

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

27 June 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 3<sup>rd</sup> July 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 3 July 2025**

- 1 **Apologies for Absence** – to consider for approval.
- 2 **Declarations of Interest in items on the agenda.**
- 3 **Minutes of the Meeting held 5<sup>th</sup> June 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 the decision since the last report.
- 6 **Damage and Incident Reports(s)** –to consider report.
- 7 **Outdoor Team Manager Report** – to consider the report.
- 8 **South Terrace Wall Update** – to consider any verbal update following commencement of contract.
- 9 **Invoices for endorsement for payment (enclosed)** – to approve payment.
- 10 **HCWFC Correspondence:**
  - a) **Period of Occupancy** – to consider request.
  - b) **PA System** – to consider request.
  - c) **Junior Academy Use of Pitches** – to consider request.
- 11 **HCWFC Update on Covered Standing Area** – request of Councillor F Leadbitter.
- 12 **Creative Youth Opportunities** – to consider request.
- 13 **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.
- 14 **Big Foot Studios** – to consider report.



Samantha Shippen  
Clerk to the Council  
27<sup>th</sup> June 2025

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

**HORDEN RECREATION GROUND COMMITTEE**  
**Minutes of Meeting held 5 June 2025**

- Present:** Councillor F Winrow (Chairman)  
 Councillors C Armstrong, R Bagnall, D Bellingham, C Cain, F Leadbitter, C Robson, D Tait, T Usher, J Ward and G Wetherell.
- Staff:** Mrs S Shippen (Clerk to the Council), Mr C Jackson (Deputy Clerk).
- HRG 25/26/014** **Apologies for Absence.**  
**RESOLVED:** Apologies **APPROVED** for T Baldersera, E Laing and L Williams.
- HRG 25/26/015** **Declarations of Interest in items on the agenda.**  
 No declarations of interest were made.
- HRG 25/26/016** **Minutes of Meetings held 15th May 2025.**  
**RESOLVED:** The Minutes be confirmed as a true record and signed by the Chairman.
- HRG 25/26/017** **Public Participation.**  
 No members of the public were present.
- HRG 25/26/018** **Register of Delegated Decisions.**  
 No delegated decisions were made.
- HRG 25/26/019** **Damage and Incident Report.**  
 No Damage and Incidents reports to consider.
- HRG 25/26/020** **Outdoor Team Manager Report.**  
**RESOLVED:** Trustee **NOTE** the report.
- HRG 25/26/021** **South Terrace Wall update.**  
**RESOLVED:** Trustee **NOTE** the report and the starting date of 30<sup>th</sup> June 2025. The Trustee was consulted on the type of sign and warding for the South Terrace entrance. **RESOLVED:** Subject to cost a stone sign is preferred with the wording 'Horden Welfare Park - 3<sup>rd</sup> August 1929'.
- HRG 25/26/022** **Trustee Report 2024/25.**  
 a) **Internal Audit Report**  
**RESOLVED:** Trustee **APPROVE** the report.
- HRG 25/26/023** b) **Accounting Statement**  
**RESOLVED:** Trustee **APPROVE** the report.
- HRG 25/26/024** c) **Trustee Report**  
**RESOLVED:** Trustee **APPROVE** the report and signed by the Chairman.
- HRG 25/26/025** **Invoices for endorsement for payment.**  
**RESOLVED:** Trustee **APPROVE** payment of the schedule of invoices totalling £2,214.93

*The Meeting concluded at 7:40pm*

**Horden Recreation Ground Invoices for Payment - May 2025**

<b>SUPPLIER</b>	<b>DATE</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>	<b>Pay Ref:</b>
Aitkens Sportsturf Limited	07.05.25	Grass Seed and Grinding Paste	£457.80	100550
Amazon	22.05.25	Nelson Rain Train Travelling Sprinkler	£112.31	100551
Horden Parish Council	22.05.25	Recharge South Terrace Wall Planning Application Fee and Service Charge	£383.00	TRF 29.5.25
Screwfix Direct Limited	21.05.25	Safety Trainers - AR, Ear Defenders x 3 & Face Shields x 2	£69.16	100552
Shorts Turf Machinery	27.05.25	Cassette Reel for Dennis FT510	£350.00	100553
Veolia	31.05.25	Trade Waste - May	£312.48	D/D
Wex	02.06.25	Equipment Fuel and Monthly Card Fee	£111.05	D/D
<b>OTHER PAYMENTS</b>				
Wave	29.05.25	Welfare Park Water 13/02/2025 - 12/05/2025 (£129.00 per month Direct Debit)	£419.13	D/D
		<b>Horden Recreation Ground MAY 2025 TOTAL</b>	<b>£2,214.93</b>	

