

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

31 January 2025

Dear Member

You are hereby summoned to attend the Meeting of Horden Parish Council (meeting in their capacity as the Trustee of Horden Recreation Ground) to be held in Horden Social Welfare Centre, Seventh Street, Horden on Thursday 6th February 2025 immediately following the Meeting of Horden Parish Council for the purposes of transacting the following business:

HORDEN RECREATION GROUND
ORDER OF BUSINESS
Meeting to be held 6 February 2025

- 1 **Apologies for Absence** – to consider for approval.
- 2 **Declarations of Interest in items on the agenda.**
- 3 **Minutes of the Meeting held 16th January 2025 (enclosed)** – to consider for approval.
- 4 **Public Participation** – to receive any representations or questions from the public in accordance with standing orders 3 e-g. ***Members of the Public are invited to address the Committee on matters relating to the agenda for up to 3 minutes per person during a period not exceeding 20 minutes.***
- 5 **Register of Delegated Decisions (enclosed)** – to note there are no decisions since the last report.
- 6 **Damage and Incident Reports(s)** –to consider report.
- 7 **Horden Recreation Ground Financial:**
 - a) **Bank Balance as at 31/12/2024** – to note the information.
 - b) **Finance Report (enclosed)** – to consider Income, Expenditure and Variance Reports to 31/12/2024.
 - c) **Invoices for endorsement for payment (enclosed)** – to approve payment.



Samantha Shippen
Clerk to the Council
31st January 2025

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

HORDEN RECREATION GROUND COMMITTEE
Minutes of Meeting held 16 January 2025

Present: Councillor D Tait (Chair)
 Councillors R Bagnall, T Baldasera, C Cain, B Gash, E Laing, F Leadbitter, W Morrow, C Robson,
 W Smith, A Turner, J Ward, F Winrow, and P Wood.

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

HRG **Apologies for Absence.**
24/25/088 **RESOLVED:** Apologies **APPROVED** for Councillor L Williams.

HRG **Declarations of Interest in items on the agenda.**
24/25/089 Councillor C Cain declared an interest in Agenda Item 8 in respect of football and bowling fees.

HRG **Minutes of Meetings held 5th December 2024.**
24/25/090 **RESOLVED:** The Minutes be confirmed as a true record and signed by the Chair.

HRG **Public Participation.**
24/25/091 No members of the public were present.

HRG **Register of Delegated Decisions.**
24/25/092 **RESOLVED:** Trustee **NOTED** no decisions to report.

HRG **Damage and Incident Report(s).**
24/25/093 **RESOLVED:** Trustee **NOTED** the report.

Recreation Ground Financial:

HRG a) **Bank Balance as at 31/10/2024.**
24/25/094 **RESOLVED:** Trustee **APPROVE** the bank balance of £24,844.76

HRG b) **Finance Report to 31/11/2024.**
24/25/095 **RESOLVED:** Trustee **APPROVE** the Income, Expenditure and Variances Report to 30
 November 2024

HRG c) **Invoices for endorsement for Payment.**
24/25/096 **RESOLVED:** Trustee **APPROVE** payment of the schedule of invoices totalling £8,497.35.

2025/26 Budget Setting.

HRG a) **2025/26 Fees.**
24/25/097 **RESOLVED:** Trustee **APPROVE** the 2025/26 fees.

HRG b) **2025/26 Budget.**
24/25/098 **RESOLVED:** Trustee **APPROVE** the 2025/26 budget.

