

Horden Parish Council

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

10th January 2025

Dear Member

You are summoned to attend the Horden Parish Council Meeting to be held in Horden Social Welfare Centre, Seventh Street, Horden on Thursday 16th January 2025 immediately following the Meeting of Horden Recreation Ground for the purposes of transacting the following business.

HORDEN PARISH COUNCIL ORDER OF BUSINESS **Meeting to be held 16th January 2025**

1. **Apologies for Absence** – to consider for approval.
2. **Declarations of Interest** – to receive declarations of interest from Members on items of the agenda in accordance with the Localism Act 2011 and the Council's Code of Conduct.
3. **Minutes of the Horden Parish Council Meeting held 5 December 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 Parish Council on matters relating to the agenda for up to 3 minutes per person during a period not exceeding 20 minutes.***
5. **Horden Mine Water Heat Update** – to receive presentation from Durham County Council and East Durham Trust.
6. **Register of Delegated Decisions** – to note there are no additional decisions to approve.
7. **Damage and Incident Report(s) (enclosed)** – to consider report.
8. **Cemetery Burial and Income Report 25/11/24 – 29/12/24 (enclosed)** – to receive the information.
9. **Parish Council Financial:**
 - a) **Bank Balances** – to receive balances at 30/11/24.
 - b) **Finance Report (enclosed)** – to consider Income, Expenditure and Variance Report to 30/11/24.
 - c) **Cash Withdrawals and Debit Card Transactions (enclosed)** – to approve report.
 - d) **Bank Transfer(s)** – to approve any transfer(s).
10. **Invoices for endorsement for payment (enclosed)** – to approve for payment.
11. **Horden 125th Anniversary** – to consider report from Working Group held on 6th January 2025.
12. **2025/26 Budget Setting**
 - a) **2025/26 Fees** – to consider for approval.
 - b) **Events Plan and Budget 2025** – to consider for inclusion in budget.
 - c) **2025/26 Budget** – to consider draft budget.
13. **Members/Officers Allowances** - To consider any claims for approval.
14. **Welfare House** – to consider referral to Asset and Risk Management Committee.
15. **HCWFC** – to consider nomination of Councillor to attend HCWFC meetings.
16. **Durham County Council Budget Consultation** – to consider any response.
17. **Strengthening the standards and conduct framework for local authorities in England** – to consider any response.

18. Exclusion of Press and Public. In accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act, 1960, the Council is requested to RESOLVE to exclude the press and public from the meeting for the following items of business on the grounds that it involves information prejudicial to the public interest by reason of the personal and confidential nature of the business to be transacted.

19. Third Street Allotment Site – to consider position.



Samantha Shippen
Clerk to the Council
10th January 2025

To: All Members of Horden Parish Council/cc Public Notice

HORDEN PARISH COUNCIL
Minutes of Meeting held December 2024

Agenda Item 3

- Present:** Councillor F Leadbitter (Chairman)
Councillors R Bagnall, T Baldasera, B Gash, E, Laing, W Morrow, C Robson, W Smith, A Turner, J Ward and F Winrow.
- Staff:** Mrs S Shippen (Clerk to the Council) and Mr C Jackson (Deputy Clerk)
- Other:** One Member of the Public was in attendance
- HPC 24/25/154** **Apologies for Absence.**
RESOLVED: That apologies be **APPROVED** for Councillors C Cain, D Tait and P Wood.
- HPC 24/25/155** **Declarations of Interest**
No declarations of Interest raised.
- HPC 24/25/156** **Minutes of the Horden Parish Council Meeting held 7 November 2024.**
RESOLVED: The minutes be confirmed as a true record and signed by the Chairman.
- HPC 24/25/157** **Public Participation.**
One Member of the Public requested whether the Council is committed to take over responsibility of Grants Houses Allotments. Council stated that it had been in contact with the County Council with regards to the allotments.
- HPC 24/25/158** **Horden Mine Water Heat Update**
The Agenda item has been withdrawn due to staff availability and adjourned to next meeting.
- HPC 24/25/159** **Register of Delegated Decisions.**
There were no delegated decisions to report.
- HPC 24/25/160** **Damage and Incident Report(s).**
RESOLVED: that Council **NOTE** the report.
- HPC 24/25/161** **Cemetery Burial and Income Report 28 October to 24 November 2024.**
RESOLVED: Council **NOTE** the information.
- HPC 24/25/162** **Parish Council Financial:**
a) **Bank Balances (Balance Sheet).**
RESOLVED: Council **APPROVE** the Bank Balances and Balance Sheet to 31/10/2024 of £1,323,830.84.
- HPC 24/25/163** b) **Finance Report to 31/10/2024.**
RESOLVED: Council **APPROVE** the Income, Expenditure and Variances Report.
- HPC 24/25/164** c) **Cash Withdrawal(s) and Debit Card Transactions.**
RESOLVED: Council **APPROVE** debit card transaction totalling £207.20.
- HPC 24/25/165** d) **Bank Transfer(s).**
RESOLVED: Council **NOTE** no transfers to approve.
- HPC 24/25/166** e) **Budget Workshop.**
RESOLVED: Council **AGREE** next budget workshop meeting for Monday 9th December.
- HPC 24/25/167** **Invoices for endorsement for payment.**
RESOLVED: to **ENDORSE** payment of the attached schedule of invoices plus the additional schedule totalling £51,415.94. Councillors F Leadbitter and W Morrow to authorise.
- HPC 24/25/168** **Notification of Asset Sale of Iveco Pick for £1,000 + VAT**
RESOLVED: Council **RECEIVE** the information.
- HPC 24/25/169** **Members/Officers Allowances.**
No claims received.

- HPC**
24/25/170 **Co-op Bank Correspondence.**
RESOLVED: Council **RECEIVE** the information.
- HPC**
24/25/171 **Personnel Committee.**
RESOLVED: Council **APPROVE** items 1, 2 and 4 and **AGREED** in principle item 3 with costing being brought to future Council Meeting.
- HPC**
24/25/172 **Social Welfare Centre Booking Form.**
RESOLVED: Council **APPROVE** the report and documentation.
- HPC**
24/25/173 **Horden 125th Anniversary.**
RESOLVED: Council **NOTE** the report from the Working Group, with Durham County Council to be invited to next meeting.
- HPC**
24/25/174 **Government Consultation on remote attendance and proxy voting.**
RESOLVED: Council **APPROVE** draft a response from the Clerk for submission.
- HPC**
24/25/175 **SWC Garage.**
RESOLVED: Council **AGREE** in principle to the proposal subject to a detailed proposal coming back to the Council.
- HPC**
24/25/176 **Biodiversity and Non-Designated Heritage Assets Supplementary Planning.**
RESOLVED: Council **AGREED** no response required.
- HPC**
24/25/177 **Royal Garden Party Invitation.**
RESOLVED: Council **AGREED** to nominate Councillor W Smith.
- HPC**
24/25/178 **North East Mayor Transport Consultation**
RESOLVED: Council **ADVISE** the Clerk to respond that we strongly agree to the greener proposal but wish to point out lack of carriages on trains and poor onward travel from station to coast. Each Councillor will respond individually.
- HPC**
24/25/179 **NAC Youth Conference Invitation.**
RESOLVED: Council **AGREED** not to attend.

Meeting concluded at 7.40pm

Horden Parish Council Invoices for Payment November 2024

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Pay Ref:
Amazon	21.11.24	CCTV Logbook	£14.99	BACS
Citron Hygiene	08.11.24	Sanitary Disposal SWC Annual Fee	£113.60	BACS
C N 24hour Locksmith	26.11.24	Replace Gearbox & Door Handles - Welfare House	£180.00	BACS
Coast Road Karaoke & Disco	04.12.24	PA Hire - Christmas Tree Lighting	£100.00	BACS
Co-operative Bank	02.12.24	BACS/FD Online Fees 01/11/24 - 30/11/24	£67.50	D/D
Creative Youth Opportunities	14.11.24	Lantern Project & Parade	£500.00	BACS
Culligan (was Waterlogic)	15.11.24	Water Cooler Rental & Service - November 24	£43.32	D/D
Document Solutions UK Ltd	29.11.24	Photocopying Fees November 2024	£42.00	D/D
Eon Next	02.12.24	Gas SWC 04/11/2024 - 01/12/2024	£1,047.65	D/D
Eon Next	02.12.24	Electricity Cemetery 01/11/2024 - 30/11/2024	£38.55	D/D
P Hutchinson & Sons	02.12.24	Woodchips	£30.00	BACS
ITC Service Limited	30.11.24	Unifi Security & Office 365 Officers & Domain/Hosting/Estate Management & 365 Backup - December	£419.34	D/D
Microshade Business Consultants Ltd	15.11.24	Installation, Set Up & Migration of Data, Hosted Application Service	£263.52	BACS
Octopus Energy Limited	21.11.24	Cemetery Lodge Gas & Electricity 22/10/24 - 20/11/24	£46.39	BACS
Octopus Energy Limited	21.11.24	Welfare House Gas & Electricity 22/10/24 - 20/11/24	£34.16	BACS
Roadsafe Traffic Management (NE)	11.11.24	Road Closure - Remembrance Parade	£3,210.00	BACS
Geo Robinson & Son	31.10.24	Mop & Bucket, WD40, Brushes, Batteries, Stain, Spray Paint	£89.98	BACS
Salus NE Limited	28.11.24	First Aiders - Christmas Tree Lighting	£144.00	BACS
Screwfix Direct Ltd	21.11.24	Fan Heater & Trimmer Line	£51.74	BACS
Select Telecom Limited	31.10.24	Admin Phone Lines/Calls/Internet - November 24	£120.54	D/D
Shoreline Fire Limited	04.12.24	Supply and Fit Replacement Emergency Bulk Heads x 4 - Sunderland Road	£240.00	BACS
Shoreline Fire Limited	04.12.24	Supply and Fit Replacement Emergency Sealed Unit - SWC	£90.00	BACS
TJ's Heating & Home Improvements	19.11.24	Service Sunderland Road Bungalow Boiler	£70.00	BACS
Treasured Memories Ltd	08.11.24	Memorial Plaque - MJ	£126.78	BACS
Turfcare Specialists Ltd	28.11.24	Supply and Deliver Christmas Tree	£1,260.00	BACS
Vodafone	20.11.24	Mobile Phones	£69.60	D/D
Wex	24.11.24	Vehicle Trackers	£11.98	D/D
Wex	02.12.24	Vehicle Fuel	£49.33	D/D
OTHER PAYMENTS				
Co-op Bank	07.11.24	Wages Week 31	£4,742.34	BACS
Co-op Bank	14.11.24	Wages Week 32	£10,210.49	BACS
Co-op Bank	21.11.24	Wages Week 33	£4,949.98	BACS
Co-op Bank	27.11.24	Wages Week 34	£4,949.98	BACS
Durham County Council	02.12.24	Attachment Weeks 31 - 35	£501.56	BACS
Durham County Council	02.12.24	Superannuation Weeks 31 - 35	£8,451.67	BACS
HMRC	02.12.24	PAYE Weeks 31 - 35	£9,134.95	BACS
		Horden Parish Council NOVEMBER 2024 TOTAL	£51,415.94	

HORDEN PARISH COUNCIL

DAMAGE/INCIDENT REPORT FORM

Date and time of Damage/Incident: <u>13/11/24</u>
Location: <u>THORPE ROAD CEMETERY</u>
Damage Found (please give as much detail as possible)
<u>WHEN HEDGE CUTTING THE</u>
<u>BOTTOM BLADE WAS SWAPPED</u>
<u>ABOUT 3" UP FROM THE</u>
<u>ENGINE</u>

Completed by: DAVID LAMMIS Date: 21/12/24

Police Notified: YES/NO Officer dealing:

Time Police notified:

Remedial Action Taken: PHONED DILL ABOUT GETTING MACHINE FIXED AND PRICE AND WAS GOING TO LET RICHARD KNOW WHEN HE IS BACK FROM HOLIDAY.

OFFICE USE:

Has available CCTV been checked: YES / NO

Is this an Insurance Claim: YES / NO

If yes, have photographs, quotations and details been passed to the Deputy Clerk/RFO:

Is this a disposal of an Asset: YES/NO

If yes, has a disposal form been completed and handed to the Deputy Clerk/RFO:

Completed by: C. Backer Date: 04/12/24

Date received by Parish Council Office: 04/12/24

Thorpe Road Cemetery Report 25th November 2024 to 29th December 2024

INTERMENT (inc. Ashes)			
PLOT	DETAIL	RESIDENT	FEE
M11	ASHES	YES	£220.00
L149	FULL BURIAL	YES	£330.00
		TOTAL	£550.00

PURCHASE OF PLOT - EXCLUSIVE RIGHT			
PLOT	DETAIL		FEE
GARDEN C 4	TRANSFER VIA STAT DEC	NO	£163.00
D575A	TRANSFER VIA PROBATE	YES	£33.00
L149	NEW PURCHASE	YES	£330.00
		TOTAL	£526.00

SUPPLY OF IMMOVABLE MEMORIAL			
PLOT	DETAIL	RESIDENT	FEE
M138	REFIX	YES	£28.00
G589	NEW MEMORIAL	NO	£260.00
H46	NEW MEMORIAL	YES	£110.00
L36	INSCRIPTION	NO	£156.00
GARDEN A 55	INSCRIPTION	NO	£156.00
GARDEN D 53	INSCRIPTION	NO	£156.00
D642	REFIX	YES	£28.00
G449	REFIX	YES	£28.00
G450	REFIX	YES	£28.00
		TOTAL	£950.00

MISCELLANEOUS			FEE
		TOTAL	£0.00
		TOTAL INCOME	£2,026.00

HORDEN PARISH COUNCIL Current Year 2024/25

Bank - Cash and Investment Reconciliation as at 30 November 2024

Confirmed Bank & Investment Balances

Bank Statement Balances

30/11/2024	Current Account	59,039.35
30/11/2024	Public Sector Reserve Account	285.44
30/11/2024	CCLA PUB. SECTOR	1,227,881.79
30/11/2024	BUSINESS SAVERS ACCOUNT	1,595.92

1,288,802.50

Other Cash & Bank Balances

58.50

1,288,861.00

Receipts not on Bank Statement

0.00

Closing Balance

1,288,861.00

All Cash & Bank Accounts

1	CURRENT BANK ACCOUNT	59,039.35
2	90 DAY DEPOSIT A/C	285.44
4	CCLA PUB. SECTOR	1,227,881.79
5	BUSINESS SAVERS ACCOUNT	1,595.92
	Other Cash & Bank Balances	58.50
	Total Cash & Bank Balances	1,288,861.00

HORDEN PARISH COUNCIL FINANCE REPORT

This report details accounts as at 30 November 2024 – accounts on a straight line we should be around 66%. Under Financial Regulation 4.8 reports are made of material variances of £200 or 17%.

