


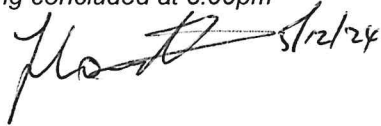
HORDEN PARISH COUNCIL
Minutes of Meeting held 7 November 2024

- Present:** Councillor F Leadbitter (Chairman)
 Councillors R Bagnall, T Baldasera, C Cain, B Gash, W Morrow, C Robson, D Tait, A Turner, J Ward and P Wood.
- Staff:** Mrs S Shippen (Clerk to the Council) and Mr C Jackson (Deputy Clerk)
- HPC 24/25/130** **Apologies for Absence.**
RESOLVED: That apologies be **RECEIVED** for Councillor P Laing and **APPROVED** for Councillors W Smith and F Winrow.
- HPC 24/25/131** **Declarations of Interest**
 No declarations of Interest raised.
- HPC 24/25/132** **Minutes of the Horden Parish Council Meeting held 3 October 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 24/25/133** **Public Participation.**
 No public participation took place.
- HPC 24/25/134** **Register of Delegated Decisions.**
 There were no delegated decisions to report.
- HPC 24/25/135** **Damage and Incident Reports.**
RESOLVED: that Council **NOTE** the reports.
- HPC 24/25/136** **Cemetery Burial and Income Report 23 September to 27 October 2024.**
RESOLVED: Council **NOTE** the information.
- HPC 24/25/137** **Parish Council Financial:**
 a) **Bank Balances (Balance Sheet).**
RESOLVED: Council **APPROVE** the Bank Balances and Balance Sheet to 30/9/2024 of £989,133.50.
- HPC 24/25/138** b) **Finance Report to 30/9/2024.**
RESOLVED: Council **APPROVE** the Income, Expenditure and Variances Report.
- HPC 24/25/139** c) **Cash Withdrawal(s) and Debit Card Transactions.**
RESOLVED: Council **APPROVE** debit card transaction totalling £691.85
- HPC 24/25/140** d) **Petty Cash.**
RESOLVED: Council **APPROVE** the petty cash report.
- HPC 24/25/141** e) **Bank Transfer(s).**
 The Clerk requested that £50,000 to be transferred from the CCLA account to the Co-op Current account.
RESOLVED: Council **APPROVE** transfer of funds.
- HPC 24/25/142** f) **Budget Workshop.**
RESOLVED: Council **ADVISE** the Clerk to invite Councillors to two meetings on dates set by the Clerk.
- HPC 24/25/143** **Invoices for endorsement for payment.**
RESOLVED: to **ENDORSE** payment of the attached schedule of invoices plus the additional schedule totalling £65,938.23. Councillors F Leadbitter and W Morrow to authorise.
- HPC 24/25/144** **Finance Regulations.**
RESOLVED: Council **APPROVE** the financial regulations subject to amendments agreed within the meeting.
- HPC 24/25/145** **Software Security and Backup Proposal.**
RESOLVED: Council **APPROVE** the using the supplier Microshade for an initial 3 year contract.

 3/12/24

- HPC
24/25/146 **Members/Officers Allowances.**
RESOLVED: No claims received.
- HPC
24/25/147 **2024 NJC Pay Award.**
RESOLVED: Council **APPROVE** the pay award and back pay to staff.
- HPC
24/25/148 **Horden 125th Anniversary.**
RESOLVED: Council **APPROVE** the proposals suggested by the Working Group.
- HPC
24/25/149 **Safe Durham Partnership Prevent Venue Hire Guidance.**
RESOLVED: Council **NOTE** the information and **ADVISE** the Clerk to update the venue hire process and provide a proposal to the Council.
- HPC
24/25/150 **Burials Consultation.**
RESOLVED: Council **NOTE** the information and **ADVISE** the Clerk to respond if she has the capacity to do so.
- HPC
24/25/151 **NAC AGM Invitation.**
RESOLVED: Council **AGREED** not to attend.
- HPC
24/25/152 **Government Consultation on remote attendance and proxy voting.**
RESOLVED: Council **ADVISE** the Clerk to draft a response for further consideration.
- HPC
24/25/153 **Creative Youth Opportunities**
RESOLVED: Council **APPROVE** to fund £1,426 for the summer trip and request more information on the funding given to Creative Youth Opportunities prior to any additional funding being awarded