**Horden Recreation Ground Committee - Register of delegated decisions**

In accordance with the Openness of Local Government Regulations 2014 s7

<https://www.legislation.gov.uk/uksi/2014/2095/regulation/7/made> , a record of certain decisions taken by officers of the Council under delegated authority

**2025/26**

<b><u>Date</u></b>	<b><u>Details</u></b>	<b><u>Alternative options (if any)</u></b>	<b><u>Details of consultees (if any)</u></b>	<b><u>Reported to Trustee</u></b>
09/06/2025	HCWFC requested to defer payment for the ladies' football team and arrange a payment plan.	none	none	

# HORDEN PARISH COUNCIL

## DAMAGE/INCIDENT REPORT FORM

Date and time of Damage/Incident: 4/6/25 8:05pm.
Location: Welfare park - Large play area - <del>the</del> "rope climb"
Damage Found (please give as much detail as possible)
Two main ropes cut on multiplex area, near bottom noticed while litter picking.
<u>* Cut or Snapped.</u>

Completed by: Melley Barker Date: 5/6/25

Police Notified: YES / NO Officer dealing:

Time Police notified:

Remedial Action Taken:

### 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:

Date:

Date received by Parish Council Office: 09/06/25

## **Outdoor Team Manager Report**

### **1. Background**

This monthly report is to provide the council with a program of works which were carried out in the Welfare Park, over the period of Thursday 20<sup>th</sup> May 2025 to 26<sup>th</sup> June 2025

### **2. Welfare Park Update**

#### **2.1 Football Field**

- The germination sheets have been taken off, revealing successful germination in the goal mouths and other areas
- A selective weed-killer has been applied to remove weeds from the turf
- A lot of irrigation has to be done on the pitch, due to the dry weather

#### **2.2 Bowling Greens**

- Both greens are cut when required
- Weed-Killer applied to areas surrounding the greens
- Flower beds around the greens have been planted up and watered in
- Grassed areas around the bowling pavilion are cut and strimmed to keep them looking tidy

#### **2.3 Cricket Field**

- The cricket field is cut twice per week, in different directions
- Wickets are prepared for all of the 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> teams
- Practice wickets managed by regular cutting to 6mm in height and then wetting the wicket, then rolled until dry. This needs to be done over a two-week period for a new wicket, to provide a good and safe surface to play on
- The surrounding grassed areas of the field have been cut and strimmed every week.
- The cricket wicket and boundaries are marked out every week for the games
- Cricket square (area which the games are played on) have been fertilised to aid recovery of the surface after the games

#### **2.4 Number 2 training pitch**

- The training pitch is cut and marked out every week
- Regular litter picking programme

#### **2.5 Park Shrub Bed and other grassed areas:**

- All grassed areas in the park are cut and strimmed every week
- Weed-killer applied to all areas around the footpaths and shrub beds
- Flower beds were prepared by rotavating and fertilising
- Summer bedding scheme planted out
- We have a regular program of watering in dry conditions

\*note on this year's summer bedding plants: I found that the plants had been grown in containers, which were too small and resulted in them drying out too quickly. When we received them, they were pot bound and therefore took some time to establish. The very warm and sunny spring did not help by bringing the plants on too early. In future I have asked for some of the plants to be grown in normal size containers, which is 9cm pot.

### **Recommendation:**

The Council is recommended to note this report.

