050 **100 Standing Area Update**
RESOLVED: Council **ADVISE** the Clerk to remind HCWFC to provide a fully costed proposal.

HRG HCWFC Ground Name Change
 24/25/051 RESOLVED: Council AGREED to reject the request.

The Meeting concluded at 8:15pm

Horden Recreation Ground Invoices for Payment - August 2024

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Pay Ref:
Durham County Council	06.08.24	Repair Bearings Allet Mower	£153.12	100497
Lloyd Limited	23.08.24	Kubota Tractor Repair	£914.95	100498
Origin Amenity Solutions	19.08.24	R9 Grass Seed & Cricket Dressing	£1,080.00	PART 100499
Origin Amenity Solutions	30.08.24	70/30 Top Dressing	£1,128.96	PART 100499
Screwfix/Trade UK	15.08.24	Safety Trainers - KB	£37.99	100500
Select Telecom Limited	31.07.24	Fibre Broadband	£47.40	D/D
SSE	22.08.24	Welfare Ground Electricity 01/07/2024- 31/07/2024 (recharged £204.19 to HCWFC)	£383.19	D/D
Thinford Nurseries Ltd	22.08.24	Summer Bedding	£1,914.00	100501
Uniform Supplies Limited	12.08.24	7 x Work Trousers	£167.58	100502
Veolia	31.08.24	Trade Waste - August	£285.48	D/D
Wex	05.08.24	Equipment Fuel and Monthly Card Fee	£122.15	D/D
Wex	12.08.24	Equipment Fuel	£111.08	D/D
Wex	02.09.24	Equipment Fuel & Monthly Card Fee	£121.52	D/D
OTHER PAYMENTS				
Wave	13.08.24	Welfare Park Water 13/05/2024 - 12/08/2024 (£129.00 per month Direct Debit)	£504.78	D/D
Horden Recreation Ground AUGUST 2024 TOTAL			£6,972.20	

Bank Reconciliation Statement as at 31/08/2024
for Cashbook 1 - Current Bank A/c

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HORDEN RECREATION GROUND	31/08/2024	173	39,864.63
			39,864.63
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			39,864.63
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			39,864.63
		Balance per Cash Book is :-	39,864.63
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

HORDEN RECREATION GROUND FINANCE REPORT

This report details accounts as at 31 August 2024 – accounts on a straight line we should be around 42%.

EXPENDITURE

Account	Page	£ Spend/ £ Budget	Explanation	Comment	Reported to Trustee
4120 – Water	1	1,610/3,160	Will balance with Water re-charge		11/07/24
4170 – Cleaning	1	219/300	Cleaning materials bought upfront		03/10/24
4230 – Trade Waste	1	1,119/2,700	Green waste collection at beginning of year		11/07/24
4270 – Grounds Maintenance	1	7,708/10,000	Tree works, Mower repair, drain maintenance and Wetting agents		06/06/24

INCOME

Account	Page	£ Receipt/ £ Budget	Explanation	Comment	Reported to Trustee
1120 – Big Foot Studio	1	525/525	Annual rent received		05/09/24
1130 – Cricket Social Club Rent	1	701/667	Annual rent received		05/09/24
1150 – Ambulance House Rent	1	421/420	Annual rent received		05/09/24
1160 – Bowls Ground Income	1	840/840	Annual rent received		05/09/24
1170 – Cricket Ground Income	1	1,987/2,086	Annual rent received		05/09/24
1180 – Welfare Ground Rent	1	4,416/4,416	Rent received		05/09/24
1220 – Water Recharge	1	452/650	Meter readings taken regularly and recharged appropriately		06/06/24
1270 – Income Wayleaves	1	93/103	First payment received		06/06/24