The Meeting concluded at 7:05pm

Horden Recreation Ground Invoices for Payment - December 2024

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Pay Ref:
Banner	07.01.25	Bleach & Toilet Roll	£47.93	100521
Fleet (Line Markers) Ltd	10.01.25	10l Fort White Linemarker Paint	£767.23	100522
Horden Parish Council	03.12.24	Kangoo Service and MOT Recharge	£334.82	Paid By Trf 11.12.24
Horden Parish Council	03.12.24	Insurance Recharge	£4,065.00	Paid By Trf 11.12.24
P Hutchinson & Sons	02.01.25	Green Waste Disposal x 5	£132.00	100523
Pat Lavery Limited	18.12.24	4 x Tyres - Kangoo	£264.00	100524
MKM BS (Peterlee) Ltd	16.12.24	Tarmac	£68.18	100525
Geo Robinson & Son	30.11.24	Batteries, Silicone, Duct Tape, Cable Ties & Insulation Tape	£30.60	100526
Select Telecom Limited	30.11.24	Fibre Broadband - December	£47.40	D/D
Select Telecom Limited	31.12.24	Fibre Broadband - January	£47.40	D/D
SSE	09.12.24	Welfare Ground Electricity 01/11/2024-30/11/2024 (Fully Recharged to HCWFC)	£457.42	D/D
SSE	14.12.24	Cricket Pavilion Electricity 01/11/2024 - 01/12/2024	£25.97	D/D
SSE	18.12.24	Welfare Park Electricity 02/09/2024 - 01/12/2024	£225.57	D/D
SSE	18.12.24	Works Building Electricity 02/09/2024 - 01/12/2024 (recharged £276.42 to Heritage Tearooms)	£502.16	D/D
SSE	09.01.25	Welfare Ground Electricity 01/12/2024-31/12/2024 (Fully Recharged to HCWFC)	£519.75	D/D
SSE	14.01.25	Welfare Park Electricity 02/12/2024 - 02/01/2025	£86.17	D/D
SSE	14.01.25	Works Building Electricity 02/12/2024 - 02/01/2025 (recharged £77.23 to Heritage Tearooms)	£157.55	D/D
Veolia	31.12.24	Trade Waste - December	£228.38	D/D
Wex	16.12.24	Equipment Fuel	£84.13	D/D
Wex	06.01.25	Monthly Card Fee	£6.00	D/D
OTHER PAYMENTS				
Wave	13.11.24	Welfare Park Water 13/08/2024 - 12/11/2024 (£129.00 per month Direct Debit)	£329.06	D/D
Wave	13.12.24	Cricket Pavilion Water 13/09/2024 - 12/12/2024 (£24.00 pcm)	£70.63	D/D
		Horden Recreation Ground DECEMBER 2024 TOTAL	£8,497.35	

HORDEN PARISH COUNCIL

DAMAGE/INCIDENT REPORT FORM

Date and time of Damage/Incident:	Noticed Friday 24-1-25 4:35pm Approx
Location:	W. Park house
Damage Found (please give as much detail as possible)	Storm damage - Ridge tiles one come off and spars 3 loose

Completed by: Ally Date: 27-1-25

Police Notified: YES NO Officer dealing:

Time Police notified:

Remedial Action Taken:

Put sign on door warning of loose tiles - cone path off

OFFICE USE:

Has available CCTV been checked: YES / NO

Is this an Insurance Claim: YES / NO costed & below insurance excess

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. Jackson Date: 27/01/25

Date received by Parish Council Office: 27/01/25

Date:13/01/2025

Horde Recreation Charity Current Year

Page 1

Time:13:04

Bank Reconciliation Statement as at 31/12/2024
for Cashbook 1 - Current Bank A/c

User: CJ

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HORDEN RECREATION GROUND	31/12/2024	178	19,849.18
			<u>19,849.18</u>
<u>Unpresented Payments (Minus)</u>			<u>Amount</u>
07/11/2024 100512	HORN'S GARDEN CENTRE		82.93
05/12/2024 100518	GEO ROBINSON		27.46
17/12/2024 100520	HORDEN COMMUNITY WELFARE FC		63.00
			<u>173.39</u>
			19,675.79
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			19,675.79
		Balance per Cash Book is :-	19,675.79
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

HORDEN RECREATION GROUND FINANCE REPORT

This report details accounts as at 31 December 2024 – accounts on a straight line we should be around 75%.

EXPENDITURE

Account	Page	£ Spend/ £ Budget	Explanation	Comment	Reported to Trustee
4120 – Water	1	2,924/3,160	Will balance with Water re-charge		11/07/24
4160 – Insurance	1	4,065/4,065	Fully recharged		06/02/25
4170 – Cleaning	1	254/300	Cleaning materials bought upfront		03/10/24
4230 – Trade Waste	1	2,106/2,700	Green waste collection at beginning of year		11/07/24
4260 – Equipment Repairs	1	4,511/4,500	Purchase of Cylinder Mower		05/12/24
4270 – Grounds Maintenance	1	10,029/10,000	Tree works, Mower repair, drain maintenance and Wetting agents		06/06/24
4330 – Capital Purchase	1	5,000/5,000	Purchase of Cylinder Mower		05/12/24

INCOME

Account	Page	£ Receipt/ £ Budget	Explanation	Comment	Reported to Trustee
1120 – Big Foot Studio	1	525/525	Annual rent received		05/09/24
1130 – Cricket Social Club Rent	1	701/667	Annual rent received		05/09/24
1150 – Ambulance House Rent	1	421/420	Annual rent received		05/09/24
1160 – Bowls Ground Income	1	840/840	Annual rent received		05/09/24
1170 – Cricket Ground Income	1	1,987/2,086	Annual rent received		05/09/24
1180 – Welfare Ground Rent	1	4,416/4,416	Rent received		05/09/24
1220 – Water Recharge	1	1,186/650	Meter readings taken regularly and recharged appropriately		06/06/24
1270 – Income Wayleaves	1	93/103	First payment received		06/06/24