**Horden Recreation Ground Invoices for Payment - June 2025**

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Pay Ref:
Durham County Council	18.06.25	Re-grind Cylinder on Dennis Mower	£71.69	
Rickerby Limited	09.06.25	Dennis Blades & Screws and Grinding Paste	£284.47	
Select Telecom Limited	31.05.25 RCVD 13.06.25	Fibre Broadband - June 2025	£47.40	D/D
Shoreline Fire Limited	16.06.25	Bi-Annual Service Fire Alarm System/Emergency Lights - Grandstand	£144.00	
Shoreline Fire Limited	16.06.25	Bi-Annual Service Fire Alarm System &Emergency Lights - Tearoom	£144.00	
SSE	07.06.25	Welfare Ground Electricity 01/05/2025-31/05/2025 (£234.10 Recharged to HCWFC)	£365.59	D/D
SSE	13.06.25	Welfare Park Electricity 01/05/2025 - 31/05/2025	£84.66	D/D
SSE	13.06.25	Floodlight (No2) 01/05/2025 - 31/05/2025	£31.49	D/D
SSE	13.06.25	Cricket Pavilion Electricity 01/05/2025 - 31/05/2025 (fully recharged to Cricket Club Team)	£42.26	D/D
SSE	13.06.25	Works Building Electricity 01/05/2025 - 31/05/2025 (recharged £129.87 to Heritage Tearooms)	£229.22	D/D
Wex	16.06.25	Equipment Fuel	£102.59	D/D
Wex	23.06.25	Equipment Fuel	£105.14	D/D
<b>OTHER PAYMENTS</b>				
Wave	17.06.25	Cricket Pavilion Water 13/03/2025 - 12/06/2025 (£30.00 pcm)	£308.01	D/D
		<b>Horden Recreation Ground JUNE 2025 TOTAL</b>	<b>£1,960.52</b>	

**From:** Ryan Cuthbert

**Sent:** 23 June 2025 13:03

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

**Cc:** Deputy - Horden Parish Council <deputy@horden-pc.gov.uk>; Francis Winrow <Francis.Winrow@horden-pc.gov.uk>;

**Subject:** HCWFC Period of Occupancy

Afternoon Sam,

Further to your meeting with Chris this morning.

The football club would like to look into the possibility of amending the dates of the ten month period of occupancy at the Welfare Park ground.

Currently the agreement is from the third Saturday of July until the second Saturday of May.

We would like these dates amending to the first day of July to the last day of April.

If the commencement date was the first day of July it would allow us enough time to prepare for the new season with any tidying up or general maintenance that needed doing and also allow us to host pre season friendlies on the main pitch (if the groundsman approves).

The handing back of the keys on the last day of April wouldn't be an issue as our season will have finished before then.

I look forward to hearing from you.

Regards

Ryan

Horden CW Secretary



**From:** Ryan Cuthbert  
**Sent:** 23 June 2025 12:37  
**To:** Clerk - Horden Parish Council <clerk@horden-pc.gov.uk>  
**Cc:** Deputy - Horden Parish Council <deputy@horden-pc.gov.uk>; Francis Winrow <Francis.Winrow@horden-pc.gov.uk>;  
**Subject:** PA System

Good afternoon Sam,

Further to your meeting with Chris this morning.

The football club contacted the Football Foundation in late April asking them to confirm what improvements to the ground were needed for us to meet the required grade for Step 5.

The Football Foundation responded in early June to advise the ground is well placed to achieve Step 5 accreditation status with only two items needing to be addressed.

These items were covered accomodation for 200 persons of which 100 must be seating and a PA system.

We contacted one of our sponsors a company called Power & Electrical Services asking if they could provide us with a quote to install a PA system, which they now have. I have provided a link to their website in the event you needed to contact them.

<https://powerandelectricalservices.co.uk/>

The purpose of my email is to seek permission from HPC to have the PA system installed. The PA system will have two speakers and will be used for any public service announcements to the crowd, to read the two team sheets out and to play music prior to kick off and at half time to enhance the spectators match day experience.

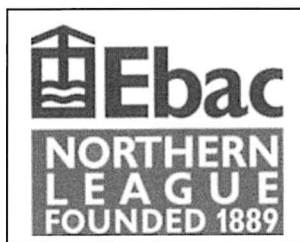
I look forward to hearing from you.