EXPENDITURE

Account	Page	£ Spend/ £ Budget	Explanation	Comment	Reported to Council
1125 – Ad Insurance	1	14,931/12,195	Overbudget	Need to recharge to Recreation Ground	05/09/24
1126 – Ad Photocopier	1	899/1,200	Higher copying usage		05/09/24
1151 – Ad Bank charges	1	789/1,072	Accrual correction		03/10/24
1152 – IT Fees	1	3,768/5,500	Annual upfront costs for software		06/06/24
1304 – Cem Council Tax	2	4,311/5,418	Paid over 10 months rather than 12		11/07/24
1311 – Cem Rates	2	1,337/1,596	Paid over 10 months rather than 12		05/09/24
1320 - Cem Misc	2	1,440/20	Cemetery break in costs	To be claimed back from insurance	07/11/24
1349 – Cem Plaques	2	574/300	Will Balance out with income		06/06/24
1361 – Cem Major Scheme	2	5,984/2,500	Final architect fees		05/09/24
1362 – Cem Trade Waste	2	1,883/1,911	Annual upfront costs		03/10/24
1364 – Cem Mem Benches	2	856/500	Will balance out with income		06/06/24
1411 – Pk Rates	3	599/753	Paid over 10 months		05/09/24
1413 – Pk Rents	3	410/410	Annual fee paid		05/09/24
1414 – Park Electricity	3	1,557/2,300	Higher costs due to transfer of supplier		06/06/24
1440 – Park Grounds Maint	3	1,399/2,000	Purchase of Christmas Tree		09/01/25
1442 – Park Equipment Fuel	3	399/510	Increased fuel usage		07/11/24
1604 - SWC Council Tax	3	2,875/3,595	Paid over 10 months rather than 12		05/09/24
1611 – SWC Rates	3	5,888/7,692	Paid over 10 months rather than 12		05/09/24
1615 – SWC Gas	3	4,802/6,600	Higher costs due to transfer of supplier		06/06/24
1616 – SWC Cleaning	3	890/1,050	Cleaning items purchased		06/06/24
1637 – SWC Plant & Equip	3	341/350	Increased costs		11/07/24
1726 – Members Participation	4	5,147/6,863	All allowances allocated		05/09/24
1732 – GP Publicity	4	400/450	Durham Gala advertisement		05/09/24
1733 – GP Activities and Events	4	10,604/11,500	Dday and Summer activities		05/09/24

1757 – GP Audit	4	(1,680)/5,450	Accrual for audit fees		06/06/24
1759 – GP Professional Fees	4	2,582/3,397	Payroll and Rialtas annual subscription and Cemetery Fees booklet production		11/07/24
1760 – Dog Bags	4	1,600/1,600	Paid for year		09/01/25
11045 – Bar Licences	4	180/180	Paid for year		06/06/24

INCOME

Account	Page	£ Receipt/ £ Budget	Explanation	Comment	Reported to Council
1189 – Admin Misc	1	563/780	Office services/photocopying		03/10/24
1196 – Bank Interest	1	35,326/15,000	Preferential rates received		06/06/24
1281 – Income Allot Rent	1	2,403/2,403	Rent received for year		11/07/24
1382 -Cem Reserved Plot	1	3,575/0	Not budgeted for		05/09/24
1383 – Cem Mem Plaques	1	1,023/360	Will balance out with expenditure		06/06/24
1390 – Cem Mem Benches	1	558/500	Will balance out with expenditure		06/06/24
1483 – Pk Ground Fee	2	1,636/1,700	Annual fee paid		05/09/24
1682 - SWC Letting	3	29,739/34,350	DDS invoiced for year		06/06/24
1799 – Poppy Wreaths	4	333/185	Will balance out with expenditure		05/09/24

10/12/2024

HORDEN PARISH COUNCIL Current Year 2024/25

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Detailed Income & Expenditure by Budget Heading 30/11/2024

Month No: 8

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
101 ADMINISTRATION							
1176 PRECEPTS RECEIVED	0	645,883	645,883	0			100.0%
1189 INCOME-ADMIN MISC	73	563	780	217			72.2%
1196 INCOME-BANK INTEREST	0	30,263	15,000	(15,263)			201.8%
1198 LCTSS GRANT	0	96,381	96,381	0			100.0%
ADMINISTRATION :- Income	73	773,090	758,044	(15,046)			102.0%
1101 AD-WAGES	10,173	69,659	124,898	55,239		55,239	55.8%
1102 AD-EMPLOYERS NI	1,017	6,232	10,958	4,726		4,726	56.9%
1103 AD-EMPLOYERS PENSION	1,984	13,583	23,606	10,023		10,023	57.5%
1110 AD-ROOM FEES	150	1,200	1,800	600		600	66.7%
1121 AD-TELEPHONE/FAX	100	823	1,400	577		577	58.8%
1122 AD-POSTAGE	0	131	350	219		219	37.5%
1123 AD-STATIONERY	26	216	390	174		174	55.4%
1125 AD-INSURANCE	0	14,931	12,195	(2,736)		(2,736)	122.4%
1126 AD-PHOTOCOPIER	35	899	1,200	301		301	74.9%
1137 AD-PLANT & EQUIPMENT	0	0	220	220		220	0.0%
1151 AD-BANK CHARGES	78	789	1,072	283		283	73.6%
1152 AD-IT FEES	569	3,768	5,500	1,732		1,732	68.5%
1159 AD-PROFESSIONAL FEES	10	1,071	5,000	3,929		3,929	21.4%
ADMINISTRATION :- Indirect Expenditure	14,143	113,303	188,589	75,286	0	75,286	60.1%
Net Income over Expenditure	(14,070)	659,787	569,455	(90,332)			
102 ALLOTMENTS							
1281 INCOME-ALLOT RENT	0	2,403	2,400	(3)			100.1%
ALLOTMENTS :- Income	0	2,403	2,400	(3)			100.1%
1213 AL-RENTS	1,435	1,435	1,435	0		0	100.0%
1220 AL-MISCELLANEOUS	0	40	43	3		3	94.2%
ALLOTMENTS :- Indirect Expenditure	1,435	1,475	1,478	3	0	3	99.8%
Net Income over Expenditure	(1,435)	928	922	(6)			
103 CEMETERIES							
1382 INCOME-CEM RESERVED PLOT	0	3,575	0	(3,575)			0.0%
1383 INCOME-CEM MEMORIAL PLAQUES	0	1,023	360	(663)			284.3%
1384 INCOME-CEMETERY FEES	2,315	35,586	58,000	22,414			61.4%
1390 INCOME-MEMORIAL BENCHES	0	558	500	(58)			111.7%
CEMETERIES :- Income	2,315	40,743	58,860	18,117			69.2%
1301 CEM-WAGES	5,356	31,814	77,975	46,161		46,161	40.8%

Continued over page

Detailed Income & Expenditure by Budget Heading 30/11/2024

Month No: 8

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
1302 CEM-EMPLOYERS NI	546	2,704	6,953	4,249		4,249	38.9%
1303 CEM-EMPLOYERS PENS	1,044	6,842	14,679	7,837		7,837	46.6%
1304 CEM-COUNCIL TAX	539	4,311	5,418	1,107		1,107	79.6%
1307 CEM-CLOTHING	0	91	375	284		284	24.2%
1311 CEM-RATES	167	1,337	1,596	259		259	83.8%
1312 CEM-WATER	35	495	2,000	1,505		1,505	24.8%
1314 CEM-ELECTRICITY	91	735	1,500	765		765	49.0%
1316 CEM-CLEANING	12	45	100	55		55	45.1%
1320 CEM-MISCELLANEOUS	0	1,440	20	(1,420)		(1,420)	7200.0%
1321 CEM-TELEPHONE/FAX	28	225	356	131		131	63.1%
1336 CEM-BUILDINGS	0	85	850	765		765	10.0%
1337 CEM-PLANT & EQUIP	16	45	500	455		455	9.0%
1338 CEM-TOOLS	0	(2)	200	202		202	(0.8%)
1339 CEM-EQUIP REPAIRS	0	1,072	3,500	2,428		2,428	30.6%
1340 CEM-GROUNDS MAINTNCE	90	992	3,000	2,008		2,008	33.1%
1342 CEM-EQUIPMENT FUEL	103	1,372	3,000	1,628		1,628	45.7%
1343 CEM-VEHICLE MAINTNCE	0	737	3,500	2,763		2,763	21.0%
1344 CEM-VEHICLE FUEL	0	305	500	195		195	61.1%
1345 CEM-VEHICLE TAX/INS	0	545	680	135		135	80.1%
1346 CEM-HORTICULTURE	558	291	1,320	1,029		1,029	22.1%
1347 CEM-HEALTH & SAFETY	0	45	100	55		55	44.6%
1349 CEM - PLAQUES	106	574	300	(274)		(274)	191.3%
1359 CEM-PROFESSIONAL FEE	0	0	637	637		637	0.0%
1361 CEM-MAJOR SCHEMES	0	5,984	2,500	(3,484)		(3,484)	239.4%
1362 CEM-TRADE WASTE	0	1,883	1,911	28		28	98.6%
1363 CEM- LOAN REPAYMENT	0	13,036	26,073	13,037		13,037	50.0%
1364 CEM-MEMORIAL BENCHES	(558)	298	500	202		202	59.5%
CEMETERIES :- Indirect Expenditure	8,133	77,300	160,043	82,743	0	82,743	48.3%
Net Income over Expenditure	(5,818)	(36,557)	(101,183)	(64,626)			
6000 plus Transfer from EMR	0	5,984	0	(5,984)			
Movement to/(from) Gen Reserve	(5,818)	(30,573)	(101,183)	(70,610)			
104 PARKS							
1483 INCOME-PK GROUND FEE	0	1,636	1,700	64			96.2%
1486 INCOME-PK SLAND RD BUNG RENT	308	2,464	3,528	1,064			69.8%
1489 INCOME-PK MISC	0	148	0	(148)			0.0%
PARKS :- Income	308	4,248	5,228	980			81.2%
1401 PK-WAGES	12,847	94,753	130,382	35,629		35,629	72.7%
1402 PK-EMPLOYERS NI	1,023	6,584	9,915	3,331		3,331	66.4%

Detailed Income & Expenditure by Budget Heading 30/11/2024

Month No: 8

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
1403 PK-EMPLOYERS PENSION	1,860	15,278	19,909	4,631		4,631	76.7%
1407 PK-CLOTHING	0	131	390	259		259	33.7%
1411 PK-RATES	75	599	753	155		155	79.5%
1413 PK-RENTS	0	410	410	0		0	100.0%
1414 PK-ELECTRICITY	55	1,557	2,300	743		743	67.7%
1416 PK-CLEANING	0	35	100	65		65	34.9%
1420 PK-MISCELLANEOUS	0	0	20	20		20	0.0%
1421 PK-TELEPHONE/FAX	30	231	348	117		117	66.4%
1436 PK-BUILDINGS	250	522	2,000	1,478		1,478	26.1%
1437 PK-PLANT & EQUIPMENT	0	0	500	500		500	0.0%
1438 PK-TOOLS	0	0	100	100		100	0.0%
1439 PK-EQUIP REPAIRS	0	208	1,500	1,292		1,292	13.9%
1440 PK-GROUNDS MAINT	1,050	1,399	2,000	601		601	70.0%
1442 PK-EQUIPMENT FUEL	0	399	510	111		111	78.2%
1446 PK-HORTICULTURE	0	798	1,578	781		781	50.5%
1447 PK-HEALTH & SAFETY	0	16	250	234		234	6.4%
1448 PK-PLAY EQUIPMENT	0	113	100,000	99,888		99,888	0.1%
1459 PK-PROFESSIONAL FEES	0	376	3,000	2,624		2,624	12.5%
PARKS :- Indirect Expenditure	17,189	123,408	275,965	152,557	0	152,557	44.7%
Net Income over Expenditure	(16,881)	(119,161)	(270,737)	(151,576)			
106 S.W.C.							
1682 INCOME-SWC LETTINGS	1,875	29,739	34,350	4,611			86.6%
1688 INCOME-SWC CATERING	0	0	50	50			0.0%
1689 INCOME-SWC MISC	0	130	0	(130)			0.0%
S.W.C. :- Income	1,875	29,869	34,400	4,531			86.8%
1601 SWC-WAGES	3,564	22,814	34,472	11,659		11,659	66.2%
1602 SWC-EMPLOYERS NI	272	1,472	2,184	712		712	67.4%
1603 SWC EMPLOYERS PENSION	495	3,246	4,710	1,464		1,464	68.9%
1604 SWC-COUNCIL TAX	359	2,875	3,595	720		720	80.0%
1607 SWC-CLOTHING	0	0	60	60		60	0.0%
1611 SWC-RATES	736	5,888	7,692	1,804		1,804	76.6%
1612 SWC-WATER	88	652	2,000	1,348		1,348	32.6%
1614 SWC-ELECTRICITY	239	4,733	7,150	2,417		2,417	66.2%
1615 SWC-GAS	698	4,802	6,600	1,798		1,798	72.8%
1616 SWC-CLEANING	0	890	1,050	160		160	84.7%
1636 SWC-BUILDINGS	387	6,544	11,400	4,856		4,856	57.4%
1637 SWC-PLANT & EQUIP	94	341	350	9		9	97.3%
1638 SWC-TOOLS	0	0	50	50		50	0.0%