Meeting concluded at 8:00pm

 5/12/24

Horden Parish Council Invoices for Payment October 2024

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Pay Ref:
Amazon	08.10.24	CREDIT 5 x Glow in the Dark Fire Action Signs	-£6.99	CREDIT
Amazon	09.10.24	Rubber Cradle Swing Seat	£135.00	BACS
Amazon	15.10.24	Cleaning Materials - SWC	£89.77	BACS
Amazon	15.10.24	Blue Rolls - SWC	£21.00	BACS
Amazon	15.10.24	Bleach - SWC	£8.99	BACS
Amazon	22.10.24	CREDIT Bleach - SWC	-£8.99	CREDIT
Amazon	28.10.24	Cleaning Materials - SWC	£76.05	BACS
Banner	08.10.24	2 x Packs Blue Roll - Parks	£41.88	BACS
Banner	15.10.24	Toilet Rolls - SWC	£58.75	BACS
CN 24hour Locksmith - C Naylor	29.10.24	Repair Internal Latch & Mortice Lock - SWC	£40.00	BACS
Coast Road Karaoke & Disco	10.11.24	PA Hire 10/11/2024	£100.00	BACS
Co-operative Bank	01.10.24	BACS/FD Online Fees 01/09/2024 - 30/09/2024	£67.92	D/D
Co-operative Bank	01.11.24	BACS/FD Online Fees 01/10/2024 - 31/10/2024	£77.90	D/D
Corona	09.10.24	Sunderland Road Pavilion Electricity 01/07/2024 - 31/07/2024 CREDIT	-£134.62	CREDIT
Corona	09.10.24	Sunderland Road Pavilion Electricity 01/08/2024 - 31/08/2024 CREDIT	-£131.11	CREDIT
Corona	09.10.24	Sunderland Road Pavilion Electricity 01/07/2024 - 31/07/2024 Recalculation	£103.75	D/D
Corona	09.10.24	Sunderland Road Pavilion Electricity 01/08/2024 - 31/08/2024 Recalculation	£106.01	D/D
Corona	09.10.24	Sunderland Road Pavilion Electricity 01/09/2024 - 30/09/2024	£134.41	D/D
Corona	09.10.24	Memorial Park Electricity 01/07/2024 - 31/07/2024 CREDIT	-£30.42	CREDIT
Corona	09.10.24	Memorial Park Electricity 01/08/2024 - 31/08/2024 CREDIT	-£29.98	CREDIT
Corona	09.10.24	Memorial Park Electricity 01/07/2024 - 31/07/2024 Recalculation	£37.23	D/D
Corona	09.10.24	Memorial Park Electricity 01/08/2024 - 31/08/2024 Recalculation	£29.98	D/D
Corona	09.10.24	Memorial Park Electricity 01/09/24 - 30/09/24	£30.42	D/D
Creative Youth Opportunities	29.07.24 Rcvd 14.10.24	Teddy Bears Picnic Activities	£980.00	BACS
Creative Youth Opportunities	30.10.24	Halloween Event	£1,220.00	BACS
Culligan (was Waterlogic)	15.10.24	Water Cooler Rental & Service - October 2024	£43.32	D/D
J J Dell & Co	04.11.24	Annual Rent Station Road Allotment Site 2023	£1,435.00	BACS
Document Solutions UK Limited	31.10.24	Photocopying Fees October 2024	£63.86	D/D
Eon Next	01.10.24	Gas SWC 02/09/2024 - 30/09/2024	£410.44	D/D
Eon Next	01.10.24	Electricity Cemetery 01/09/2024 - 30/09/2024	£40.83	D/D
Eon Next	04.11.24	Gas SWC 01/10/2024 - 03/11/2024	£826.06	D/D
Eon Next	04.11.24	Electricity Cemetery 01/10/2024 - 31/10/2024	£48.93	D/D
Go2 Electrical Services	16.10.24	Replace LED Light Unit and Remove Wall Mounted Monitor	£90.00	BACS
Horn's Garden Centre	10.10.24	Assorted Shrubs/Compost/Fertiliser/Fish Blood & Bone	£179.21	BACS
ITC Service Limited	31.10.24	Unifi Security & Office 365 Officers & Domain/Hosting/Estate Management & 365 Backup - November	£419.34	D/D
JRB Enterprise Ltd	07.10.24	Dog Bags	£1,920.00	BACS