Detailed Receipts & Payments by Budget Heading 31/08/2024

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>100</u> <u>Income</u>						
1120 BIG FOOT STUDIO RENT	525	525	0			100.0%
1130 Cricket Social Club Rent	701	667	(34)			105.1%
1150 Income-Ambulance House Rent	421	420	(1)			100.2%
1160 Bowls Ground Income	840	840	0			100.0%
1170 Cricket Ground Income	1,987	2,086	99			95.3%
1180 Welfare Ground Income	4,416	4,416	0			100.0%
1190 Other Ground Fees	1,824	4,725	2,901			38.6%
1210 Electricity Recharge	1,712	7,200	5,488			23.8%
1220 Water Recharge	452	650	198			69.6%
1270 Income-Wayleaves	93	108	15			86.5%
1400 Income-Parish Council Grant	0	86,435	86,435			0.0%
1404 Income - Loan	0	120,000	120,000			0.0%
	12,972	228,072	215,100			5.7%
Income :- Receipts						
Net Receipts	12,972	228,072	215,100			
<u>200</u> <u>Expenditure</u>						
4070 Professional Fees	616	8,000	7,384	7,384		7.7%
4120 Water	1,610	3,160	1,550	1,550		51.0%
4130 Electricity	3,128	12,927	9,799	9,799		24.2%
4150 Telephone/Fax	198	500	303	303		39.5%
4160 Insurance	0	4,065	4,065	4,065		0.0%
4170 Cleaning	219	300	81	81		73.0%
4180 Clothing	140	450	310	310		31.2%
4200 Buildings	662	30,000	29,338	29,338		2.2%
4210 Plant and Equipment	0	2,500	2,500	2,500		0.0%
4220 Play Equipment	0	1,000	1,000	1,000		0.0%
4230 Trade Waste	1,119	2,700	1,581	1,581		41.5%
4250 Tools	0	300	300	300		0.0%
4260 Equipment Repairs	949	4,500	3,551	3,551		21.1%
4270 Grounds Maintenance	7,708	10,000	2,292	2,292		77.1%
4290 Equipment Fuel	1,766	4,300	2,534	2,534		41.1%
4300 Vehicle Maintenance	0	3,500	3,500	3,500		0.0%
4310 Horticulture	0	4,050	4,050	4,050		0.0%
4320 Health and Safety	194	1,000	806	806		19.4%
4330 CAPITAL PURCHASE	0	5,000	5,000	5,000		0.0%
4340 Loan Repayment-South Terr Wall	0	4,800	4,800	4,800		0.0%
4350 Major Schemes Expenditure	0	5,000	5,000	5,000		0.0%
4500 Miscellaneous Expenditure	0	20	20	20		0.0%
4650 Funded Capital Projects	0	120,000	120,000	120,000		0.0%
	18,308	228,072	209,764	0	209,764	8.0%
Expenditure :- Indirect Payments						
Net Payments	(18,308)	(228,072)	(209,764)			

Detailed Receipts & Payments by Budget Heading 31/08/2024

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>999</u> <u>VAT Data</u>						
115 VAT on Receipts	3,531	0	(3,531)			0.0%
	<u>3,531</u>	<u>0</u>	<u>(3,531)</u>			
VAT Data :- Receipts						
515 VAT on Payments	2,628	0	(2,628)		(2,628)	0.0%
	<u>2,628</u>	<u>0</u>	<u>(2,628)</u>	<u>0</u>	<u>(2,628)</u>	
VAT Data :- Indirect Payments						
Net Receipts over Payments	<u>903</u>	<u>0</u>	<u>(903)</u>			
Grand Totals:- Receipts	16,503	228,072	211,569			7.2%
Payments	20,936	228,072	207,136	0	207,136	9.2%
Net Receipts over Payments	<u>(4,434)</u>	<u>0</u>	<u>4,434</u>			
Movement to/(from) Gen Reserve	<u>(4,434)</u>					

Horden Recreation Ground Invoices for Payment - September 2024

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Pay Ref:
Durham County Council	06.09.24	20L Engine Oil	£59.52	
Durham County Council	06.09.24	Weld Repairs to Skate Trainer	£69.04	
MKM BS (Peterlee) Limited	16.09.24	Plywood, Timber, Screws & Drill Bits	£207.07	
MKM BS (Peterlee) Limited	17.09.24	Timber, Tarmac & Screws	£105.18	
Geo Robinson & Son	31.08.24	Keys Cut, Paint, Brushes, Gloves, Clips, Padlocks	£142.85	
Screwfix	05.09.24	2-Stroke Oil	£19.99	
Select Telecom Limited	31.08.24	Fibre Broadband	£47.40	D/D
SSE Energy	09.09.24	Welfare Ground Electricity 01/08/2024-31/08/2024 (Fully Recharged to HCWFC)	£530.22	D/D
SSE Energy	12.09.24	Welfare Park Electricity 03/06/2024 - 01/09/2024	£249.30	D/D
SSE Energy	12.09.24	Works Building Electricity 03/06/2024 - 01/09/2024 (recharged £367.66 to Heritage Tearooms)	£603.89	D/D
SSE Energy	12.09.24	Floodlight (No2) Electricity 02/04/2024 - 04/09/2024	£117.77	D/D
SSE Energy	16.09.24	Floodlight (No2) CREDIT 01/03/2024 - 04/06/2024	-£141.64	CREDIT
SSE Energy	16.09.24	Floodlight (No2) CREDIT 02/04/2024 - 04/09/2024	-£117.77	CREDIT
SSE Energy	16.09.24	Floodlight (No2) Recalculation 01/03/2024 - 04/06/2024	£99.61	D/D
SSE Energy	16.09.24	Floodlight (No2) Charges 05/06/2024 - 04/09/2024	£77.06	D/D
SSE Energy	12.09.24	Cricket Pavilion Recalculation 18/03/2024 - 04/09/2024	£97.25	D/D
SSE Energy	16.09.24	Cricket Pavilion CREDIT 18/03/2024 - 04/06/2024	-£96.18	CREDIT
SSE Energy	16.09.24	Cricket Pavilion CREDIT 18/03/2024 - 04/09/2024	-£97.25	CREDIT
SSE Energy	16.09.24	Cricket Pavilion Electricity Recalculation 18/03/2024 - 04/06/2024	£122.93	D/D
SSE Energy	16.09.24	Cricket Pavilion Electricity 05/06/2024 - 04/09/2024 (fully recharged to Cricket Team)	£184.03	D/D
Thomas Sherriff & Co Limited	25.09.24	Dennis Bladed Cylinder & Power Unit	£8,154.00	
Twittys Locksmiths	13.09.24	4 x Keyed Alike Shutter Bolts	£40.00	
Wex	19.08.24	Equipment Fuel	£109.32	D/D
Wex	09.09.24	Equipment Fuel	£108.17	D/D
Wex	16.09.24	Equipment Fuel	£107.97	D/D
OTHER PAYMENTS				
Wave	13.09.24	Cricket Pavilion Water 13/06/2024 - 12/09/2024 (fully recharged to Cricket Team)	£88.91	D/D
		Horden Recreation Ground SEPTEMBER 2024 TOTAL	£10,888.64	