Detailed Income & Expenditure by Budget Heading 30/11/2024

Month No: 8

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
1639 SWC-EQUIP REPAIRS	0	0	200	200		200	0.0%
1647 SWC-HEALTH & SAFETY	0	135	500	365		365	27.1%
1649 SWC-CATERING	4	49	75	26		26	65.9%
1659 SWC-PROFESSIONAL FEE	0	0	1,000	1,000		1,000	0.0%
1663 SWC-TRADE WASTE	155	930	1,557	627		627	59.8%
S.W.C. :- Indirect Expenditure	7,091	55,370	84,645	29,275	0	29,275	65.4%
Net Income over Expenditure	(5,216)	(25,501)	(50,245)	(24,744)			
107 GENERAL PURPOSES							
1777 INCOME-GP EXTERNAL FUNDING	0	7,679	0	(7,679)			0.0%
1778 INCOME-GP EVENTS	0	42	0	(42)			0.0%
1790 INCOME-GP DOG BAGS	104	1,031	1,600	569			64.4%
1799 INCOME-POPPY WREATHS	0	333	185	(148)			180.2%
GENERAL PURPOSES :- Income	104	9,085	1,785	(7,300)			509.0%
1710 GP-ROOM FEES	94	410	450	40		40	91.1%
1719 GP-CHAIR'S ALLOWANCE	30	781	2,071	1,290		1,290	37.7%
1720 GP-MISCELLANEOUS	0	0	50	50		50	0.0%
1724 GP-SUBSCRIPTIONS	0	1,861	3,628	1,767		1,767	51.3%
1725 GP- MEMBERS TRAVEL & SUBS	0	0	(451)	(451)		(451)	0.0%
1726 GP-MEMBERS PARTICIPATION ALLOW	0	5,147	6,863	1,716		1,716	75.0%
1727 GP-OFFICER TRAVEL & SUBS	0	31	600	569		569	5.2%
1729 GP-CONF/TRAINING	0	1,055	5,000	3,945		3,945	21.1%
1732 GP-PUBLICITY	0	400	450	50		50	88.9%
1733 GP-ACTIVITIES & EVENTS	3,522	10,604	11,500	896		896	92.2%
1757 GP-AUDIT	0	(1,680)	5,450	7,130		7,130	(30.8%)
1758 GP-ELECTION	0	0	2,000	2,000		2,000	0.0%
1759 GP-PROFESSIONAL FEES	0	2,582	3,397	815		815	76.0%
1760 GP-DOG BAGS	0	1,600	1,600	0		0	100.0%
1761 GP-POPPY WREATHS	0	313	185	(128)		(128)	169.1%
GENERAL PURPOSES :- Indirect Expenditure	3,646	23,104	42,793	19,689	0	19,689	54.0%
Net Income over Expenditure	(3,543)	(14,018)	(41,008)	(26,990)			
108 GRANTS							
1863 OTHER GRANTS	42	7,027	22,500	15,473		15,473	31.2%
1864 WELFARE PARK GRANTS	0	0	86,435	86,435		86,435	0.0%
GRANTS :- Indirect Expenditure	42	7,027	108,935	101,908	0	101,908	6.5%
Net Expenditure	(42)	(7,027)	(108,935)	(101,908)			

Detailed Income & Expenditure by Budget Heading 30/11/2024

Month No: 8

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
109 CAPITAL PURCHASES							
1975 INCOME-ASSETSALE	1,000	1,275	0	(1,275)			0.0%
CAPITAL PURCHASES :- Income	1,000	1,275	0	(1,275)			
1963 CP-CAPITAL PURCHASES	0	16,250	55,590	39,340		39,340	29.2%
1964 MAJOR SCHEMES	0	0	5,000	5,000		5,000	0.0%
CAPITAL PURCHASES :- Indirect Expenditure	0	16,250	60,590	44,340	0	44,340	26.8%
Net Income over Expenditure	1,000	(14,975)	(60,590)	(45,615)			
110 BAR							
11045 BAR LICENCES	0	180	180	0		0	100.0%
BAR :- Indirect Expenditure	0	180	180	0	0	0	100.0%
Net Expenditure	0	(180)	(180)	0			
112 WINTER WARM HUBS							
11264 WINTER HUB EXPENDITURE	0	0	1,500	1,500		1,500	0.0%
WINTER WARM HUBS :- Indirect Expenditure	0	0	1,500	1,500	0	1,500	0.0%
Net Expenditure	0	0	(1,500)	(1,500)			
113 FLOWER & VEGETABLE SHOW							
11377 INCOME-FLOWER&VEG DONATIONS	0	0	850	850			0.0%
FLOWER & VEGETABLE SHOW :- Income	0	0	850	850			0.0%
11350 EXPEND. FLOWER&VEG SHOW	0	0	500	500		500	0.0%
11351 EXPEND.FLOWER&VEG FEES	0	0	350	350		350	0.0%
FLOWER & VEGETABLE SHOW :- Indirect Expenditure	0	0	850	850	0	850	0.0%
Net Income over Expenditure	0	0	0	0			
Grand Totals:- Income	5,675	860,713	861,567	854			99.9%
Expenditure	51,679	417,417	925,568	508,151	0	508,151	45.1%
Net Income over Expenditure	(46,004)	443,295	(64,001)	(507,296)			
plus Transfer from EMR	0	5,984	0	(5,984)			
Movement to/(from) Gen Reserve	(46,004)	449,280	(64,001)	(513,281)			

Cash Withdrawals & Debit Card Transactions:

29/11/2024 – MER – Charge Works Van - CJ – £10.81

03/12/2024 – Cash Withdrawal – Petty Cash – CJ – £120.00

03/12/2024 – Evans Halshaw – MOT & Service (recharged HRG) – CJ - £334.82

06/12/2024 – MER – Charge Works Van – CJ - £14.38

12/12/2024 – MER – Charge Works Van – CJ - £12.43

18/12/2024 – Playdale – Dome Caps – CJ - £78.60

19/12/2024 – MER – Charge Works Van – CJ - £12.16

23/12/2024 – MER – Charge Works Van – CJ - £7.33

TOTAL £590.53

Horden Parish Council Invoices for Payment December 2024

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Pay Ref:
Amazon	10.12.24	Thick Bleach	£9.55	BACS
Amazon	10.12.24	Paper Hand Towels	£24.70	BACS
Amazon	12.12.24	Cleaning Materials - SWC	£115.59	BACS
Banner	07.01.25	Bleach & Toilet Roll - Cemetery	£47.93	BACS
Banner	07.01.25	Blue Roll, Refuse Sacks & Toilet Roll - Parks	£71.46	BACS
Co-operative Bank	02.01.25	BACS/FD Online Fees 01/12/2024 - 31/12/2024	£73.98	D/D
Corona	18.12.24	Sunderland Road Pavilion Electricity 01/09/2024 - 30/09/2024 CREDIT	-£134.41	CREDIT
Corona	18.12.24	Sunderland Road Pavilion Electricity 01/09/2024 - 30/09/2024 Recalculation	£95.10	D/D
Corona	18.12.24	Sunderland Road Pavilion Electricity 01/10/2024 - 31/10/2024	£147.79	D/D
Corona	18.12.24	Sunderland Road Pavilion Electricity 01/11/2024 - 30/11/2024	£132.14	D/D
Corona	18.12.24	Memorial Park Electricity 01/09/2024 - 30/09/2024 CREDIT	-£30.42	CREDIT
Corona	18.12.24	Memorial Park Electricity 01/09/2024 - 30/09/2024 Recalculation	£35.91	D/D
Corona	18.12.24	Memorial Park Electricity 01/10/2024 - 31/10/2024	£25.59	D/D
Corona	18.12.24	Memorial Park Electricity 01/11/2024 - 30/11/2024	£27.12	D/D
Culligan (was Waterlogic)	15.12.24	Water Cooler Rental & Service - December 2024	£43.32	D/D
Document Solutions UK Limited	23.12.24	Photocopying Fees December 2024	£64.49	D/D
Durham County Council	05.12.24	Repairs to Tractor & Ride on Mower - Cemetery (Insurance Claim)	£1,358.01	BACS
Eon Next	02.01.25	Gas SWC 02/12/2024 - 01/01/2025	£958.74	D/D
Eon Next	02.01.25	Electricity Cemetery 01/12/2024 - 31/12/2024	£58.18	D/D
ITC Service Limited	31.12.24	Unifi Security & Office 365 Officers & Domain/Hosting/Estate Management & 365 Backup - January	£422.04	D/D
ITC Service Limited	05.01.25	Lenovo Laptop, Monitor, Docking Station & Set Up	£1,266.00	D/D
LMP Gardening & Rubbish Services	19.12.24	Waste Removal - SWC	£40.00	BACS
Mazars	30.11.24	External Audit	£2,016.00	BACS
Microshade Ltd	15.12.24	Hosted Application Service - Rialtas 15/12/2024 - 14/01/2025	£143.52	BACS
Microshade Ltd	15.01.25	Hosted Application Service - Rialtas 15/01/2025 - 14/02/2025	£143.52	BACS
MKM BS (Peterlee) Limited	16.12.24	Timber, Nuts, Bolts & Washers - Sunderland Road	£44.40	BACS

Agenda Item 10

NEREO	16.12.24	HR Support	£3,060.00	BACS
Octopus Energy Limited	23.12.24	Cemetery Lodge Gas & Electricity 21/11/2024 - 22/12/2024	£48.12	BACS
Octopus Energy Limited	24.12.24	Cemetery Lodge Gas & Electricity 23/12/2024 - 23/12/2024	£7.60	BACS
Octopus Energy Limited	24.12.24	Welfare House Gas & Electricity 21/10/2024 - 23/12/2024	£38.84	BACS
RnB Roofing	13.12.24	Replace and Seal Lead Flashing - Cemetery Chapel	£75.00	BACS
Geo Robinson & Son	30.11.24	Toilet Brush & Holder, WD40 & Key Cutting	£15.05	BACS
Scottish Power	10.12.24	SWC Electricity 06/11/2024 - 10/12/2024	£775.91	D/D
Scottish Power	06.01.25	SWC Electricity 11/12/2024 - 06/01/2025	£456.77	D/D
Screwfix Direct Limited	03.12.24	2 x Tripod Lights and Chainsaw Gloves	£109.95	BACS
Select Telecom Limited	30.11.24	Admin Phone Lines/Calls/Internet - December 2024	£120.23	D/D
Siemens Financial Services	15.12.24	Photocopier Lease 14/01/2025- 13/04/2025	£178.56	D/D
Total Energies	07.12.24	CREDIT to cancel Memorial Park Electricity 01/03/2024 - 01/03/2024	-£0.70	CREDIT
Vodafone	20.12.24	Mobile Phones	£67.40	D/D
Wex	09.12.24	Equipment Fuel - Cemetery	£121.55	D/D
Wex	29.12.24	Vehicle Trackers	£11.98	D/D
Wex	30.12.24	Vehicle Fuel	£56.76	D/D
OTHER PAYMENTS				
Co-op Bank	05.12.24	Wages Week 35	£4,940.20	BACS
Co-op Bank	12.12.24	Wages Week 36	£5,007.54	BACS
Co-op Bank	19.12.24	Wages Week 37	£4,940.80	BACS
Co-op Bank	24.12.24	Wages Week 38	£4,933.08	BACS
Durham County Council	17.12.24	Attachment Weeks 36 - 39	£266.76	BACS
Durham County Council	17.12.24	Superannuation Weeks 36 - 39	£5,609.47	BACS
HMRC	17.12.24	PAYE Weeks 36 - 39	£5,232.20	BACS
Wave	11.12.24	Cemetery Water 11/09/2024 - 10/12/2024 (£35.00 pcm)	£158.48	D/D
		Hornden Parish Council DECEMBER 2024 TOTAL	£43,431.80	

125th Anniversary Working Group update January 2025

Meeting Attendance

Clerk Sam Shippen, SWC and Events Manager Angela Lee, Cllr Cheryl Robson, Cllr Jackie Ward, Cllr Frank Leadbitter Cllr Chris Cain, Joe Ingell – Shelter, Joanna Foy – Coalfields Regeneration Trust Michelle Harland Creative Youth Opportunities

Apologies

Fr Kyle Cllr Thomas Baldesera, Cllr Rodie Bagnall

1 Background

The purpose of this report is to summarise the discussion at the 125th Working Group meeting held on 6th January 2025

The Working Group gave updates on the progress of the events that they would be involved with or organising.

2 School Logo competition Angela Lee Cllr Cheryl Robson

2.1 Cllr Cheryl Robson and Michelle Harland from Creative Youth Opportunities are to approach OLSS and Cotsford to get these two schools involved. Creative Youth Opportunities to offer workshops with regards to the Logo design.

3 Miners Day Picnic Angela Lee Cllr Cheryl Robson

3.1 (The budget to be approved at a later date)

3.2 I have approached a member of the public who has a large collection of Mining memorabilia who will set up a display using one of our Gazebos. This will be Free of charge.

3.3 Miners Day Picnic Park house exhibition – showcasing what the young children have made over the years.

3.4 Pitmens Poets – waiting for approval from Council Members

4 Mining And Heritage display Mo McGregor

4.1 Items will be displayed in the Welfare Centre the day is yet to be confirmed. This will also help promote the Heritage Centre and Tea Rooms

5 History of Horden Book Copy Typist Cllr Rodie Bagnall

5.1 Awaiting feedback

6 Slide Show Cllr Pat Laing and Cllr Rodie Bagnall

6.1 Slides are archived with Durham County Council. The Clerk to visit Durham archives

6.2 Events Manager has contacted Colin Robson who will be attending the next Working Group meeting

7 Veg and Flower Show Cllr Frank Leadbitter

7.1 Station Road Allotment Association to donate £500

7.2 28th August benching day, open to the public on 29th and 30th August

7.5 Hooked on crafts to create a display

8 Football Matches Cllr Chris Cain

Cllr Chris Cain to organise the following

8.1 28th August Children's fun afternoon

8.3 Ladies evening match (date to be confirmed)

8.4 Ex football players match Tuesday 26th August

9 Bowls Cllr Chris Cain

9.1 Bowls will be open everyday through out the two weeks of activities 12 till 3

9.2 Open day to be confirmed

10 Shelter Joe Ingell

10.1 A film of peoples stories who have lived or still living in the numbered streets will be shown in the welfare Centre (date to be confirmed)

10.2 Barn Dance? Centennial Centre to confirm free use (Date to be confirmed)

11 Ensemble '84

11.1 No update

12 Hooked on Crafts Cheryl Robson

12.1 Hooked on Crafts to have an open afternoon session and display, date to be confirmed

13 Creative Youth Opportunities Michelle Harland

13.1 20th August Youth Festival

13.2 Heritage Project for the young children to get involved with – Closing of the Pit

14 Coalfields Joanna Foy

14.1 Tourist information points over the two weeks of celebrations

14.2 A Mural to be painted on the side of the Hub House to link into the 125th Anniversary funding for rendering March-April – Planning permission needed

14.3 No More Nowt on board with the Mural project

14.4 Launch of extension to Community Fridge and Pantry

15 New Ideas

15.1 Decades Night – Cllr Cheryl Robson to approach the Comrades Club

16 Timetable

A timetable will be in place to determine what event will take place on which day

