

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

29 August 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 4th September 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 4th September 2025

- 1 **Apologies for Absence** – to consider for approval.
- 2 **Declarations of Interest in items on the agenda.**
- 3 **Minutes of the Meeting held 3rd July 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 no decisions since the last report.
- 6 **Outdoor Team Manager Report** – to consider the report.
- 7 **South Terrace Wall Update** – to consider any verbal update following commencement of contract.
- 8 **Horden Recreation Ground Financial:**
 - a) **Bank Balance as at 30/06/2025** – to note the information.
 - b) **Finance Report (enclosed)** – to consider Income, Expenditure and Variance Reports to 30/06/2025.
 - c) **Invoices for endorsement for payment (enclosed)** – to approve payment.



Samantha Shippen
Clerk to the Council
29th August 2025

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

HORDEN RECREATION GROUND COMMITTEE
Minutes of Meeting held 3 July 2025

- Present:** Councillor F Winrow (Chairman)
 Councillors C Armstrong, T Baldesera, E Laing, R Bagnall, D Bellingham, C Cain, F Leadbitter, C Robson, T Usher, J Ward, G Wetherell and L Williams.
- Staff:** Mrs S Shippen (Clerk to the Council), Mr C Jackson (Deputy Clerk).
- HRG 25/26/026** **Apologies for Absence.**
RESOLVED: Apologies **APPROVED** for D Tait.
- HRG 25/26/027** **Declarations of Interest in items on the agenda.**
 Councillor C Cain declared an interest in items 10, 11 and 14.
- HRG 25/26/028** **Minutes of Meetings held 3 July 2025.**
RESOLVED: The Minutes be confirmed as a true record and signed by the Chairman.
- HRG 25/26/029** **Public Participation.**
 No members of the public were present.
- HRG 25/26/030** **Register of Delegated Decisions.**
RESOLVED: Trustee **NOTE** the delegated decision.
- HRG 25/26/031** **Damage and Incident Report.**
RESOLVED: Trustee **NOTE** the report.
- HRG 25/26/032** **Outdoor Team Manager Report.**
RESOLVED: Trustee **NOTE** the report.
- HRG 25/26/033** **South Terrace Wall update.**
RESOLVED: Trustee **NOTE** the verbal report, with works starting on the car park which should be completed by the end of July with works on the South Terrace Wall to follow.
- HRG 25/26/034** **Invoices for endorsement for payment.**
RESOLVED: Trustee **APPROVE** payment of the schedule of invoices totalling £2,961.26
- HRG 25/26/035** **Creative Youth Opportunities.**
RESOLVED: Trustee **AGREE** to the request to utilise areas within the Park on the dates proposed with no additional cost.
- Councillor C Cain left the meeting at 8:40pm*
- HRG 25/26/036** **HCWFC Correspondence:**
a) Period of Occupancy.
RESOLVED: Trustee **AGREE** to the request to amend the dates of the ten-month occupancy with the Club to pay any additional utility charges incurred.
- HRG 25/26/0037** **b) PA System.**
RESOLVED: Trustee **AGREE** to the request of a PA System with caveat of the Club evidencing they hold the relevant licences.
- HRG 25/26/0038** **c) Junior Academy Use of Pitches.**
RESOLVED: Trustee **AGREE** for Officers to deal with the request, and to consider all facilities.
- HRG 25/26/0039** **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.**
- HRG 25/26/0040** **Big Foot Studios.**
 Trustee **AGREE** to extend the lease for 3 months, with a detailed business plan required for consideration for a renewal.

Meeting Concluded at 9:05pm

Horden Recreation Ground Invoices for Payment - June 2025

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Pay Ref:
Aitken's Sportsturf Limited	26.06.25	Gallup Herbicide	£180.00	100554
Durham County Council	18.06.25	Re-grind Cylinder on Dennis Mower	£71.69	100555
East Durham Partnership	28.04.25	Office Furniture	£85.00	100556
Playsafety Limited (RoSPA)	30.06.25	Annual Playground Inspections	£249.60	100557
Rickerby Limited	09.06.25	Dennis Blades & Screws and Grinding Paste	£284.47	100558
Rickerby Limited	30.06.25	Tines for Areater & Backlapping Paste	£167.66	100558
Select Telecom Limited	31.05.25	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	100559
Shoreline Fire Limited	16.06.25	Bi-Annual Service Fire Alarm System & Emergency Lights - Tearoom	£144.00	100559
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
Veolia	30.06.25	Trade Waste	£312.48	D/D
Wex	16.06.25	Equipment Fuel	£102.59	D/D
Wex	23.06.25	Equipment Fuel	£105.14	D/D
Wex	30.06.25	Monthly Card Fee	£6.00	D/D
OTHER PAYMENTS				
Wave	17.06.25	Cricket Pavilion Water 13/03/2025 - 12/06/2025 (£30.00 pcm)	£308.01	D/D
		Horden Recreation Ground JUNE 2025 TOTAL	£2,961.26	