Disposal of Assets

Background

1.1 The Trustee own two assets that have fallen into disrepair or become obsolete over a long period of time that have not been disposed in a timely fashion and are taking up space.

1.2 Officers have sought to dispose of the assets and identified the following assets to be disposed:

John Deere 2653A ride on triple cylinder mower
Graden Scarifier

Recommendation

The Trustee approves the disposal of assets listed above.

Colin Jackson
Deputy Clerk
September 2024

From: Clerk - Horden Parish Council <clerk@horden-pc.gov.uk>

Sent: 17 September 2024 09:38

To: Horden Parish Councillors <HordenParishCouncillors@horden-pc.gov.uk>

Subject: Cricket Machine

Hi all

We are in a bit of a situation, whereby the machine used for the wicket at the cricket which is 7 years old had a blade repair a few weeks ago costing £200, the new blade snapped on first use. After having the machine further examined it needs repairs costing approximately £1250 plus labour. It was intended to replace the machine in 2025/26 financial year.

I am of the opinion that to pay for a repair and then replace the machine is not economic. I am therefore suggesting that we bring forward the purchase of the replacement machine by 6 months. I have had quotations for a replacement which is the same machine as we purchased for the Bowls Greens in 2023/24 (we need two machines for certain jobs) It would cost £6,795. We are currently awaiting a price to trade in the damaged machine, but doubt it will have much value due to the cost of the repair.

I have discussed my proposal with the Chairman & Vice Chairman of the Council and Chairman of HRG, who are all in agreement with my suggested course of action.

As the machine is needed now for renovations, time will be too tight to wait for the next meeting in October, especially if the weather stays cold overnight. Therefore, unless anyone has a strong reason not to purchase, it is my intention to place the order and seek endorsement at the next meeting. You should be aware that Financial Regulations limit emergency spend to £5,000 however we have allocated budget for Capital Items.

Please let me know as soon as possible if you disagree with the proposed course of action.

Kind regards

Sam

Samantha J Shippen FCG, FSLCC, CMC
Clerk to the Council
Horden Parish Council
Social Welfare Centre
Seventh Street
Horden
Peterlee
County Durham
SR8 4LX
0191 5180823



This information sheet provides guidance on the current laws for e-scooters in the UK

PARENT'S GUIDE TO ELECTRIC SCOOTER (E-SCOOTERS)



WHAT ARE E-SCOOTERS?

- E-Scooters are classed as "powered transporters". This term covers a variety of personal transport devices which are powered by a Motor.
 - You can legally buy an e-scooter but **cannot ride it** on a public road, cycle lane or pavement.
- ONLY PRIVATE LAND**

THEY ARE NOT TOYS!

DID YOU KNOW?

- E-Scooters are illegal for use in any public space unless rented as part of a government trial
- Riding an e-scooter on the road is against the law as per the Road Traffic Act of 1988 and the Highway Act of 1835
- E-scooters are prohibited from being used on cycle tracks, cycle lanes or other spaces dedicated to pedal cycle use.
- Privately owned e-scooter can only be ridden on private land.



WHAT CAN YOU EXPECT POLICE TO DO IF THEY STOP ANYONE RIDING AN E-SCOOTER ON A PUBLIC ROAD?