17 Date of next meeting

17.1 3rd February 5pm

Angela Lee SWC and Events Manager

HORDEN PARISH COUNCIL
2025/26 FEES DRAFT

Annual Fee (unless otherwise stated)	2024/25	2025/26	Notes/Comments
Sunderland Road: PRICE IS EXCLUSIVE OF 20% VAT unless stated			
Sunderland Road Football Teams (Horden)	£367.50	£386.00	5%
Sunderland Road Junior Teams (Horden)	£220.50	£232.00	5%
Sunderland Road Football Teams (Non-Horden)	£462.00	£485.00	5%
Sunderland Road Junior Teams (Non-Horden)	£324.50	£341.00	5%
Whippet Club	£189 (£157.50 NET)	£199.00	5%
Allotments: Exempt VAT			
Station Road Allotments	£2,403.00	£2,523.00	5%
Third Street Allotment	£35.00	£37.00	5%
Administration Fees: (inclusive of VAT)			
Photocopying black & white/colour A4	£0.50	£0.50	(staff time)
Photocopying black & white/colour A3	£1.00	£1.00	(staff time)
Dog Bags	£0.70	£0.70	cover costs
Domestic Properties: Exempt VAT			
Cemetery Lodge Rent (per month)			
Welfare House Rent (per month)			
Sunderland Rd Bungalow per month	£308.00	£323.50	5%
SWC Room Hire PRICE IS INCLUSIVE OF 20% VAT			
Mary Clark Room hourly rate - CORPORATE	£30.00	£31.50	5%
Mary Clark Room hourly rate - COMMUNITY	£20.00	£21.00	5%
Mary Clark Day Rate (MONDAY - FRIDAY Operational Hours) - CORPORATE	£144.00	£151.50	5%
Mary Clark Day Rate (MONDAY - FRIDAY Operational Hours) - COMMUNITY	£80.00	£84.00	5%
Elizabeth Wood Room hourly - CORPORATE	£20.50	£21.50	5%
Elizabeth Wood Room hourly - COMMUNITY	£13.30	£14.00	5%
Elizabeth Wood Day Rate (MONDAY - FRIDAY Operational Hours) - CORPORATE	£96.00	£101.00	5%
Elizabeth Wood Day Rate (MONDAY - FRIDAY Operational Hours) - COMMUNITY	£53.50	£56.00	5%
Projector and Screen	£20.00	£20.00	static
Tea and Coffee - per cup	£1.00	£1.00	static
Tea and Coffee and Biscuits - per cup	£1.20	£1.20	static
SWC Discounted/Free Rates - PRICE IS INCLUSIVE OF 20% VAT			
Patchwork Quilters (2 hours Mary Clark Room) - per session*	£15.50	£16.50	5% on PY
CISWO (2.5 hours Mary Clark Room) - per session*	£38.50	£40.50	5% on PY
Horden Guides (2 hours Thursday 6pm-8pm)*	Free Use		
Creative Youth Opportunities (Wednesday 4pm - 6:30pm)*	Free Use		
Horden Banner Committee (Tuesday 5pm) 2-3 meetings per annum*	Free Use		
Andys Man Club (Monday 7pm-9pm)*	Free Use		
Horden Residents Association - Thursday 6pm - 7:30pm*	Free Use		
Licences			
Durham Deafened Support (3 rooms) Mon-Fri 9am-5pm	£13,692.00	£14,376.60	5%
Durham County Council - Horden Together - First Floor licence Mon-Fri 9am-5pm	£15,000.00	£15,450.00	RPI 3%

*Free use/discounted use is given in the form of a grant donation by the Council under the applicable Power and reflected as Lettings Income

HORDEN PARISH COUNCIL - Cemetery Fees DRAFT

DESCRIPTION
Exclusive Right of Burial
9 x 4 grave - SINGLE DEPTH
9 x 4 grave - DOUBLE DEPTH
4 X 2 grave (Ashes)
9 X 4 grave - SINGLE RESERVED FOR FUTURE USE - Horden Resident ONLY NON-TRANSFERRABLE
9 X 4 grave - DOUBLE RESERVED FOR FUTURE USE - Horden Resident ONLY NON-TRANSFERRABLE
Interment
Single depth and double second interment
Double depth - first interment
Stillborn (under 1 month)*
Child 1 month - 12 years*
Ashes
Other Charges
Headstone
Vase
Ashes plot memorial 12x12 flat to ground
Add Inscription
Temporary Memorial
Replace Headstone
Kerb Sets
Use of Chapel
Memorial Bench (supply & fit) (Plaque additional fee)
Grave planting 1 year
Memorial Plaque (Text only) & Plaque with Engraving
Mem Plaque with photograph
Copy of Deed
Transfer of Deed Ownership - BY WILL & PROBATE - appointment only
Transfer of Deed Ownership - BY ASSIGNMENT- appointment only
Transfer of Deed Ownership (OTHER) - PRODUCTION OF DEED - appointment only
Transfer of Deed Ownership (OTHER) - NO DEED - appointment only
Cemetery Searches (discretion)
Grave Selection fee
Memorial Tree planting

HORDEN 2024/25	
Resident	Non - res

£330	£1,170
£550	£1,950
£220	£780

£825	N/A
£1,100	N/A

£330	£1,170
£660	£2,340
£220	£780
£220	£780
£220	£780

Resident	Non - res
£110	£260
£90	£208
£90	£208
£70	£156
£70	£78
£28	£33
£110	£260
£110	£260
£715	RES ONLY
£60	£65
£187	£220
£275	£325
£33	£40
£33	£40
£33	£40
£85	£98
£140	163
£33	£40
£55	£65
POA	POA

HORDEN 2025/26	
Resident	Non - res

3% increase

£340	£1,205
£567	£2,009
£227	£803

£850	N/A
£1,133	N/A

£340	£1,205
£680	£2,410
£227	£803
£227	£803
£227	£803

Resident	Non - res
£113	£268
£93	£214
£93	£214
£72	£161
£72	£80
£28	£34
£113	£268
£113	£268
£736	RES ONLY
£62	£67
£193	£227
£283	£335
£34	£41
£34	£41
£34	£41
£88	£101
£144	£168
£34	£41
£57	£67
POA	POA

*Reclaim cost of interment and Exclusive Right from CFF (family do not incur a fee)

Effective from 1st APRIL 2025

HORDEN PARISH COUNCIL

Events Plan & Draft Budget 2025

1. Background

- 1.1 The Events Management Working Group has not met to consider the proposals for 2025 or the draft budget due to delays in finalising costings.
- 1.2 The draft plan for 2025 follows a similar schedule to previous years.
- 1.3 The 125th Anniversary Committee has made recommendations to discuss a potential proposal for the Pitmens Poets to be booked for the Miners Picnic. Therefore there are two options for Council to consider. The 125th Anniversary recommendations are in an earlier report on this agenda.
- 1.4 The budget is increased for 2025 due to the 125th Anniversary, therefore it has an impact on the Council's overall budget.

2. Proposed plan – attached in Appendix 1

3. Recommendation

Council is recommended to consider the draft events plan and budget for 2025 and decide which option to include in overall budget.

**Samantha Shippen,
Clerk to the Council
January 2025**

DRAFT EVENTS PLAN AND BUDGET 2025**EASTER 1.30pm – 3.30pm**

CYO Easter Crafts x 2	£100
Easter trail	£180
CYO Staffing	£350
	£630

VE DAY 80th ANNIVERSARY 8TH MAY 7.30 – 9.30PM

First Aid est	£120
PA	£100
Brass Band (Donation recommendation)	£100
Flags est	£70
(CYO Crafts x 2 and staffing)	£450
	£840

TEDDY BEARS PICNIC 20TH JULY 1PM – 4PM

Fun rides x 3	£1,400
Storytime Popples Tales	£150
Face painter x 2	£150
Teddy Mascot est	£75
Ice cream van (£50 charge)	-£50
Decorations	£100
Crazy Golf	FREE
First Aider x 2 est	£120
Bubbleshow	£150
CYO	
Trail – design, creation and set up	£180
Storytime Popples Tales	£180
Crafts x 3	£150
Staff x 5	£450
	£3055

SUMMER EVENTS**MAGIC SHOW** £185**INFLATABLE GAMES** to win prizes £312

Ball in the bucket (£36)

Archery Challenge – Wild West (£96)

Axe throwing Challenge child friendly (£80)

Balloon Blasters – bomb squad (£100)

BIG BANG SHOW AND DROP IN STAND £300**CRAZY CREATURES** £240**PUNCH AND JUDY AND BUBBLE SHOW** £300**CRAZY GOLF** FREE**£1,337****MINERS DAY PICNIC 23RD AUGUST 1PM TO 4PM**

		OPTION 1	OPTION 2 “
Stalls to win prizes (Already have prizes)	FREE	FREE	
Brass Band		£500	£500
Fancy Dress Book Token Prize		£10	£10
CYO Crafts x 3 plus staffing		£575	£575

Fun rides	£1,400	£1,400
Memorabilia stall	FREE	FREE
(Pitmen poets)(included in option 1 ONLY)	£1,800	not included
Singer (included in option 2 ONLY)	not included	£135
Ensemble '84 singing	?	?
Flag from children's logo competition	£30	£30
Ice cream Van (£50 charge)	-£50	-£50
First Aider est	£120	£120
	£4,385	£2,720

HALLOWEEN Wednesday 29th October

CYO Staff x 5 3.5hrs	£350
Spooky storytelling Popples Tales	£150
Pumpkin carving (subject to demand)	£280
Potion making	£100
Halloween Trail design creation and setup	£180
Crafts x 2	£100
Face painting	£150
	£1310

REMEMBRANCE SUNDAY 9TH NOVEMBER

Road Closure (Last year cost)	£2675
PA	£100
Bugler donation recommendation	£30
First aider	£120
Tea and coffee	£10
	£2,935

CHRISTMAS TREE LIGHTING 3RD DECEMBER

Brass Band donation recommended	£100
PA	£100
First aider est	£120
	£320

LANTERN PARADE 3RD DECEMBER 5.30pm from the Welfare Centre

CYO Workshops	£500
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TOTAL FUNDING **Miners Picnic Option 1 =£15,312 (currently included in draft budget)**
Miners Picnic Option 2 = £13,647

HORDEN PARISH COUNCIL: 2025/26 DRAFT to Council 16.1.25

Appendix 1

ADMIN - EXPENDITURE												
NOMINAL	DETAILS	2018/19 Actual	2019/20 Actual	2021/22 Actual	2022/23 Actual	2023/24 Actual	2024/25 Budget	24/25 - 6 months	Outturn	2025/26 Budget	increase	%
1101	Wages	102,531	70,765	66,096	102,079	87,779	124,898	49,882	108,632	130,377		
1102	Employers NI	10,423	6,268	6,099	9,674	7,742	10,958	4,372	9,654	18,807		
1103	Employers Pension	19,320	13,534	12,287	18,308	16,913	23,606	9,727	20,532	24,641		
1110	Room Fees	4,511	4,341	1,800	1,800	1,800	1,800	900	1,800	1,890		
1120	Misc	0	0	0	0	30	0	0	0	0		
1121	Telephone/Internet	1,146	1,075	887	1,394	1,255	1,400	520	1,260	1,400		
1122	Postage	208	333	177	194	260	350	131	270	300		
1123	Stationery	422	365	316	268	335	390	183	370	390		
1125	Insurance	13,626	12,143	12,949	14,283	10,885	12,195	14,931	10,866	11,414		
1126	Photocopier	2,097	2,188	1,431	1,118	1,220	1,200	811	1,250	1,300		
1137	Plant & Equipment	495	164	0	985	0	220	0	220	220		
1151	Bank Charges	925	898	710	1,078	622	1,072	593	1,072	1,090		
1152	IT Fees	0	0	0	0	4,902	5,500	2,850	6,858	7,060		
1159	Professional Fees	13,075	6,577	6,488	2,638	30	5,000	1,051	5,000	5,000		
	TOTAL	168,779	118,651	109,240	153,819	133,773	188,589	85,951	167,784	203,889	15,300	8.1
ADMIN - INCOME												
NOMINAL	DETAILS	2018/19 Actual	2019/20 Actual	2021/22 Actual	2022/23 Actual	2023/24 Actual	2024/25 Budget	24/25 - 6 months	Outturn	2025/26 Budget		
1176	PRECEPT	£485,861	£503,917	£521,148	£523,651	£631,309	£645,883	£322,942	£645,883	£709,966		
1189	Miscellaneous	£295	£188	£1,629	£907	£858	£780	£425	£780	£780		
1196	Bank Interest	£0	£0	£39	£7,882	£34,937	£15,000	£22,178	£48,000	£36,000		
1198	LCTRS Grant	£102,654	£96,143	£92,417	£100,250	£115,982	£96,381	£48,191	£96,381	£87,544		
1199	Kickstart Scheme	£0	£0	£0	£6,437	£0	£0	£0	£0	£0		
	TOTAL	£588,810	£600,248	£615,233	£639,127	£783,086	£758,044	£393,736	£791,044	£834,290	76246	10.1
	NET EXPENDITURE	£168,484	£118,463	£107,572	£138,593	-£18,004	£76,428	£15,157	£22,623	£79,565	3,137	4.1

ALLOTMENTS - EXPENDITURE

NOMINAL	DETAILS	2018/19 Actual	2019/20 Actual	2021/22 Actual	2022/23 Actual	2023/24 Actual	2024/25 Budget	24/25 - 6 months	Outturn	2025/26 Budget
1213	Rents (Lease of Land)	£1,435	£1,435	£1,435	£1,435	£1,435	£1,435	£0	£1,435	£1,506
1220	Miscellaneous	£29	£29	£31	£35	£39	£43	£40	£40	£43
1261	Major Schemes		£0	£0	£0	£0	£0	£0	£0	£0
	TOTAL	£1,464	£1,464	£1,466	£1,470	£1,474	£1,478	£40	£1,475	£1,549

71 4.8

ALLOTMENTS - INCOME

NOMINAL	DETAILS	2018/19 Actual	2019/20 Actual	2021/22 Actual	2022/23 Actual	2023/24 Actual	2024/25 Budget	24/25 - 6 months	Outturn	2025/26 Budget
1281	Rent	£2,101	£2,100	£2,100	£2,200	£2,300	£2,400	£2,403	£2,403	£2,523
	TOTAL	£2,101	£2,100	£2,100	£2,200	£2,300	£2,400	£2,403	£2,403	£2,523
	NET EXPENDITURE	-£637	-£636	-£634	-£730	-£826	-£922	-£2,363	-£928	-£974