Outdoor Team Manager Report

1. Background

This monthly report is to provide the Trustee with a program of works which were carried out in the Welfare Park, over the period of Thursday 26th June 2025 to 29th August 2025

2. Welfare Park Update

2.1 Football Field Main Pitch

- Its been a tough summer, trying to keep the pitch watered, due to the very dry conditions. The new seed which was sown in the spring, required regular watering to bring it on.
- During a brief rain spell we managed to get the pitch fertilised
- In August the season finally got underway.
- Cutting of the playing surface every week, cutting in two directions to enhance presentation, to a high standard,
- Marking the lines out prior to games
- Surrounding areas cut and strimmed every week
- Weed killer applied where required

2.2 Bowling Greens

- Number 1 green is cut three times per week
- Watering has been required twice per week with wetting agent applied, which supports watering sticking to the surface to keep the grass alive during drought conditions.
- Number 2 green: decision had to be made to not water as much as number 1 green as it is impossible to keep them both green during this dry season.
- Ditches surrounding the greens are cleaned out regularly to keep them weed free.
- Bank sides and around the club house are cut and strimmed every week
- Flower beds around the club house watered regularly

2.3 Cricket Field

- During the draught period it has been impossible to keep the cricket out-field watered and concentrate on the cricket square, to keep that green
- Cutting of the cricket out-field every week
- Preparation of the wicket for up-coming games and practices
- The surrounding grassed areas of the field have been cut and strimmed every week.
- The cricket wicket and boundaries are marked out every week.

2.4 Training pitch

- The training pitch is cut and strimmed every week
- Marked out every week
- Checking for litter on a daily basis

2.5 Park Shrub Bed and other grassed areas:

- All areas in the park are cut and strimmed every week
- Weed-killer applied to all areas where required
- Flower beds were prepared by rotavating and fertilising
- Summer beds are all planted but requiring watering twice per week to keep them established during the hot period
- Staff have been kept busy assisting the events manager every Wednesday to help set up the weekly activities.
- Lots of work around the bandstand in preparation for the miners picnic
- Mulching shrub beds, painting troughs etc.

3. Recommendation:

The Council is recommended to note this report.

Date:17/07/2025

Horden Recreation Charity Current Year

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Time: 12:44

**Bank Reconciliation Statement as at 30/06/2025
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	30/06/2025	188	23,370.68
			<u>23,370.68</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
15/05/2025 100543	BEAUMONT BROWN ARCHITECTS	15,849.08	
05/06/2025 100550	AITKEN'S SPORTSTURF LIMITED	457.80	
05/06/2025 100552	SCREWFIX	69.16	
			<u>16,376.04</u>
			6,994.64
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			6,994.64
		Balance per Cash Book is :-	6,994.64
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

HORDEN RECREATION GROUND FINANCE REPORT

This report details accounts as at 30 June 2025 – accounts on a straight line we should be around 25%.

EXPENDITURE

Account	Page	£ Spend/ £ Budget	Explanation	Comment	Reported to Trustee
4120 – Water	1	1,136/4,200	Will balance with Water re-charge		04/09/25
4180 – Clothing	1	187/475	Clothing required by staff		04/09/25
4300 – Vehicle Maintenance	1	646/1,000	John Deere and Kubota maintenance		04/09/25
4310 – Horticulture	1	1,696/4,000	Bedding plants		04/09/25
4350 – Major Schemes	1	14,458/5,000	South Terrace Wall		04/09/25

INCOME

Account	Page	£ Receipt/ £ Budget	Explanation	Comment	Reported to Trustee
1130 – Cricket Social Club Rent	1	736/798	Annual rent received		04/09/25
1150 – Ambulance House Rent	1	442/441	Annual rent received		04/09/25
1160 – Bowls Ground Income	1	882/882	Annual rent received		04/09/25
1190 – Other Ground Fees	1	1,622/3,500	Increased usage of Pitch		04/09/25
1220 – Water Recharge	1	669/1,650	Meter readings taken regularly and recharged appropriately		04/09/25
1270 – Income Wayleaves	1	103/111	First payment received		04/09/25