- Section 59 of the Police Reform Act allows police to issue you with a warning if a vehicle is being used in a manner which may cause alarm, harassment, distress or annoyance.
- The police may ask you to take your scooter home or they may seize it from you because they are classed as illegal vehicles on public roads
- You could be reported to court for driving without any insurance or having an appropriate licence to ride them or other traffic offences

CAN I BE PROSECUTED FOR USING A POWERED TRANSPORTER?

- Any person who use a powered transporter on a public road or other prohibited space is in breach of the law, committing a criminal offence and can be prosecuted.
- If you use an e-scooter illegally, you could face a fine and penalty points on your licence and the e-scooter can be seized
- Those who use powered transporters dangerously or under the influence of drink or drugs can also be convicted of offences leading to imprisonment.
- Offences relating to the standard of driving and speeding also apply

ARE E-SCOOTERS SAFE TO RIDE ON PUBLIC ROADS?

- E-scooters can be very dangerous and are not designed for use on public roads
- They have no suspension meaning even a minor defect in the road could cause the rider to fall off the scooter
- E-scooter consist of a thin piece of metal between two small tyres with the user being inches from the road surface. This can result in a significant risk of traumatic injury on the road
- E-scooters are not designed to carry more than one person
- E-scooters are small, quiet and quick, meaning they present safety challenges when being ridden on busy public roads
- E-scooters can be dangerous when used in parks or on public footpaths as they can cause significant risk of injury to pedestrians

E-SCOOTER TRIALS

The government began trials of e-scooters in the UK from July 2020. Trials are for approved rental e-scooters only. Maximum speeds are set at 15.5mph and those taking part in the trials will have to have a driving licence and insurance to be able to legally ride rental e-scooters.

From: Chris Cain
Sent: 21 September 2024 10:54
To: Deputy - Horden Parish Council <deputy@horden-pc.gov.uk>
Subject: Re: Decorating the football pavilion.

Hi Colin, just painting walls and replacing carpets.

Chris.

Sent from [Outlook for Android](#)

From: Deputy - Horden Parish Council <deputy@horden-pc.gov.uk>
Sent: Thursday, September 19, 2024 3:50:45 PM
To: Chris Cain
Subject: RE: Decorating the football pavilion.

Hi Chris

Can you please provide a breakdown of what you want to decorate.

Thanks

Colin

From: Chris Cain
Sent: 05 September 2024 11:06
To: Deputy - Horden Parish Council <deputy@horden-pc.gov.uk>
Subject: Decorating the football pavilion.

Hi Colin, could you please ask the council if it would ok to decorate the football pavilion please.

Chris.

Sent from [Outlook for Android](#)

HCW AFC Stadium Accreditation Report - Update

I've been through the list of the ten fails with Chris please see below:-

EXITS

1. You must have signposted exits.
2. You must have exits clear from obstructions.
3. You must have hard standing leading to the exit.

PITCH PERIMETER BARRIER

4. The gap between the perimeter barrier and hard standing must be less than 15cm.
5. The pitch perimeter barrier needs to be permanent and of sound condition.

TECHNICAL AREA

6. You must have 2 marked technical areas that comply with the laws of the game.

FLOODLIGHTS

7. You must have a floodlights inspection within the last 2 years.

STANDS

8. You must have yellow cross-hatching.

STANDING CAPACITY

9. The surface must be bound.
10. The hard standing must be free of trip hazards and in good condition.

The club can do points 1,2,3,6 & 8. We have also done and paid for point 7.

We are of the understanding Richie is able to do points 4 & 5.

With regards to points 9 & 10 we need a better understanding from the league of exactly what they require which we will receive on their visit next month and provide you with further info after this.

From: Chris Cain
Sent: 21 September 2024 10:53
To: Deputy - Horden Parish Council <deputy@horden-pc.gov.uk>
Subject: Re: Decorating the bowls pavilion.

Hi Colin, just painting walls and replacing carpets.

Chris

Sent from [Outlook for Android](#)

From: Deputy - Horden Parish Council <deputy@horden-pc.gov.uk>
Sent: Thursday, September 19, 2024 3:50:38 PM
To: Chris Cain
Subject: RE: Decorating the bowls pavilion.

Hi Chris

Can you please provide a breakdown of what you want to decorate.

Thanks

Colin

From: Chris Cain
Sent: 05 September 2024 11:04
To: Deputy - Horden Parish Council <deputy@horden-pc.gov.uk>
Subject: Decorating the bowls pavilion.

Hi Colin, the bowling club members would like to decorate the bowls pavilion, could you please ask the council if this would be ok please.

Chris.

Sent from [Outlook for Android](#)