123 5.1
-52 5.6

CEMETERY - EXPENDITURE										
NOMINAL	DETAILS	2018/19 Actual	2019/20 Actual	2021/22 Actual	2022/23 Actual	2023/24 Actual	2024/25 Budget	24/25 - 6 months	Outturn	2025/26 Budget
1301	Wages	£55,420	£57,841	£50,402	£73,749	£68,497	£77,975	£21,662	£58,957	£81,842
1302	Employers NI	£4,160	£4,408	£4,148	£6,303	£5,947	£6,953	£1,737	£5,268	£10,026
1303	Employers Pension	£7,037	£7,355	£4,507	£13,004	£13,418	£14,679	£4,862	£11,143	£15,468
1304	Council Tax	£0	£0	£2,589	£2,665	£5,158	£5,418	£3,233	£5,390	£5,660
1307	Clothing	£80	£282	£248	£243	£255	£375	£91	£375	£375
1311	Non-Domestic Rates	£1,392	£1,424	£1,447	£1,447	£1,519	£1,596	£1,003	£1,672	£1,756
1312	Water	£792	£1,944	£4,122	£2,205	-£342	£2,000	£425	£950	£1,500
1314	Electric	£1,343	£1,068	£1,540	£972	£841	£1,500	£574	£1,200	£1,200
1316	Cleaning	£80	£79	£11	£93	£89	£100	£33	£100	£100
1320	Miscellaneous	£0	£0	£0	£0	£796	£20	£1,974	£3,000	£20
1321	Telephone	£458	£238	£309	£294	£336	£356	£168	£343	£353
1336	Buildings	£716	£9,049	£428	£279	£99	£850	£85	£500	£500
1337	Plant & Equipment	£375	£2,933	£0	£0	£402	£500	£29	£500	£500
1338	Tools	£0	£217	£145	£224	£230	£200	-£2	£150	£200
1339	Equipment Repairs	£1,765	£1,470	£1,373	£983	£1,272	£3,500	£1,038	£3,500	£3,605
1340	Grounds Maintenance	£728	£841	£1,554	£3,125	£2,229	£3,000	£901	£3,000	£3,000
1342	Equipment Fuel	£1,614	£1,809	£758	£1,856	£1,758	£3,000	£1,191	£2,800	£3,000
1343	Vehicle Maintenance	£1,195	£916	£2,282	£3,661	£2,323	£3,500	£203	£500	£700
1344	Vehicle Fuel	£1,360	£1,796	£1,094	£1,219	£466	£500	£217	£500	£515
1345	Vehicle Tax/Insurance	£865	£785	£585	£303	£535	£680	£210	£680	£680
1346	Horticulture	£825	£1,244	£1,155	£859	£940	£1,320	-£334	£700	£1,250
1347	Health & Safety	£17	£96	£29	£16	£28	£100	£45	£100	£100
1349	Plaques	£457	£821	£1,269	£225	£640	£300	£468	£600	£500
1359	Professional Fees	£0	£0	£0	£563	£0	£637	£0	£600	£655
1361	Major Schemes	£415,925	£6,423	£10,210	£57,737	£20,371	£2,500	£5,984	£5,984	£0
1362	Cemetery Trade Waste	£1,649	£1,611	£1,643	£1,693	£1,829	£1,911	£1,883	£1,983	£2,082
1363	Cemetery Loan Repayment	£26,072	£26,072	£26,072	£26,072	£26,072	£26,073	£13,036	£26,072	£26,072
1364	Memorial Bench		£1,024	£1,586	£1,308	£0	£500	£856	£1,000	£500
	TOTAL	£524,325	£131,746	£119,506	£201,098	£155,708	£160,044	£61,572	£137,567	£162,160

2,116

1.3

CEMETERY - INCOME										
NOMINAL	DETAILS	2018/19 Actual	2019/20 Actual	2021/22 Actual	2022/23 Actual	2023/24 Actual	2024/25 Budget	24/25 - 6 months	Outturn	2025/26 Budget
1375	Cem-Asset Sale	£449	0	0	0	0	0	0	1000	0
1382	Cem - Reserved Plot	£0	0	0	0	0	0	3575	3575	0
1383	Plaques	£700	£700	£1,167	£279	£842	£360	£1,023	£1,200	£600
1384	Cemetery Fees	£36,850	£33,133	£48,583	£49,646	£60,610	£58,000	£23,644	£53,000	£54,590
1385	Contributions	£10,065	£0	£0	£0	£0	£0	£0	£0	£0
1386	Cemetery Lodge Rent	£2,125	£3,400	£0	£0	£0	£0	£0	£0	£0
1387	Insurance Claim	£0	£3,008	£0	£4,923	£0	£0	£0	£3,000	£0
1389	Miscellaneous		£154	£140	£0	£10	£0	£0	£0	£0
1390	Cemetery-Memorial Benches	£0	£1,283	£2,158	£958	£558	£500	£558	£1,000	£500
1391	Cem-Tenant Water Recharge	£0	£59	£0	£0	£0	£0	£0	£0	£0
	TOTAL	£50,189	£41,737	£52,048	£55,806	£62,020	£58,860	£28,800	£62,775	£55,690
	NET EXPENDITURE	£474,136	£90,009	£67,458	£145,292	£93,688	£101,184	£32,772	£74,792	£106,470
									-3170	-5.4
									5,286	5.2

PARKS - EXPENDITURE												
NOMINAL	DETAILS	2018/19 Actual	2019/20 Actual	2021/22 Actual	2022/23 Actual	2023/24 Actual	2024/25 Budget	24/25 - 6 months	Outturn	2025/26 Budget		
1401	Wages	£138,352	£133,949	£122,717	£108,510	£110,852	£130,382	£69,443	£146,462	£163,686		
1402	Employers NI	£8,942	£8,997	£8,914	£8,857	£7,910	£9,915	£4,709	£11,443	£19,303		
1403	Employers Pension	£19,670	£21,229	£20,320	£19,138	£18,044	£19,909	£11,428	£22,996	£30,937		
1404	Council Tax	£1,628	£1,713	£1,824	£0	£0	£0	£0	£0	£0		
1407	Clothing	£398	£581	£194	£172	£154	£390	£98	£390	£400		
1411	Non-Domestic Rates	£545	£614	£686	£686	£720	£753	£449	£825	£865		
1412	PK-Water		£346				£0	£0	£0	£0		
1413	Rents	£343	£343	£361	£410	£410	£410	£410	£410	£410		
1414	Electricity	£1,470	£1,124	£1,556	£2,125	£1,689	£2,300	£1,345	£2,700	£2,835		
1416	Cleaning	£80	£50	£22	£48	£63	£100	£0	£100	£100		
1420	Miscellaneous	£19	£15	£29	£0	£11,058	£20	£680	£680	£20		
1421	Telephone	£386	£341	£318	£294	£336	£348	£173	£348	£350		
1436	Buildings	£2,135	£1,341	£930	£1,199	£2,594	£2,000	£417	£2,000	£2,000		
1437	Plant & Equipment	£117	£0		£0	£305	£500	£0	500	£500		
1438	Tools	£140	£6	£79	£9	£0	£100	£0	£100	£100		
1439	Equipment Repairs	£823	£154	£506	£0	£416	£1,500	£202	£1,500	£1,550		
1440	Grounds Maintenance	£1,433	£2,296	£2,506	£1,373	£1,709	£2,000	£267	£2,000	£2,000		
1442	Equipment Fuel	£59	£48	£80	£0	£484	£510	£399	£560	£567		
1446	Horticulture	£1,830	£2,093	£1,256	£1,263	£1,376	£1,578	£798	£1,578	£1,625		
1447	Health & Safety	£92	£170	£261	£298	£197	£250	£16	£250	£250		
1448	Play Equipment	£45	£316	£0	£1,074	£0	£100,000	£0	£0	£100,000		
1459	Professional Fees	£325	£630	£746	£436	£356	£3,000	£376	£500	£3,000		
1460	PWLB-Loan Repayment					£0	£11,500	£0	£0	£11,500		
1461	Major Schemes	£59,972	£10,375	£19,725	£2,150	£0	£0	£0	£0	£0		
	TOTAL	£238,804	£186,731	£183,030	£148,042	£158,673	£287,464	£90,376	£195,342	£341,998	54,533	19.0

PARKS - INCOME												
NOMINAL	DETAILS	2018/19 Actual	2019/20 Actual	2021/22 Actual	2022/23 Actual	2023/24 Actual	2024/25 Budget	24/25 - 6 months	Outturn	2025/26 Budget		
1483	Ground Fees (Sland Rd)	£1,467	£1,800	£1,395	£1,731	£1,635	£1,700	£1,479	£1,636	£1,718		
1486	Sland Rd Bungalow Rent	£75	£0	£0	£3,360	£3,528	£3,528	£1,848	£3,696	£3,881		
1487	Insurance Claim	£9	£0	£0	£0	£13,688	£0	£0	£680	£0		
1489	Miscellaneous					£500		£148	£148	£0		
1490	Loan Income-Play Equip.		£0	£0	£0	£0	£100,000	£0	£0	£100,000		
	TOTAL	£1,551	£1,800	£1,395	£5,091	£19,351	£105,228	£3,475	£6,160	£105,599	371	0.4
	NET EXPENDITURE	£237,253	£184,931	£181,635	£142,951	£139,322	£182,236	£86,901	£189,182	£236,399	54,162	29.7

SOCIAL WELFARE CENTRE - EXPENDITURE

NOMINAL	DETAILS	2018/19 Actual	2019/20 Actual	2021/22 Actual	2022/23 Actual	2023/24 Actual	2024/25 Budget	24/25 - 6 months	Outturn	2025/26 Budget
1601	Wages	£48,870	£32,388	£32,924	£30,457	£30,483	£34,472	£16,027	£33,758	£36,275
1602	Employers NI	£2,721	£1,577	£1,894	£1,919	£2,046	£2,184	£1,006	£2,162	3,337
1603	Employers Pension	£6,644	£3,919	£4,742	£4,161	£4,616	£4,710	£2,308	£4,681	£6,856
1604	Council Tax	£0	£0	£0	£1,605	£1,719	£3,595	£2,157	£3,595	£3,775
1607	Clothing	£199	£133	£80	£50	£29	£60	£0	£60	£60
1611	Rates	£6,170	£6,943	£7,236	£7,236	£7,360	£7,692	£4,416	£7,360	£7,728
1612	Water	£2,260	£2,164	£1,218	£2,555	£246	£2,000	£476	£1,100	£2,000
1614	Electricity	£5,713	£4,226	£3,385	£6,271	£4,969	£7,150	£3,812	£8,000	£8,400
1615	Gas	£7,078	£6,949	£5,368	£4,628	£4,068	£6,600	£3,752	£7,500	£7,875
1616	Cleaning	£991	£875	£774	£1,023	£561	£1,050	£685	£1,050	£1,100
1620	Miscellaneous	£210	£0	£0	£0	£0	£0	£0	£0	£0
1629	Entertainment	£3,050	£0	£0	£0	£0	£0	£0	£0	£0
1632	Publicity	£189	£0	£0	£0	£0	£0	£0	£0	£0
1636	Buildings	£18,051	£3,313	£3,080	£4,613	£4,189	£11,400	£6,027	£11,400	£11,742
1637	Plant & Equipment	£719	£321	£391	£416	£365	£350	£210	£350	£350
1638	Tools	£29	£0	£22	£0	£1	£50	£0	£50	£50
1639	Equipment Repairs	£495	£0	£166	£80	£0	£200	£0	£50	£200
1647	Health & Safety	£410	£294	£338	£451	£453	£500	£142	£200	£300
1649	Catering	£407	£421	£19	£27	£24	£75	£46	£75	£75
1659	Professional Fees	£1,380	£998	£729	£1,210	£122	£1,000	£0	£1,000	£1,000
1662	Laundry Tablecloths	£60	£164	£0	£0	£0	£0	£0	£0	£0
1663	SWC Trade Waste	£1,537	£1,246	£1,243	£1,254	£1,355	£1,557	£620	£1,557	£1,635
11037	Bar Equipment	£159	£102	£0	£0	£0	£0	£0	£0	£0
11045	Bar Licences	£180	£180	£180	£180	£180	£180	£180	£180	£180
11050	Bar Supplies	£14,428	£12,764	£962	£0	£0	£0	£0	£0	£0
11051	Cellar Gases	£228	£20	£0	£0	£0	£0	£0	£0	£0
11052	Bar Stocktake		£240	£0	£0	£0	£0	£0	£0	£0
	TOTAL	£122,178	£79,237	£64,751	£68,136	£62,786	£84,825	£41,864	£84,128	£92,938

8,113

9.6

SOCIAL WELFARE CENTRE - INCOME

NOMINAL	DETAILS	2018/19 Actual	2019/20 Actual	2021/22 Actual	2022/23 Actual	2023/24 Actual	2024/25 Budget	24/25 - 6 months	Outturn	2025/26 Budget
1682	Lettings	£41,418	£25,686	£19,825	£28,815	£34,934	£34,350	£24,723	£27,430	£41,383
1686	Welfare House Rent	£3,640	£3,303	£3,240	£0	£0	£0	£0	£0	£0
1688	Catering	£251	£221	£10	£40	£49	£50	£0	£0	£0
1689	Miscellaneous	£0	£30	£0	£0	£0	£0	£130	£130	£0
1691	Tenant Water Recharge	£0	£42	£168	£0	£0	£0	£0	£0	£0
1694	Tablecloths	£154	£88	£180	£0	£0	£0	£0	£0	£0
11082	Glasshire	£18	£17	£0	£0	£0	£0	£0	£0	£0
11083	Corkage	£128	£120	£0	£0	£0	£0	£0	£0	£0
11084	Bar Takings	£27,889	£23,069	£583	£0	£0	£0	£0	£0	£0
	TOTAL	£73,498	£52,576	£24,006	£28,855	£34,983	£34,400	£24,853	£27,560	£41,383
	NET EXPENDITURE	£48,680	£26,661	£40,745	£39,281	£27,803	£50,425	£17,011	£56,568	£51,555