Regards

Ryan

Horden CW Secretary

## HORDEN COMMUNITY WELFARE FOOTBALL CLUB



**Chairperson: Christopher Cain**

4 Hudson Avenue,  
Horden, Peterlee,  
Co Durham,  
SR8 4LQ

E-mail: [cain-christopher@sky.com](mailto:cain-christopher@sky.com)

Mobile: 07931463449

**Secretary and Treasurer: Ryan Cuthbert**

E-mail: [rpcuthbert74@gmail.com](mailto:rpcuthbert74@gmail.com)

Mobile: 07725997106

**Trustee and Head of Junior Academy:**

**Ian Stamp**

E-mail: [ianstamp@rocketmail.com](mailto:ianstamp@rocketmail.com)

Mobile: 07526441414

16 June 2025

### HORDEN COMMUNITY WELFARE FOOTBALL CLUB JUNIOR ACADEMY

(Training Field No.2 : 9v9 and 7v7 and 3v3 football pitches)

Horden Community Welfare Football Club Junior Academy continues to grow and develop, and it is anticipated at the start of the 2025/26 football season in late August, early September 2025 we will have at least 14 junior academy teams with a membership of over 140+ school aged children.

The football club and Junior Academy are in the heart of our village and it would be a great community asset if local teams could play their competitive fixtures, host friendlies as well as training in their own community rather than travelling to neighbouring areas. The training field is the only suitable place in Horden with an enclosed area and complies with our children's safeguarding and welfare policy. This is the main reason why we train throughout April to end of September each year on the training field.

We are therefore, seeking permission and with your approval for the use of the training field to be used to host several of our Junior Academy teams competitive fixtures on a Saturday and / or a Sunday morning, as well as utilizing the training field every Tuesday, Wednesday, and Thursday evenings during the summer months.

For the junior teams to play competitive fixtures, friendlies and during our training sessions we would require several pitches to be marked out on the training field to accommodate a 9v9 pitch, a 7v7 pitch and 2 number 3v3 pitches (please refer to attached diagram).

9v9 pitch requirements: 70 metres x 42 metres, including halfway line, halfway line circle, and penalty areas

7v7 pitch requirements: 55 metres x 33 metres, including halfway line, halfway line circle, and penalty areas

3v3 pitch requirements (2 pitches): 30 metres x 20 metres, including halfway line, halfway line circle, and penalty areas

We look forward to your reply in due course

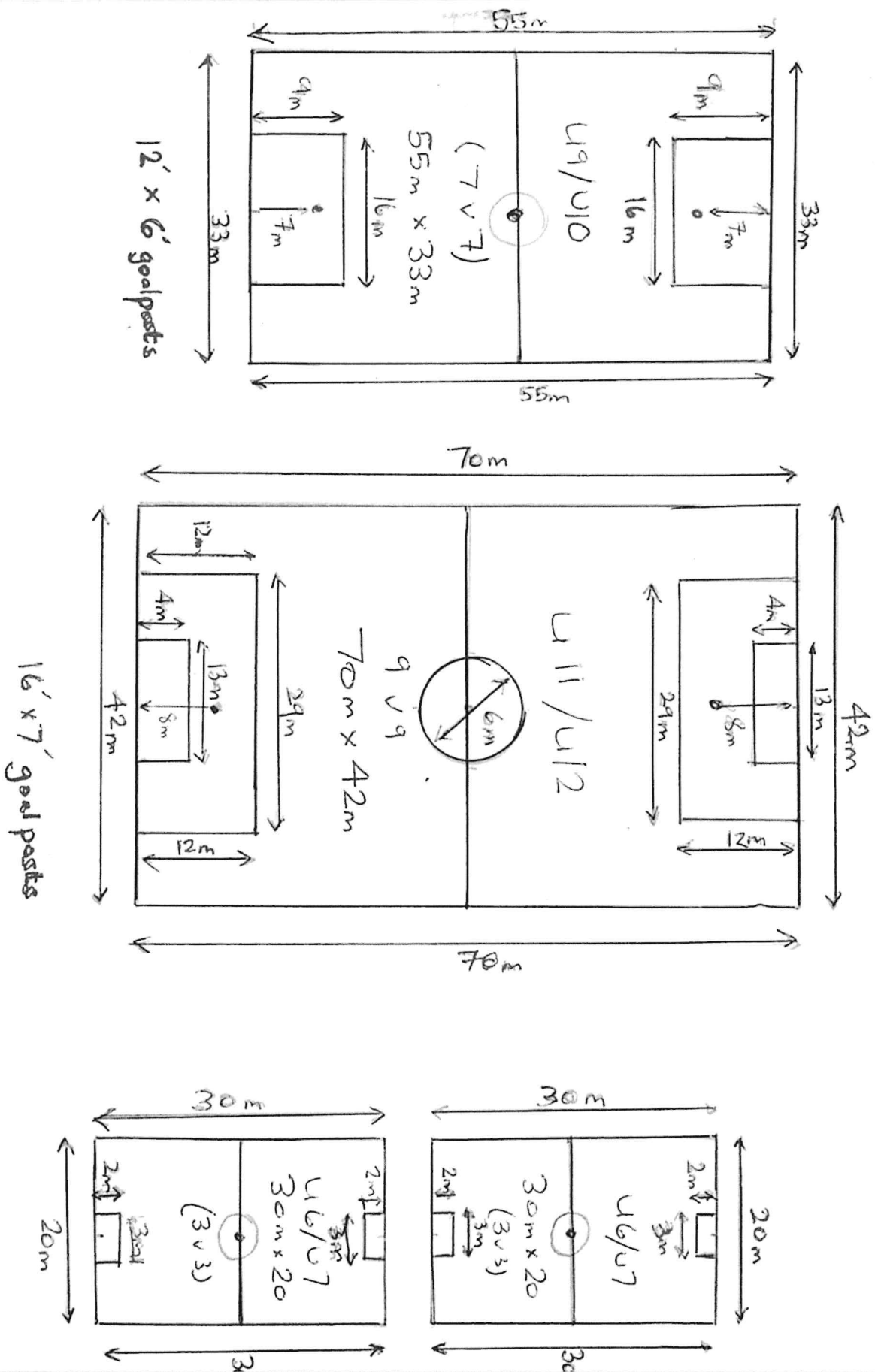
Ian Stamp, Trustee and Head of the Junior Academy