[Handwritten Signature] 5/12/24

Pat Lavery Limited	10.10.24	Puncture Repair - Kabota Ride On - Cemetery	£20.00	BACS
Pat Lavery Limited	14.10.24	Puncture Repair - John Deere Tractor - Cemetery	£20.00	BACS
Derek McKenzie UK Car and Commercials	17.10.24	Iveco Pick-Up NU20 OUC Purchase	£19,500.00	CHAPS
Octopus Energy Limited	23.10.24	Cemetery Lodge Gas & Electricity 23/09/24 - 21/10/24	£32.00	BACS
Octopus Energy Limited	23.10.24	Welfare House Gas & Electricity 23/09/24 - 21/10/24	£32.94	BACS
Royal British Legion	29.10.24	Poppy Wreaths	£375.50	313560
Salus NE Limited	05.11.24	First Aiders - Remembrance Parade	£144.00	BACS
Scottish Power	07.10.24	SWC Electricity 03/09/2024 - 07/10/2024	£507.36	D/D
Scottish Power	15.10.24	SWC Electricity 07/10/2024 - 15/10/2024	£284.90	D/D
Scottish Power	05.11.24	SWC Electricity 16/10/2024 - 05/11/2024	£379.61	D/D
Screwfix	16.10.24	Tyreweld and 4 x Ventilation Duct	£19.15	BACS
Screwfix	31.10.24	Safety Boots - RH	£32.99	BACS
Screwfix	31.10.24	Cable Ties	£10.02	BACS
Select Telecom Limited	30.09.24	Admin Phone Lines/Calls/Internet - October 24	£116.36	D/D
Shoreline Fire Limited	06.11.24	Bi-Annual Service Fire Alarm System/Emergency Lighting - SWC	£120.00	BACS
Shoreline Fire Limited	06.11.24	Bi-Annual Service Fire Alarm System/Emergency Lighting - Sunderland Road	£120.00	BACS
Shoreline Fire Limited	06.11.24	Annual Service Intruder Alarm - Memorial Park	£96.00	BACS
Vodafone	20.10.24	Mobile Phones	£67.40	D/D
Wex	07.10.24	Equipment Fuel and Iveco Pickup Fuel - Cem	£123.39	D/D
Wex	27.10.24	Vehicle Trackers	£11.98	D/D
Wex	04.11.24	Equipment Fuel - Cemetery	£123.42	D/D
OTHER PAYMENTS				
Co-op Bank	03.10.24	Wages Week 26	£5,022.43	BACS
Co-op Bank	10.10.24	Wages Week 27	£5,035.08	BACS
Co-op Bank	17.10.24	Wages Week 28	£5,035.28	BACS
Co-op Bank	24.10.24	Wages Week 29	£4,807.18	BACS
Co-op Bank	31.10.24	Wages Week 30	£4,806.58	BACS
Durham County Council	29.10.24	Superannuation Weeks 27 - 30	£5,466.50	BACS
HMRC	29.10.24	PAYE Weeks 27 - 30	£4,819.92	BACS
Wave	13.10.24	SWC Water 13/07/2024 - 12/10/2024 (£88.00 pcm)	£314.30	D/D
Horden Parish Council OCTOBER 2024 TOTAL			£65,938.23	

Handwritten signature: Horden