6,983

20.3

1,130

2.2

GENERAL PURPOSES - EXPENDITURE

NOMINAL	DETAILS	2018/19 Actual	2019/20 Actual	2021/22 Actual	2022/23 Actual	2023/24 Actual	2024/25 Budget	24/25 - 6 months	Outturn	2025/26 Budget
1710	Room Fees	£1,450	£934	£557	£841	£419	£450	£251	£600	£630
1719	Chairs Allowance	£970	£1,498	£1,148	£1,108	£1,499	£1,500	£1	£1,500	£1,500
1720	Miscellaneous	£806	£0	£41	£149	£371	£50	£0	£50	£50
1724	Subscriptions	£1,673	£1,602	£1,628	£2,717	£2,778	£3,628	£1,861	£3,628	£3,810
1725	Travel & Subsistence (M)	£140	£0	£0	£0	£0	£120	£0	£120	£120
1726	Members Allowance	£8,111	£7,558	£5,719	£6,098	£6,291	£6,863	£5,147	£5,147	£8,580
1727	Officer Travel/Subsistence	£80	£0	£59	£330	£377	£600	£0	£600	£600
1729	Conference/Training	£959	£862	£1,610	£2,092	£1,079	£5,000	£1,055	£5,000	£7,000
1732	Publicity/Advertisements	£249	£354	£800	£215	£150	£450	£400	£450	£450
1733	Events and Activities	£7,537	£10,850	£10,326	£12,459	£9,731	£11,500	£4,874	£11,500	£15,312
1757	Audit	£6,786	£5,390	£4,500	£7,000	£5,180	£5,450	£-1,680	£5,450	£5,450
1758	Election	£0	£0	£0	£0	£0	£2,000	£0	£2,000	£2,000
1759	Professional Fees	£1,657	£1,254	£2,067	£4,431	£1,190	£3,397	£2,582	£3,397	£3,397
1760	Dog Bag Purchases	£1,250	£1,500	£0	£1,500	£1,564	£1,600	£0	£1,600	£1,600
1761	Poppy Wreaths			£265	£359	£369	£185	£0	£245	£245
1762	Funded Projects	£0	£0	£2,351	£12,881	£14,215	£0	£0	£0	£0
11350	Flower & Veg Show	£0	£0	£0	£0	£0	£500	£0	£0	£500
11351	Flower & Veg Fees	£0	£0	£0	£0	£0	£350	£0	£0	£350
1862	S137	£400	£500	£100	£0	£0	£0	£0	£0	£0
1863	Other Grants	£13,559	£5,931	£3,304	£16,729	£18,950	£22,500	£5,718	£22,500	£22,500
1864	Welfare Park Grant	£73,813	£12,000	£117,420	£60,855	£53,896	£86,435	£0	£37,000	£80,503
1761	Oktoberfest		£9,565			£0	£0	£0	£0	£0
1966	External Grant Projects					£0	£0	£0	£0	£0
11264	Winter Warm Hub				£11,794	£2,063	£1,500	£0	£0	£0
	TOTAL	£119,440	£59,798	£151,895	£141,558	£120,122	£154,078	£20,209	£100,787	£154,597

519
0.3
GENERAL PURPOSES - INCOME

NOMINAL	DETAILS	2018/19 Actual	2019/20 Actual	2021/22 Actual	2022/23 Actual	2023/24 Actual	2024/25 Budget	24/25 - 6 months	Outturn	2025/26 Budget
1777	Donations	£6,557	£16,848	£26,539	£36,837	£0	£0	£0	£0	£0
1778	Events					£67	£0	£42	£67	£0
1789	Misc	£0	£1,318	£6,805	£0	£0	£0	£0	£0	£0
1790	Dog Bag Sales	£847	£955	£829	£1,290	£1,442	£1,600	£748	£1,600	£1,600
1799	Poppy Wreaths			£241	£322	£286	£185	£326	£285	£285
11377	Flower & Veg Donations			£0	£0	£0	£850	£0	£0	£850
1799	Oktoberfest		£9,488				£0	£0		£0
11277	Winter Warm Hub				£20,400		£0	£0		£0
	TOTAL	£7,404	£28,609	£34,414	£58,849	£1,795	£2,635	£1,116	£1,952	£2,735
	NET EXPENDITURE	£112,036	£31,189	£117,481	£82,709	£118,327	£151,443	£19,093	£98,835	£151,862

100
3.8
419
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CAPITAL PURCHASES -EXPENDITURE

NOMINAL	DETAILS	2018/19 Actual	2019/20 Actual	2021/22 Actual	2022/23 Actual	2023/24 Actual	2024/25 Budget	24/25 - 6 months	Outturn	2025/26 Budget
1963	Capital Purchases	£8,000	£3,250	£26,516	£50,442	£0	£55,590	£0	£55,590	£55,590
1964	Major Schemes	£37,883	£0	£6,648	£7,067	£7,700	£5,000	£0	£5,000	£5,000
	Funded Capital Work					£0	£69,000	£0	£0	£69,000
	Vehicles						£20,000	£0	£16,250	£20,000
1965	Loan Repayment-Capital work						£4,500	£0	£0	£4,500
	TOTAL	£45,883	£3,250	£33,164	£57,509	£7,700	£154,090	£0	£76,840	£154,090

0 0.0

CAPITAL PURCHASES - INCOME

NOMINAL	DETAILS	2018/19 Actual	2019/20 Actual	2021/22 Actual	2022/23 Actual	2023/24 Actual	2024/25 Budget	24/25 - 6 months	Outturn	2025/26 Budget
1975	Asset Sale	£309	£0	£258	£3,750	£417	£0	£0	£275	£0
1865	Floodlight grant income			£48,630		£0	£0	£0	£0	£0
	PWLB Loan-Capital Work					£0	£69,000		£0	£69,000
	TOTAL	£309	£0	£48,888	£3,750	£417	£69,000	£0	£275	£69,000
	NET EXPENDITURE	£45,574	£3,250	-£15,724	£53,759	£7,283	£85,090	£0	£76,565	£85,090
	TOTAL NET EXPENDITURE	£1,085,526	£453,867	£498,533	£601,855	£367,593	£645,883	£168,571	£517,638	£709,966

0 0.0

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64,083 9.9

310	TOP-UP General Reserve		65,354							
		£1,085,526	£519,221	£498,533	£601,855	£367,593	£645,883	£168,571	£517,638	£709,966

6 months outturn 25/26
Budget

Total income (incl precept)	903,952	1,030,567	454,383	892,169	1,111,220
Total Expenditure	640,236	1,030,567	300,012	763,924	1,111,220
				<u>128,245</u>	
				In year saving	

HORDEN PARISH COUNCIL

Draft Budget 2025/26

1. Background

- 1.1 Officers have reviewed the budget line by line and predicted outcome in 2024/25 prior to budget preparation for 2025/26.
- 1.2 Informal briefings have been held with councillors on two occasions in November and December 2024 with feedback used to inform the budget preparation process.
- 1.3 As expected, the LCTRS grant from Durham County Council has once again reduced, from £96,381 to £87,544 although not as much as was expected, this is still a reduction of £8,837.
- 1.4 In addition, the tax base has reduced from 1726.5 in 2024/25 to 1711.0 in 2025/26.
- 1.5 The effect of the lower LCTRS and tax base changes on the budget for 2025/26 without any change in the parish council’s income/expenditure is £14,635.54 lower than the previous year or 2.29%.
- 1.6 As Council is aware, the effect of the changes to National Insurance, due to take place in April 2025, will add £19,377 to the Council’s costs.
- 1.7 There are savings predicted in the 2024/25 outturn predominantly due to staff vacancies, increased bank interest, budget provision for loan repayments not being utilised and the lower grant to Horden Recreation Ground charity. The total expected savings are around £128k although some of this will be allocated for planned projects in place of borrowing, an amount could be utilised to ease the level of expected increase.
- 1.8 The detailed budget proposals are attached at Appendix 1 to this report.

2. Draft Budget Summary 2025/26

- 2.1 The table below provides a summary of the draft budget presented to Council.

Department	Gross		
	Expenditure	Income	Net
Admin	£203,889	£124,324	£79,565
Allotments	£1,549	£2,523	-£974
Cemetery	£162,160	£55,690	£106,470
Parks	£341,998	£105,599	£236,399
SWC	£92,938	£41,383	£51,555
General Purposes (inc. HRG Grant Donation)	£154,597	£2,735	£151,862
Capital Purchases	£154,090	£69,000	£85,090
	£1,111,220	£401,254	£709,966

- 2.2 The draft budget represents an increase of £64,083 on the 2024/25 precept or 9.92%, because of the lower tax base, the effect on the individual council tax bands is a higher percentage.
- 2.3 The Council could use some of the expected reduction in 2024/25 budget requirement to ease the impact of the increase. A number of options are presented for consideration.

3. Options for consideration

	Option 1	Option 2	Option 3
Net Budget Requirement 2025/26	£ 709,966	£ 709,966	£ 709,966
Contribution from 2024/25 outturn	£ -	£ 31,800	£ 44,700
Precept required	£ 709,966	£ 678,166	£ 665,266
Band D rate	£ 414.94	£ 396.36	£ 388.82
Band A rate	£ 276.63	£ 264.24	£ 259.21
Precept % increase	9.92	5.00	3.00
Band D increase £	£ 40.84	£ 22.26	£ 14.72
Band D increase %	10.92	5.95	3.93
Band A increase £	£ 27.23	£ 14.84	£ 9.81
Band A increase %	10.92	5.95	3.93

4. Recommendation - Council is recommended to

1. approve the budget for 2025/26 of £1,111,220 gross expenditure and £709,666 net expenditure;
2. consider the use of allocation from the 2024/25 budget to ease the overall increase for 2025/26.

**Samantha Shippen,
Clerk to the Council
January 2025**

Dear clerks,

An important DCC consultation has been launched which your councillors/council and wider community may well wish to respond to. It is the second phase of the [Consultation on updated proposals to balance the Council budget - Durham County Council](#), of which the first phase was carried out in the autumn and was seeking to identify areas to be targeted for further savings and the appetite for council tax increases.

This latest consultation is much the same theme. It follows on from last week's DCC Cabinet meeting on 4 December which considered some amended budget forecasts and proposed additional savings. Although there may well be some additional funding to DCC from central govt to be announced on 20th December, the commentary describes the continued financial impacts from the increases in Employer NI contributions and the national living wage and pressures on services including adult social care, home to school transport, capital financing costs and supporting people in temporary accommodation. The proposed total savings for 2025/26 are now £25.6 million, about £3.9 million more than previously forecast. [The attached letter from Paul Darby, DCC's Corporate Director of Resources to partners](#) describes the consultation and the four year projections in more detail. It is notable that the Govt has announced that councils such as DCC will be permitted to increase their council tax to 5% (currently 2.99%).

There are presentations about the consultations at AAP meetings this week and in mid January which you can find at [Consultation on updated proposals to balance the Council budget - Durham County Council](#) which also details the proposed additional areas in which savings are proposed and includes the link to the actual online consultation form.

Responses to the consultation can be submitted by Fri 17 Jan 2025 at 5pm. It will be considered by DCC's Cabinet on 12 Feb 2025 with a final decision on the council's budget by Full Council on 19 Feb 2025.

Kind regards
Audrey
Audrey Christie
Executive Officer (Tues to Fri)
07708327943

Contact: Paul Darby
Direct Tel: 03000 267323
email: Paul.darby@durham.gov.uk
Your ref:
Our ref:



06 December 2024

Dear Colleague

Consultation on further proposals to balance the Council budget

Firstly I would like to thank you for all your feedback as part of the recent consultation we held on the Council's Medium Term Financial Strategy. Please see here a [link](#) to the summary of the feedback we received.

On 4 December 2024 the Council's Cabinet considered a further update on its budget forecasts, the outcome of the consultation held so far and agreed a set of new additional savings proposals to help with balancing the budget.

The Council's financial position remains very challenging so the Council will today commence the second phase of the Budget Consultation for the Medium-Term Financial Strategy for the period between 2025/26 and 2028/29.

The new Government's Autumn Budget Statement has indicated that additional funding will be allocated to the Council over and above the amount of funding projected in the Cabinet Report dated 18 September and referenced in the first phase of the consultation between 20 September and 1 November 2024.

However, of more significance, the Government have announced significant increases in the costs for employer national insurance and national living wage. These changes have significantly increased our cost assumptions on a number of high-risk budget areas including adult social care, and the Council's payroll and capital financing costs. The Council have also had to increase its assumptions relating to the costs of home to school transport and the costs of supporting people who require temporary accommodation, due to escalating demand pressures in these areas.

Resources

Durham County Council, County Hall, Durham DH1 5UF
Main Telephone 03000 26 0000

Text Messaging Service 07860 093 073

The total savings required at this stage for 2025/26 to balance the budget is estimated to be £25.6 million, around £3.9 million higher than previously forecast in September 2024. Across the next four years, the total savings that will be required are estimated to be £69.788 million – around £5.7 million more than was previously forecast.

A total of £7.327 million of savings across the next four years have already been approved, of which £3.389 million can be delivered in 2025/26.

On 4 December 2024, Cabinet met and agreed proposals for further savings of £14.654 million in 2025/26 and £15.836 million across the four-year period. These additional savings will predominantly be implemented in the next financial year and are now subject to a further public consultation.

Even after the delivery of these additional savings measures, the Council is still facing a £10.960 million shortfall in 2025/26 and a shortfall of £53.952 million across the four-year period. In order to bridge this remaining gap, the Council will need to consider other options including raising Council Tax by more than the currently assumed 2.99% in 2025/26. The Government have also announced that councils will be permitted to increase their council tax by up to 5% in 2025/26. It is very likely we will need to recommend increasing council tax by the maximum permitted level of 5% to address this remaining 2025/26 shortfall of £10.960 million. Final decisions on these proposals will not be made until 19 February 2025 by Full Council.

More details of how much funding the Council will receive will be announced by 20 December 2024 as part of the Local Government Finance Settlement.

It is very important that we continue to involve key partners and the public in our decision-making process. We would be grateful if you could read the Cabinet [report](#) and submit any comments by Friday 17 January 2025.

When commenting on the budget proposals, please consider:

- If any of the proposals will have a negative impact on your organisation's priorities and workload.
- If you consider this will be the case, please let us know how these might be minimised.
- If you feel a proposed change should not go ahead, please let us know what alternatives the council could consider in order to meet its budget reduction target.
- If you consider that the proposals will have a detrimental impact on priority or characteristic groups, please let us know.

In addition to consulting with organisations such as yours, the public are being encouraged to give us their views by attending an Area Action Partnership meeting during December

2024 and January 2025, completing a survey at our libraries or Customer Access Points or on our website [here](#).

The results of the first round of consultation, which occurred between 20 September and 1 November 2024 were outlined in the Budget Updates Report on 4 December 2024. The outcomes of this second consultation focusing on the additional savings proposals of £15.836 million will be included in the Council Budget report to Cabinet on 12 February 2025, followed by a decision by Full Council on 19 February 2025.

Thank you for your consideration and should you have comments, please forward them to consultations@durham.gov.uk by **5.00pm on Friday 17 January 2025**.

Yours sincerely

A handwritten signature in black ink, appearing to read 'P. Darby', with a stylized flourish at the end.

Paul Darby
Corporate Director of Resources
Durham County Council



Ministry of Housing,
Communities &
Local Government

Open consultation

Strengthening the standards and conduct framework for local authorities in England

Published 18 December 2024

Applies to England

Contents

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6. Introducing the power of suspension with related safeguards
7. Public Sector Equality Duty

Annex A: Personal data



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This publication is available at <https://www.gov.uk/government/consultations/strengthening-the-standards-and-conduct-framework-for-local-authorities-in-england/strengthening-the-standards-and-conduct-framework-for-local-authorities-in-england>

1. Scope of this consultation

Topic of this consultation

This consultation seeks views on introducing a mandatory minimum code of conduct for local authorities in England, and measures to strengthen the standards and conduct regime in England to ensure consistency of approach amongst councils investigating serious breaches of their member codes of conduct, including the introduction of the power of suspension.

Scope of this consultation

The Ministry of Housing, Communities and Local Government (MHCLG) is consulting on introducing strengthened sanctions for local authority code of conduct breaches in England.

