

HORDEN PARISH COUNCIL
Minutes of Meeting held 3 October 2024

- Present:** Councillor F Leadbitter (Chairman)
 Councillors R Bagnall, T Baldasera, C Cain, B Gash, E Laing, C Robson, W Smith, D Tait, A Turner,
 J Ward and P Wood.
- Staff:** Mrs S Shippen (Clerk to the Council) and Mr C Jackson (Deputy Clerk)
- HPC 24/25/105** **Apologies for Absence.**
RESOLVED: That apologies be **ACCEPTED** for Councillors W Morrow and F Winrow.
- HPC 24/25/106** **Declarations of Interest**
 No declarations of Interest raised.
- HPC 24/25/107** **Minutes of the Horden Parish Council Meeting held 5 September 2024.**
RESOLVED: Subject to the amendment of the invoices for payment section, minutes be confirmed as a true record and signed by the Chairman.
- HPC 24/25/108** **Public Participation.**
 No public participation took place.
- HPC 24/25/109** **Register of Delegated Decisions.**
 There were no delegated decisions to report.
- HPC 24/25/110** **Damage and Incident Report.**
RESOLVED: that Council **NOTE** the report.
- HPC 24/25/111** **Cemetery Burial and Income Report 24 August to 22 September 2024.**
RESOLVED: Council **NOTE** the information.
- HPC 24/25/112** **Parish Council Financial:**
 a) **Bank Balances (Balance Sheet).**
RESOLVED: Council **APPROVE** the Bank Balances and Balance Sheet to 31/8/2024 of £985,098.36.
- HPC 24/25/113** b) **Finance Report to 30/8/2024.**
RESOLVED: Council **APPROVE** the Income, Expenditure and Variances Report.
- HPC 24/25/114** c) **Cash Withdrawal(s) and Debit Card Transactions.**
RESOLVED: Council **APPROVE** debit card transaction totalling £100.56
- HPC 24/25/115** d) **Bank Transfer(s).**
 The Clerk requested that £340,000.00 to be transferred from the Co-op Current account to the CCLA account.
RESOLVED: Council **ENDORSE** transfer of funds from Current account to the CCLA account.
- HPC 24/25/116** **Invoices for endorsement for payment.**
RESOLVED: to **ENDORSE** payment of the attached schedule of invoices plus the additional schedule totalling £35,576.51. Councillors F Leadbitter and W Smith to authorise.
- HPC 24/25/117** **Members/Officers Allowances.**
RESOLVED: No claims received.
- HPC 24/25/118** **Audit 2023/24**
RESOLVED: Council **APPROVE** receipt of a clear Audit and **NOTE** that there is no requirement for an action plan.
- HPC 24/25/119** **Disposal of Assets**
RESOLVED: Council **APPROVE** the disposal of the following assets to the sum of £275.00.
 John Deere X740 Ultimate Ride on Mower
 Hayter Ambassador Cylinder Mower
 Hayer Condor Cylinder Mower
 Ransome 51 Superbowl Cylinder Mower

 7/11/24

- HPC
24/25/120 **Remembrance Sunday**
RESOLVED: Council APPROVE the plans for Remembrance Sunday.
- HPC
24/25/121 **Horden 125th Anniversary**
RESOLVED: Council APPROVE the proposals suggested by the Working Group.
- HPC
24/25/122 **SWC Bar Till**
RESOLVED: Council AGREE to relocate the bar till to the Horden Heritage Centre and Tea Rooms.
- HPC
24/25/123 **Cemetery House Request**
RESOLVED: Council AGREED to reject the request.
- HPC
24/25/124 **Horden Banner Group request.**
RESOLVED: Council AGREE to the request, with a stipulation that the Banner Group is responsible for the transportation of the banner to Durham Cathedral which will not be covered by the insurance of Horden Parish Council.
- HPC
24/25/125 **County Councillor attendance to monthly meetings.**
RESOLVED: Council NOTE the information.
- HPC
24/25/126 **Electric Scooters**
RESOLVED: Council AGREE to display posters at Council properties and on the website ad social media; and explore with the Police and DCC Antisocial Behaviour Officer the use of legislation to enforce ban; require staff to report incidents of use of electric scooters to the Council.
- HPC
24/25/127 **Dogs in Building Draft Policy**
RESOLVED: Council AGREED to adopt the policy.
- HPC
24/25/128 **Creative Youth Opportunities**
RESOLVED: Council DEFER decision until receipt of attendance information.