21/07/2025

Horden Recreation Charity Current Year

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10:59

Detailed Receipts & Payments by Budget Heading 31/07/2025

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
100 Income						
1120 BIG FOOT STUDIO RENT	138	552	414			25.0%
1130 Cricket Social Club Rent	736	798	62			92.2%
1150 Income-Ambulance House Rent	442	441	(1)			100.2%
1160 Bowls Ground Income	882	882	0			100.0%
1170 Cricket Ground Income	0	2,190	2,190			0.0%
1180 Welfare Ground Income	331	4,637	4,306			7.1%
1190 Other Ground Fees	1,622	3,500	1,878			46.3%
1210 Electricity Recharge	1,530	5,900	4,370			25.9%
1220 Water Recharge	669	1,650	981			40.6%
1270 Income-Wayleaves	103	111	8			92.4%
1300 Miscellaneous	11	0	(11)			0.0%
1400 Income-Parish Council Grant	15,849	80,503	64,654			19.7%
Income :- Receipts	22,312	101,164	78,852			22.1%
Net Receipts	22,312	101,164	78,852			
200 Expenditure						
4070 Professional Fees	794	8,000	7,206		7,206	9.9%
4120 Water	1,136	4,200	3,064		3,064	27.1%
4130 Electricity	2,339	11,025	8,686		8,686	21.2%
4150 Telephone/Fax	119	500	382		382	23.7%
4160 Insurance	0	4,264	4,264		4,264	0.0%
4170 Cleaning	0	320	320		320	0.0%
4180 Clothing	187	475	288		288	39.4%
4200 Buildings	727	30,000	29,273		29,273	2.4%
4210 Plant and Equipment	478	2,600	2,122		2,122	18.4%
4220 Play Equipment	0	1,030	1,030		1,030	0.0%
4230 Trade Waste	677	3,150	2,473		2,473	21.5%
4250 Tools	49	300	251		251	16.4%
4260 Equipment Repairs	0	4,500	4,500		4,500	0.0%
4270 Grounds Maintenance	659	11,000	10,341		10,341	6.0%
4290 Equipment Fuel	866	3,800	2,934		2,934	22.8%
4300 Vehicle Maintenance	646	1,000	354		354	64.6%
4310 Horticulture	1,696	4,000	2,304		2,304	42.4%
4320 Health and Safety	139	1,000	861		861	13.9%
4330 CAPITAL PURCHASE	0	5,000	5,000		5,000	0.0%
4350 Major Schemes Expenditure	14,458	5,000	(9,458)		(9,458)	289.2%
Expenditure :- Indirect Payments	24,970	101,164	76,194	0	76,194	24.7%
Net Payments	(24,970)	(101,164)	(76,194)			

Continued over page

Detailed Receipts & Payments by Budget Heading 31/07/2025

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
999 VAT Data						
115 VAT on Receipts	1,454	0	(1,454)			0.0%
VAT Data :- Receipts	<u>1,454</u>	<u>0</u>	<u>(1,454)</u>			
515 VAT on Payments	4,094	0	(4,094)		(4,094)	0.0%
VAT Data :- Indirect Payments	<u>4,094</u>	<u>0</u>	<u>(4,094)</u>	<u>0</u>	<u>(4,094)</u>	
Net Receipts over Payments	<u>(2,640)</u>	<u>0</u>	<u>2,640</u>			
Grand Totals:- Receipts	23,766	101,164	77,398			23.5%
Payments	29,064	101,164	72,100	0	72,100	28.7%
Net Receipts over Payments	<u>(5,298)</u>	<u>0</u>	<u>5,298</u>			
Movement to/(from) Gen Reserve	<u>(5,298)</u>	<u>0</u>	<u>5,298</u>			

Horden Recreation Ground Invoices for Payment - August 2025

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Pay Ref:
Aitkens Sporturf Ltd	30/07/2025	Marking Paint and Weedkiller	£586.80	
Screwfix	15/08/2025	Sledgehammer	£26.99	
Screwfix	14/08/2025	2 Stroke Engine Oil	£19.99	
Select Telecom	31/07/2025	Fibre Broadband Aug 25	£47.40	D/D
Shoreline Fire Compliance Ltd	06/08/2025	Call out to remove call point	£80.00	
SSE	13/08/2025	Works Building Electricity 01/07-31/07/25 (Recharge £134.36 to Heritage Tea Rooms)	£198.10	D/D
SSE	13/08/2025	Welfare Ground Electricity 01/07-31/07/25	£122.77	D/D
SSE	13/08/2025	Welfare Ground Electricity 01/07-31/07/25 (fully recharged to HCWFC)	£384.07	D/D
SSE	13/08/2025	Cricket Pavilion Electricity 01/07-31/07/25 fully recharged to Cricket Club)	£42.63	D/D
SSE	13/08/2025	No Floodlights Electricity 01/07-31/07/25 (fully recharged to HCWFC)	£30.86	D/D
Veolia	31/07/2025	Trade Waste July 25	£312.48	D/D
Veolia	30/06/2025	Trade Waste June 25	£312.48	D/D
WEX	18/08/2025	Equipment Fuel	£80.40	D/D
OTHER PAYMENTS				
		Horden Recreation Ground AUGUST 2025 TOTAL	£2,244.97	