This includes all 'relevant authorities' as defined by Section 27(6) of the Localism Act 2011, which includes:

- a county council
- a unitary authority
- London borough councils
- a district council
- the Greater London Authority
- the London Fire and Emergency Planning Authority
- the Common Council of the City of London in its capacity as a local authority or police authority
- the Council of the Isles of Scilly
- parish councils
- a fire and rescue authority in England constituted by a scheme under section 2 of the Fire and Rescue Services Act 2004 or a scheme to which section 4 of that Act applies,
- a joint authority established by Part 4 of the Local Government Act 1985, an economic prosperity board established under section 88 of the Local Democracy, Economic Development and Construction Act 2009
- a combined authority established under section 103 of that Act,
- a combined county authority established under section 9(1) of the Levelling Up and Regeneration Act 2023
- the Broads Authority

- a National Park authority in England established under section 63 of the Environment Act 1995

It does not cover:

- police and crime commissioners
- internal drainage boards
- any other local authority not otherwise defined as a 'relevant authority' above

All references to 'members' refer to elected members, mayors, co-opted and appointed members of each of the 'relevant authorities' defined above.

Geographical scope

The questions in this consultation paper apply to all relevant local authorities in England as defined above.

They generally do not apply to authorities in Wales, Scotland or Northern Ireland, except in relation to Police and Crime Panels in Wales.

Impact assessment

We will produce a full Public Sector Equality Duty (PSED) assessment, and all necessary impact assessments, as the policy proposals develop further following this consultation.

Basic information

This is an open consultation. We particularly seek the views of individual members of the public; prospective and current elected members/representatives; all relevant local authorities defined above; and those bodies that represent the interests of local authority members/representatives at all levels.

Body responsible for the consultation

The Local Government Capacity and Improvement Division of the Ministry of Housing, Communities and Local Government is responsible for

conducting this consultation.

Duration

This consultation will last for 10 weeks from 18 December 2024.

Enquiries

For any enquiries about the consultation please contact:

LGstandardsreform@communities.gov.uk

How to respond

You can only respond to this call for evidence through our online consultation platform, Citizen Space (<https://consult.communities.gov.uk/local-government-standards-and-conduct/strengthening-the-standards-and-conduct-framework>).

2. Ministerial foreword

The government is determined to fix the foundations of local government so councils can sustainably provide decent public services and shape local places, and so elected representatives can be fully accountable to the public they serve. Doing so is critical to national renewal, our missions, and our plans to push power out of Westminster and into the hands of local people with skin in the game.

At the core of this agenda is a plan to make local government across England fit, legal, and decent – so that councils have the backing from central government to deliver the high standards and strong financial management that they strive for, without needless micromanagement of day-to-day local decision-making. This plan includes:

- fixing our broken audit system
- improving oversight and accountability
- giving councils genuine freedoms to work for, and deliver in the best interests of, their communities
- improving the standards and conduct regime

This consultation is focused on the proposed reforms to the standards and conduct regime that will contribute to making sure England is covered by effective local and strategic authorities that are well-governed, with high standards met and maintained.

It is an honour and a privilege to be elected as a member and with it comes an individual and collective responsibility to consistently demonstrate and promote the highest standards of conduct and public service.

Members take decisions affecting critical local services such as social care, education, housing, planning, licensing, and waste collection. With greater devolution, local authorities will increasingly be taking decisions to shape local transport, skills, employment support, and growth. Decisions that are the responsibility of members impact virtually every citizen's life at some level, and the electorate has a right to expect that it can trust its local elected members to uphold the highest ethical standards and act in the best interests of the communities they serve.

I strongly believe that the vast majority of local elected members maintain high standards of conduct and that they are driven by duty and service. I believe that people stand for elected office in their local communities with the best intentions to act in the interests of those communities, bringing an energy and commitment to working collaboratively, creatively, and respectfully.

Members, officers, reporters and members of public are entitled to support and participate in the local democratic process in the confidence that high standards are maintained. This government wants to celebrate the positive power of public service and, in doing so, we want to give individual authorities appropriate and proportionate means to deal with misconduct effectively and decisively when it does occur. We also want to ensure that anyone can rightly feel confident about raising an issue under the code of conduct whether it impacts them personally and/or is a code conduct breach that brings the reputation of the council into disrepute.

With approximately 120,000 councillors in England across all types and tiers of local government, we know there are rare instances of misconduct.

Robust political debate is part of our democratic system, but we know from local councils that there are examples of bullying, harassment or other misconduct, when from even a very small minority of members can have a seriously destabilising effect, potentially bringing a council into disrepute and distracting from the critical business of delivering for residents.

This government is committed to working with local and regional government to establish partnerships built on mutual respect, genuine collaboration and meaningful engagement. Our ambition is to create a rigorous standards and conduct framework that will actively contribute to ensuring that local government throughout the country is fit, legal, and decent. With this in mind, this consultation seeks your views on a range of proposals to give local leaders the tools they need to establish and maintain a strong and ethical public service and democratic culture, and the people they serve the confidence that local democracy works for them.

3. Background: Standards and Conduct framework and sanctions arrangements

The Localism Act 2011

(<http://www.legislation.gov.uk/ukpga/2011/20/part/1/chapter/7/enacted>)^[footnote 1] established the current standards and conduct framework for local authorities.

The current regime requires every local authority to adopt a code of conduct, the contents of which must as a minimum be consistent with the 7 'Nolan' principles of standards in public life

(<https://www.gov.uk/government/publications/the-7-principles-of-public-life>)

(selflessness, integrity, objectivity, accountability, openness, honesty and leadership), and set out rules on requiring members to register and disclose pecuniary and non-pecuniary interests. Beyond these requirements, it is for individual councils to set their own local code. The Local Government Association (LGA) published an updated model code of conduct and guidance (<https://www.local.gov.uk/publications/local-government-association-model-councillor-code-conduct-2020>) in 2021, which councils can choose whether to adopt or not.

Every authority must also have in place arrangements under which it can investigate allegations of breaches of its code of conduct and must consult at least one independent person before coming to decisions. These decisions are normally taken in one of two ways depending on an authority's specific arrangements. The decision can be made by full council following advice from their standards committee (or equivalent).

Alternatively, the decision can be made by the standards committee if they have been given the power to do so. Although a standards committee may contain unelected independent members and co-opted members, only principal councils' elected members may vote in a decision-making standards committee.

There is no provision in current legislation for a sanction to suspend a councillor found to have breached the code of conduct. Sanctions for member code of conduct breaches are currently limited to less robust measures than suspension, such as barring members from Cabinet, Committee, or representative roles, a requirement to issue an apology or undergo code of conduct training, or public criticism. Local authorities are also unable to withhold allowances from members who commit serious breaches of their code of conduct, and there is no explicit provision in

legislation for councils to impose premises bans or facilities withdrawals where they consider that it might be beneficial to do so.

The government considers that the current local authority standards and conduct regime is in certain key aspects ineffectual, inconsistently applied, and lacking in adequate powers to effectively sanction members found in serious breach of their codes of conduct.

4. Who we would like to hear from

Responses are invited from local authority elected members and officers from all types and tiers of authorities, and local authority sector representative organisations. We are also particularly keen to hear from those members of the public who have point of view based on their interest in accessing local democracy in their area or standing as a candidate for local government at any tier to represent their local community at some future point.

Please be assured that all responses to this consultation are anonymous, and no information will be disclosed in any future published response to the consultation, or reporting of the consultation results, that will compromise that anonymity.

Question 1

Please tick all that apply - are you responding to this consultation as:

a) an elected member – if so please indicate which local authority type(s) you serve on

- Town or Parish Council
- District or Borough Council
- Unitary Authority
- County Council
- Combined Authority / Combined County Authority
- Fire and Rescue Authority
- Police and Crime Panel
- Other local authority type - please state

b) a council officer – if so please indicate which local authority type

- Town or Parish Council
- District or Borough Council

- Unitary Authority
- County Council
- Combined Authority / Combined County Authority
- Fire and Rescue Authority
- Police and Crime Panel
- Other local authority type - please state

c) a council body – if so please indicate which local authority type

- Town or Parish Council
- District or Borough Council
- Unitary Authority
- County Council
- Combined Authority / Combined County Authority
- Fire and Rescue Authority
- Police and Crime Panel
- Other local authority type - please state

d) a member of the public

e) a local government sector body – please state

5. Strengthening the Standards and Conduct framework

a) Mandatory minimum prescribed code of conduct

The government proposes to legislate for the introduction of a mandatory minimum code of conduct which would seek to ensure a higher minimum standard of consistency in setting out the behaviours expected of elected members. The government will likely set out the mandatory code in regulations to allow flexibility to review and amend in future, this will also provide the opportunity for further consultation on the detail.

Codes of conduct play an important role in prescribing and maintaining high standards of public service, integrity, transparency, and accountability. At their best, they establish clear guidelines for behaviour and expectations that members always act ethically in the public's best interest. Currently,

there is significant variation between adopted codes, ranging from those who choose to adopt the LGA's full model code to those who simply conform with the minimum requirement of restating the Nolan principles.

A prescribed model code which covers important issues such as discrimination, bullying, and harassment, social media use, public conduct when claiming to represent the council, and use of authority resources could help to uphold consistently high standards of public service in councils across the country and convey the privileged position of public office. It could also provide clarity for the public on the consistent baseline of ethical behaviour they have a right to expect.

We would be interested in understanding whether councils consider there should be flexibility to add to the prescribed code to reflect individual authorities' circumstances. They would not be able to amend the mandatory provisions.

Question 2

Do you think the government should prescribe a mandatory minimum code of conduct for local authorities in England?

- Yes
- No
- If no, why not? [Free text box]

Question 3

If yes, do you agree there should be scope for local authorities to add to a mandatory minimum code of conduct to reflect specific local challenges?

- Yes – it is important that local authorities have flexibility to add to a prescribed code
- No – a prescribed code should be uniform across the country
- Unsure

Question 4

Do you think the government should set out a code of conduct requirement for members to cooperate with investigations into code breaches?

- Yes
- No
- Unsure

b) Standards Committees

Currently, there is no requirement for local authorities to constitute a formal standards committee. The only legal requirement is for local authorities to have in place 'arrangements' to investigate and make decisions on allegations of misconduct.

The government believes that all principal authorities should be required to convene a standards committee. Formal standards committees would support consistency in the handling of misconduct allegations, applying the same standards and procedures to all cases and providing a formal route to swiftly identify and address vexatious complainants. Furthermore, having a formal standards committee in place could support the development of expertise in handling allegations of misconduct, leading to more informed decision-making. Removing the scope for less formal and more ad hoc arrangements would also enhance transparency and demonstrate to the public that standards and conduct issues will always be dealt with in a structured and consistent way.

This section of the consultation seeks views on two specific proposals to enhance the fairness and objectivity of the standards committee process. Firstly, it considers whether standards committee membership would be required to include at least one Independent Person, as well as (where applicable^[footnote 2]) at least one co-opted member from a parish or town council. Secondly, it seeks views on whether standards committees should be chaired by the Independent Person.

Question 5

Does your local authority currently maintain a standards committee?

- Yes
- No
- Any further comments [free text box]

Question 6

Should all principal authorities be required to form a standards committee?

- Yes
- No
- Any further comments [free text box]

Question 7

In most principal authorities, code of conduct complaints are typically submitted in the first instance to the local authority Monitoring Officer to

triage, before referring a case for full investigation. Should all alleged code of conduct breaches which are referred for investigation be heard by the relevant principal authority's standards committee?

- Yes, decisions should only be heard by standards committees
- No, local authorities should have discretion to allow decisions to be taken by full council
- Unsure

Question 8

Do you agree that the Independent Person and co-opted members should be given voting rights?

- Yes – this is important for ensuring objectivity
- No – only elected members of the council in question should have voting rights
- Unsure

Question 9

Should standards committees be chaired by the Independent Person?

- Yes
- No
- Unsure

Question 10

If you have further views on ensuring fairness and objectivity and reducing incidences of vexatious complaints, please use the free text box below.

[Free text box]

c) Publishing investigation outcomes

To enhance transparency, local authorities should, subject to data protection obligations, be required to publish a summary of code of conduct allegations, and any investigations and decisions. This will be accompanied with strong mechanisms to protect victims' identity to ensure complainants are not dissuaded from coming forward for fear of being identified,

There may be a range of views on this, as publishing the outcome of an investigation that proves there is no case to answer could still be considered damaging to the reputation of the individuals concerned, or it could be considered as helpful in exposing instances of petty and vexatious complaints.

Question 11

Should local authorities be required to publish annually a list of allegations of code of conduct breaches, and any investigation outcomes?

- Yes - the public should have full access to all allegations and investigation outcomes
- No - only cases in which a member is found guilty of wrongdoing should be published
- Other views – text box

d) Requiring the completion of investigations if a member stands down

In circumstances where a member stands down during a live code of conduct investigation, councils should be required to conclude that investigation and publish the findings. The government is proposing this measure to ensure that, whilst the member in question will no longer be in office and therefore subject to any council sanction, for the purposes of accountability and transparency there will still be full record of any code of conduct breaches during their term of office.

Question 12

Should investigations into the conduct of members who stand down before a decision continue to their conclusion, and the findings be published?

- Yes
- No
- Unsure

e) Empowering individuals affected by councillor misconduct to come forward

The government appreciates that it can often be difficult for those who experience misconduct on the part of elected members, such as bullying and harassment, to feel that it is safe and worthwhile to come forward and raise their concerns. If individuals believe there is a likelihood that their complaint will not be addressed or handled appropriately, the risk is that victims will not feel empowered to come forward, meaning misconduct continues without action. We recognise that standing up to instances of misconduct takes an emotional toll, particularly in unacceptable situations where the complaints processes are protracted and do not result in meaningful action. We are committed to ensuring that those affected by misconduct are supported in the right way and feel empowered to come forward. This section seeks feedback from local authorities with experience of overseeing council complaints procedures, or sector bodies and individuals with views on how this might be carried out most effectively. We are also keen to hear from those who work, or have worked, in local government, and who have either witnessed, or been the victim of, member misconduct.

Question 13

If responding as a local authority, what is the average number of complaints against elected members that you receive over a 12-month period?

[Number box]

Question 13a

For the above, where possible, please provide a breakdown for complaints made by officers, other elected members, the public, or any other source:

- Complaints made by officers [Number box]
- Complaints made by other elected members [Number box]
- Complaints made by the public [Number box]
- Complaints made by any other source [Number box]

Question 14

If you currently work, or have worked, within a local authority, have you ever been the victim of (or witnessed) an instance of misconduct by an elected member and felt that you could not come forward? Please give reasons if you feel comfortable doing so.