Detailed Receipts & Payments by Budget Heading 31/12/2024

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>100</u> <u>Income</u>						
1120 BIG FOOT STUDIO RENT	525	525	0			100.0%
1130 Cricket Social Club Rent	701	667	(34)			105.1%
1150 Income-Ambulance House Rent	421	420	(1)			100.2%
1160 Bowls Ground Income	840	840	0			100.0%
1170 Cricket Ground Income	1,987	2,086	99			95.3%
1180 Welfare Ground Income	4,416	4,416	0			100.0%
1190 Other Ground Fees	2,524	4,725	2,202			53.4%
1210 Electricity Recharge	4,362	7,200	2,838			60.6%
1220 Water Recharge	1,292	650	(642)			198.7%
1270 Income-Wayleaves	93	108	15			86.5%
1300 Miscellaneous	40	0	(40)			0.0%
1400 Income-Parish Council Grant	0	86,435	86,435			0.0%
1401 Asset Sale Income	1,645	0	(1,645)			0.0%
1404 Income - Loan	0	120,000	120,000			0.0%
Income :- Receipts	18,846	228,072	209,226			8.3%
Net Receipts	18,846	228,072	209,226			
<u>200</u> <u>Expenditure</u>						
4070 Professional Fees	636	8,000	7,364		7,364	8.0%
4120 Water	2,924	3,160	236		236	92.5%
4130 Electricity	6,085	12,927	6,842		6,842	47.1%
4150 Telephone/Fax	356	500	145		145	71.1%
4160 Insurance	4,065	4,065	0		0	100.0%
4170 Cleaning	254	300	46		46	84.6%
4180 Clothing	312	450	138		138	69.2%
4200 Buildings	1,036	30,000	28,964		28,964	3.5%
4210 Plant and Equipment	580	2,500	1,920		1,920	23.2%
4220 Play Equipment	58	1,000	942		942	5.8%
4230 Trade Waste	2,106	2,700	594		594	78.0%
4250 Tools	0	300	300		300	0.0%
4260 Equipment Repairs	4,511	4,500	(11)		(11)	100.2%
4270 Grounds Maintenance	10,269	10,000	(269)		(269)	102.7%
4290 Equipment Fuel	2,630	4,300	1,670		1,670	61.2%
4300 Vehicle Maintenance	305	3,500	3,195		3,195	8.7%
4310 Horticulture	1,595	4,050	2,455		2,455	39.4%
4320 Health and Safety	194	1,000	806		806	19.4%
4330 CAPITAL PURCHASE	5,000	5,000	0		0	100.0%
4340 Loan Repayment-South Terr Wall	0	4,800	4,800		4,800	0.0%
4350 Major Schemes Expenditure	0	5,000	5,000		5,000	0.0%

Detailed Receipts & Payments by Budget Heading 31/12/2024

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4500 Miscellaneous Expenditure	0	20	20		20	0.0%
4650 Funded Capital Projects	0	120,000	120,000		120,000	0.0%
Expenditure :- Indirect Payments	42,914	228,072	185,158	0	185,158	18.8%
Net Payments	(42,914)	(228,072)	(185,158)			
<u>999 VAT Data</u>						
115 VAT on Receipts	5,414	0	(5,414)			0.0%
VAT Data :- Receipts	5,414	0	(5,414)			
515 VAT on Payments	5,968	0	(5,968)		(5,968)	0.0%
VAT Data :- Indirect Payments	5,968	0	(5,968)	0	(5,968)	
Net Receipts over Payments	(554)	0	554			
Grand Totals:- Receipts	24,260	228,072	203,812			10.6%
Payments	48,883	228,072	179,189	0	179,189	21.4%
Net Receipts over Payments	(24,622)	0	24,622			
Movement to/(from) Gen Reserve	(24,622)	0	24,622			

Horden Recreation Ground Invoices for Payment - January 2025

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Pay Ref:
SSE	25.01.25	Cricket Pavilion Electricity 02/12/2024 - 02/01/2025	£26.81	D/D
Steadfast Security Systems	20.01.25	Annual CCTV Service	£840.00	
TJ's Heating & Home Improvements	20.01.25	Boiler Repair - Park House	£261.00	
OTHER PAYMENTS				
Wave	13.01.25	Water - Horden Heritage Centre 13/10/2024-12/01/2025 (full recharge to Heritage Tearooms)	£109.42	D/D
Wave	20.01.25	Water - Football Grandstand 13/10/2024-12/01/2025 (Recharged £442.26 HCWFC & £120.10 Bigfoot)	£560.44	D/D
		Horden Recreation Ground JANUARY 2025 TOTAL	£1,797.67	