Councillor C Cain left the meeting at 7:27pm

- HPC
24/25/129 **DCC Horden Masterplan**
RESOLVED: Council NOTE the information.

Meeting concluded at 7.35pm



[Handwritten signature] 21/11/24

Horden Parish Council Invoices for Payment September 2024

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Pay Ref:
Amazon	05.09.24	Intumescent Door Strips	£20.29	BACS
Amazon	21.08.24	Bar Keepers Friend Spray	£10.22	CREDIT RCVD
Amazon	13.09.24	CREDIT Bar Keepers Friend Spray	-£10.22	N/A
Amazon	24.09.24	6 x Chemical Warning Signs	£3.56	BACS
Amazon	25.09.24	5 x Glow in the Dark Fire Action Signs	£6.99	BACS
Amazon	27.09.24	5 X Fire Action Notice Sign	£14.99	BACS
Amazon	27.09.24	COSHH Stickers, Fluorescent Bulbs, WD-40	£34.95	BACS
Banner	24.09.24	Stationery	£45.39	BACS
Corona	04.09.24	Memorial Park Electricity 01/08/2024 - 31/08/2024	£29.98	D/D
Corona	04.09.24	Sunderland Road Pavilion Electricity 01/08/2024 - 31/08/2024	£131.11	D/D
Culligan (was Waterlogic)	16.09.24	Water Cooler Rental & Service - September 2024	£43.32	D/D
Document Solutions UK Limited	30.09.24	Photocopying Fees September 2024	£42.00	D/D
ITC Service Limited	30.09.24	Unifi Security & Office 365 Officers & Domain/Hosting/Estate Management & 365 Backup - October	£419.34	D/D
Kraftwerx	26.09.24	Repair Cemetery Containers - Insurance Claim	£1,728.00	BACS
Octopus Energy Limited	23.09.24	Cemetery Lodge Gas & Electricity 27/08/2024 - 22/09/2024	£29.53	BACS
Octopus Energy Limited	23.09.24	Welfare House Gas & Electricity 27/08/2024 - 22/09/2024	£30.19	BACS
Select Telecom Limited	31.08.24	Admin Phone Lines/Calls/Internet - September 2024	£121.66	D/D
Siemens Financial Services	14.09.24	Photocopier Lease 14/10/2024-13/01/2025	£178.56	D/D
SLCC Enterprises Ltd	09.09.24	National Conference - SS	£718.00	BACS
SLCC Enterprises Ltd	09.09.24	Credit Adjustment National Conference - SS	-£36.00	CREDIT
TJ's Heating & Home Improvements	13.09.24	Repair Men's Toilets/Kitchen Waste Pipes/Entrance Radiator - SWC	£180.00	BACS
TJ's Heating & Home Improvements	14.09.24	Repair Ladies Toilets - SWC	£185.00	BACS
Vodafone	20.09.24	Mobile Phones	£69.05	D/D
Wex	23.09.24	Equipment Fuel - Cemetery	£146.54	D/D
Wex	30.09.24	Iveco Pickup Fuel - Cemetery	£39.43	D/D
Wex	29.09.24	Vehicle Trackers	£11.98	D/D
OTHER PAYMENTS				
Co-op Bank	05.09.24	Wages Week 22	£5,157.87	BACS
Co-op Bank	12.09.24	Wages Week 23	£5,107.84	BACS
Co-op Bank	19.09.24	Wages Week 24	£5,107.24	BACS
Co-op Bank	26.09.24	Wages Week 25	£5,108.24	BACS
Durham County Council	30.09.24	Superannuation Weeks 23 - 26	£5,742.24	BACS
HMRC	30.09.24	PAYE Weeks 23 - 26	£4,903.36	BACS
Wave	11.09.24	Cemetery Water 11/06/2024 - 10/09/2024 (£35.00 pcm)	£255.86	D/D
Horden Parish Council SEPTEMBER 2024 TOTAL			£35,576.51	

M. D.
27/11/24