- Yes

- No
- [Free text box]

Question 15

If you are an elected member, have you ever been subject to a code of conduct complaint? If so, did you feel you received appropriate support to engage with the investigation?

- Yes
- No
- [Free text box]

Question 16

If you did come forward as a victim or witness, what support did you receive, and from whom? Is there additional support you would have liked to receive?

[Free text box]

Question 17

In your view, what measures would help to ensure that people who are victims of, or witness, serious councillor misconduct feel comfortable coming forward and raising a complaint?

[Free text box]

6. Introducing the power of suspension with related safeguards

The government believes that local authorities should have the power to suspend councillors for serious code of conduct breaches for a maximum of 6 months, with the option to withhold allowances and institute premises and facilities bans where deemed appropriate. This section of the consultation explores these proposed provisions in greater detail.

While the law disqualifies certain people from being, or standing for election as, a councillor (e.g. on the grounds of bankruptcy, or receipt of a custodial sentence of 3 months or more, or it subject to the notification requirements of the Sexual Offences Act 2003 - meaning on the sex offenders register) councillors cannot currently be suspended or disqualified for breaching their code of conduct.

Feedback from the local government sector in the years since the removal of the power to suspend councillors has indicated that the current lack of meaningful sanctions means local authorities have no effective way of dealing with more serious examples of member misconduct.

The most severe sanctions currently used, such as formally censuring members, removing them from committees or representative roles, and requiring them to undergo training, may prove ineffective in the cases of more serious and disruptive misconduct. This may particularly be the case when it comes to tackling repeat offenders.

The government recognises that it is only a small minority of members who behave badly, but the misconduct of this small minority can have a disproportionately negative impact on the smooth running of councils. We also appreciate the frustration members of the public and councillors can feel both in the inability to deal decisively with cases of misconduct, and the fact that offending members can continue to draw allowances.

Question 18

Do you think local authorities should be given the power to suspend elected members for serious code of conduct breaches?

- Yes – authorities should be given the power to suspend members
- No – authorities should not be given the power to suspend members
- Unsure

Question 19

Do you think that it is appropriate for a standards committee to have the power to suspend members, or should this be the role of an independent body?

- Yes - the decision to suspend for serious code of conduct breaches should be for the standards committee
- No - a decision to suspend should be referred to an independent body
- Unsure
- [Free text box]

Question 20

Where it is deemed that suspension is an appropriate response to a code of conduct breach, should local authorities be required to nominate an alternative point of contact for constituents during their absence?

- Yes – councils should be required to ensure that constituents have an alternative point of contact during a councillor's suspension

- No – it should be for individual councils to determine their own arrangements for managing constituents' representation during a period of councillor suspension
- Unsure

a) The length of suspension

The Committee on Standards in Public Life recommended in their 2019 Local Government Ethical Standards^[footnote 3] (CSPL) report that the maximum length of suspension, without allowances, should be 6 months and the government agrees with this approach. The intent of this proposal would be that non-attendance at council meetings during a period of suspension would be disregarded for the purposes of section 85 of the Local Government Act 1972, which states that a councillor ceases to be a member of the local authority if they fail to attend council meetings for 6 consecutive months.

The government believes that suspension for the full 6 months should be reserved for only the most serious breaches of the code of conduct, and considers that there should be no minimum length of suspension to facilitate the proportionate application of this strengthened sanction.

Question 21

If the government reintroduced the power of suspension do you think there should be a maximum length of suspension?

- Yes – the government should set a maximum length of suspension of 6 months
- Yes – however the government should set a different maximum length (in months) [Number box]
- No – I do not think the government should set a maximum length of suspension
- Unsure

Question 22

If yes, how frequently do you consider councils would be likely to make use of the maximum length of suspension?

- Infrequently – likely to be applied only to the most egregious code of conduct breaches
- Frequently – likely to be applied in most cases, with some exceptions for less serious breaches

- Almost always – likely to be the default length of suspension for code of conduct breaches
- Unsure

b) Withholding allowances and premises and facilities bans

Giving councils the discretion to withhold allowances from members who have been suspended for serious code of conduct breaches in cases where they feel it is appropriate to do so could act as a further deterrent against unethical behaviour. Holding councillors financially accountable during suspensions also reflects a commitment to ethical governance, the highest standards of public service, and value for money for local residents.

Granting local authorities the power in legislation to ban suspended councillors from local authority premises and from using council equipment and facilities could be beneficial in cases of behavioural or financial misconduct, ensuring that suspended councillors do not misuse resources or continue egregious behaviour. Additionally, it would demonstrate that allegations of serious misconduct are handled appropriately, preserving trust in public service and responsible stewardship of public assets.

These measures may not always be appropriate and should not be tied to the sanction of suspension by default. The government also recognises that there may be instances in which one or both of these sanctions is appropriate but suspension is not. It is therefore proposed that both the power to withhold allowances and premises and facilities bans represent standalone sanctions in their own right.

Question 23

Should local authorities have the power to withhold allowances from suspended councillors in cases where they deem it appropriate?

- Yes – councils should have the option to withhold allowances from suspended councillors
- No – suspended councillors should continue to receive allowances
- Unsure

Question 24

Do you think it should be put beyond doubt that local authorities have the power to ban suspended councillors from council premises and to

withdraw the use of council facilities in cases where they deem it appropriate?

- Yes – premises and facilities bans are an important tool in tackling serious conduct issues
- No – suspended councillors should still be able to use council premises and facilities
- Unsure

Question 25

Do you agree that the power to withhold members' allowances and to implement premises and facilities bans should also be standalone sanctions in their own right?

- Yes
- No
- Unsure

c) Interim suspension

Some investigations into serious code of conduct breaches may be complex and take time to conclude, and there may be circumstances when the misconduct that has led to the allegation is subsequently referred to the police to investigate. In such cases, the government proposes that there should be an additional power to impose interim suspensions whilst and until a serious or complex case under investigation is resolved.

A member subject to an interim suspension would not be permitted to participate in any council business or meetings, with an option to include a premises and facilities ban.

We consider that members should continue to receive allowances whilst on interim suspension and until an investigation proves beyond doubt that a serious code of conduct breach has occurred or a criminal investigation concludes. The decision to impose an interim suspension would not represent a pre-judgement of the validity of an allegation.

We suggest that:

- Interim suspensions should initially be for up to a maximum of 3 months. After the expiry of an initial interim suspension period, the relevant council's standards committee should review the case to decide whether it is in the public interest to extend.

- As appropriate, the period of time spent on interim suspension may be deducted from the period of suspension a standards committee imposes.

Question 26

Do you think the power to suspend councillors on an interim basis pending the outcome of an investigation would be an appropriate measure?

- Yes, powers to suspend on an interim basis would be necessary
- No, interim suspension would not be necessary
- Any further comments [free text box]

Question 27

Do you agree that local authorities should have the power to impose premises and facilities bans on councillors who are suspended on an interim basis?

- Yes - the option to institute premises and facilities bans whilst serious misconduct cases are investigated is important
- No - members whose investigations are ongoing should retain access to council premises and facilities
- Unsure

Question 28

Do you think councils should be able to impose an interim suspension for any period of time they deem fit?

- Yes
- No
- Any further comments [free text box]

Question 29

Do you agree that an interim suspension should initially be for up to a maximum of 3 months, and then subject to review?

- Yes
- No
- Any further comments [free text box]

Question 30

If following a 3-month review of an interim suspension, a standards committee decided to extend, do you think there should be safeguards

to ensure a period of interim extension is not allowed to run on unchecked?

- Yes – there should be safeguards
- No – councils will know the details of individual cases and should be trusted to act responsibly

Question 30a

If you answered yes to above question, what safeguards do you think might be needed to ensure that unlimited suspension is not misused?

[Free text box]

d) Disqualification for multiple breaches and gross misconduct

When councillors repeatedly breach codes of conduct, it undermines the integrity of the council and erodes public confidence. To curb the risk of repeat offending and continued misconduct once councillors return from a suspension, the government considers that it may be beneficial to introduce disqualification for a period of 5 years for those members for whom the sanction of suspension is invoked on more than one occasion within a 5-year period.

This measure underlines the government's view that the sanction of suspension should only be used in the most serious code of conduct breaches, because in effect a decision to suspend more than once in a 5-year period would be a decision to disqualify an elected member. However, we consider this measure would enable councils to signal in the strongest terms that repeated instances of misconduct will not be tolerated and would act as a strong deterrent against the worst kind of behaviours becoming embedded.

Currently a person is disqualified if they have been convicted of any offence and have received a sentence of imprisonment (suspended or not) for a period of 3 months or more (without the option of a fine) in the 5-year period before the relevant election. Disqualification also covers sexual offences, even if they do not result in a custodial or suspended sentence.

Question 31

Do you think councillors should be disqualified if subject to suspension more than once?

- Yes – twice within a 5-year period should result in disqualification for 5 years
- Yes – but for a different length of time and/or within a different timeframe (in years) [Number boxes]
- No - the power to suspend members whenever they breach codes of conduct is sufficient
- Any other comments [free text box]

Question 32

Is there a case for immediate disqualification for gross misconduct, for example in instances of theft or physical violence impacting the safety of other members and/or officers, provided there has been an investigation of the incident and the member has had a chance to respond before a decision is made?

- Yes
- No
- Unsure
- [Free text box]

e) Appeals

The government proposes that:

- A right of appeal be introduced for any member subject to a decision to suspend them.
- Members should only be able to appeal any given decision to suspend them once.
- An appeal should be invoked within 5 working days of the notification of suspension; and
- Following receipt of a request for appeal, arrangements should be made to conduct the appeal hearing within 28 working days.

The government believes that were the sanction of suspension to be introduced (and potentially disqualification if a decision to suspend occurs a second time within a 5-year period) it would be essential for such a punitive measure to be underpinned by a fair appeals process.

A right of appeal would allow members to challenge decisions that they believe are unjust or disproportionate and provides a safeguard to ensure that the sanction of suspension is applied fairly and consistently.

We consider that it would be appropriate to either create a national body, or to vest the appeals function in an existing appropriate national body, and views on the merits of that are sought at questions 38 and 39 below. Firstly, the following questions test opinion on the principle of providing a mechanism for appeal.

Question 33

Should members have the right to appeal a decision to suspend them?

- Yes - it is right that any member issued with a sanction of suspension can appeal the decision
- No – a council's decision following consideration of an investigation should be final
- Unsure

Question 34

Should suspended members have to make their appeal within a set timeframe?

- Yes – within 5 days of the decision is appropriate to ensure an efficient process
- Yes – but within a different length of time (in days) [Number box]
- No – there should be no time limit for appealing a decision

The government is also keen to explore if a right of appeal should be provided, either in relation to whether a complaint proceeds to full investigation and consideration by the standards committee, or where a claimant is dissatisfied with the determination of the standards committee.

Question 35

Do you consider that a complainant should have a right of appeal when a decision is taken not to investigate their complaint?

- Yes
- No
- Unsure

Question 36

Do you consider that a complainant should have a right of appeal when an allegation of misconduct is not upheld?

- Yes
- No

- Unsure

Question 37

If you answered yes to either of the previous two questions, please use the free text box below to share views on what you think is the most suitable route of appeal for either or both situations.

[Free text box]

f) Potential for a national appeals body

There is a need to consider whether appeals panels should be in-house within local authorities, or whether it is right that this responsibility sits with an independent national body. Whereas an in-house appeals process would potentially enable quicker resolutions by virtue of a smaller caseload, empowering a national body to oversee appeals from suspended members and complainants could reinforce transparency and impartiality and help to ensure consistency of decision-making throughout England, setting precedents for the types of cases that are heard.

Question 38

Do you think there is a need for an external national body to hear appeals?

- Yes – an external appeals body would help to uphold impartiality
- No – appeals cases should be heard by an internal panel
- Any further comments [free text box]

Question 39

If you think there is a need for an external national appeals body, do you think it should:

- Be limited to hearing elected member appeals
- Be limited to hearing claimant appeals
- Both of the above should be in scope
- Please explain your answer [free text box]

7. Public Sector Equality Duty

Question 40

In your view, would the proposed reforms to the local government standards and conduct framework particularly benefit or disadvantage individuals with protected characteristics, for example those with disabilities or caring responsibilities?

Please tick an option below:

- it would benefit individuals with protected characteristics
- it would disadvantage individuals with protected characteristics
- neither

Please use the text box below to make any further comment on this question.

[Free text box]

Annex A: Personal data

The following is to explain your rights and give you the information you are entitled to under the Data Protection Act 2018. Note that this section only refers to your personal data (your name address and anything that could be used to identify you personally) not the content of your response to the consultation.

1. The identity of the data controller and contact details of our Data Protection Officer

The Ministry of Housing, Communities and Local Government (MHCLG) is the data controller. The Data Protection Officer can be contacted at dataprotection@communities.gov.uk.

2. Why we are collecting your personal data

Your personal data is being collected as an essential part of the consultation process, so that we can contact you regarding your response and for statistical purposes. We may also use it to contact you about related matters.

3. Our legal basis for processing your personal data

The Data Protection Act 2018 states that, as a government department, MHCLG may process personal data as necessary for the effective performance of a task carried out in the public interest. i.e. a consultation.

4. With whom we will be sharing your personal data

We use a third-party platform, Citizen Space, to collect consultation responses. In the first instance, your personal data will be stored on their secure UK-based servers.

5. For how long we will keep your personal data, or criteria used to determine the retention period.

Your personal data will be held for 2 years from the closure of the consultation.

6. Your rights, e.g. access, rectification, erasure

The data we are collecting is your personal data, and you have considerable say over what happens to it. You have the right:

- a) to see what data we have about you
- b) to ask us to stop using your data, but keep it on record
- c) to ask to have all or some of your data deleted or corrected
- d) to lodge a complaint with the independent Information Commissioner (ICO) if you think we are not handling your data fairly or in accordance with

the law. You can contact the ICO at <https://ico.org.uk/> (<https://ico.org.uk/>), or telephone 0303 123 1113.

7. Your personal data will not be sent overseas

8. Your personal data will not be used for any automated decision making

9. Your personal data will be stored on a secure government IT system

Your data will be transferred to our secure government IT system as soon as possible after the consultation has closed, and it will be stored there for the standard 2 years of retention before it is deleted.

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1. [Localism Act 2011 \(legislation.gov.uk\)](https://www.legislation.gov.uk/ukpga/2011/20/part/1/chapter/7)
(<https://www.legislation.gov.uk/ukpga/2011/20/part/1/chapter/7>)
 2. Only around 36% of the population of England is covered by a parish or town council.
 3. [Local government ethical standards: report - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/local-government-ethical-standards-report)
(<https://www.gov.uk/government/publications/local-government-ethical-standards-report>)