E-mail: [ianstamp@rocketmail.com](mailto:ianstamp@rocketmail.com) and Mobile: 07526441414

Horden Community Welfare Football Club, Junior Academy, and charity [120870]

Registered charity number 1202870

# TRAINING FIELD N°2



**From:** Michelle Harland <michelle@creativeyouthopportunities.co.uk>

**Sent:** 16 June 2025 12:00

**To:** Clerk - Horden Parish Council <clerk@horden-pc.gov.uk>; Deputy - Horden Parish Council <deputy@horden-pc.gov.uk>; Angela <angela@horden-pc.gov.uk>

**Subject:** summer programme

Hi all of you

I am just trying to pull our summer programme together and was wondering if we might be able to use the field opposite Park House for some of the sessions... to allow a safe enclosed environment rather than the openness of the park (I know its often used for football adn it might not be possible, but its worth an ask!)

The things we are hoping to host would be as follows (this might change slightly if we secure the money and can use then field when we go to book any external stuff, as we need to work with when they are available.... they days and times would stay but we might have to jiggle the activities around)

Wednesday 13th August 1-3pm for a colour run

Wednesday 20th August 3-7pm - as part of the mini youth festival for a pop up assault course we plan to book through Storm Entertainment

Thursday 28th 4-6pm for splash run

We would also like to be able to use space in and around the park for 2 x walk/treasure hunts Monday 11th August and Tuesday 26th August both 4-6pm and to play rounders Thursday 21st August 4-6pm.

This is all just tentative at the moment as we won't hear back from the funders for 2 weeks!

I just wanted to run it by you all to see if it might be possible or if I need to look at alternative plans!

Kindest Regards

Michelle Harland

pronouns: she/her

Director - Creative Youth Opportunities CIC

(Co-Director - CreativePop CIC)

(Freelance Artist - Michelle Harland Creative)

Park House

Horden Welfare Park, Park Road

Horden

Peterlee

County Durham

SR8 4PE

Tel: 0191 7160900

[www.creativeyouthopportunities.co.uk](http://www.creativeyouthopportunities.co.uk)

*\*\* My current working hours are flexible due to me being a full-time working mother, juggling work and parental responsibilities. Please bear with me if I don't respond instantly and please don't feel pressured to reply outside of your normal working hours, it might just be when I am able to work! - thank you for your patience.*