Horden Parish Council

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

30th October 2026

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 5th November 2026 at 6pm.

HORDEN PARISH COUNCIL ORDER OF BUSINESS
Meeting to be held 5th November 2026

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 1 October 2026 (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 Minewater and Horden Heat update –** to receive a presentation.
6. **Register of Delegated Decisions –** to note there are no additional decisions to approve.
7. **Damage and Incident Report (enclosed)** – to note no report to consider.
8. **Cemetery Burial and Income Report 21/09/26 – 25/10/26 (enclosed) –** to receive the information.
9. **County Councillor Update –** to receive the information.
10. **Parish Council Financial:**
    a) **Bank Balances (enclosed) –** to receive balances at 30/09/26.
    b) **Finance Report (enclosed)** – to consider Income, Expenditure and Variance Report to 30/09/2026.
    c) **Cash Withdrawals and Debit Card Transactions to 30/09/2026 (enclosed)** – to approve report.
    d) **Petty Cash report to 30th September 2026 (enclosed)** – to approve report.
    e) **Bank Transfer(s)** – to approve transfer(s).
11. **Invoices for endorsement for payment (enclosed)** – to approve for payment.
12. **Members/Officers Allowances** – to consider any claims for approval.
13. **Budgets 27/28 –** to consider report.
14. **Virement of £3,546 of Participation Allowance to Chairs Allowance** – to consider for approval.
15. **Virement of EMR Youth Projects to Christmas gifts request from Cllr F Leadbitter** – to consider request.
16. **Horden Archway project request from Cllr F Leadbitter –** to consider request.
17. **Horden Community Association:**
    a) Christmas Event Request - to consider request.
    b) Storage Request – to consider request.
18. **Horden Together Community access defib and Guardianship for Grants Houses –** to consider request
19. **DCC Local Network Representation** – to consider nomination.
20. **National Association of Councillors AGM and Conference** – to consider attendance.

21. **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.**
22. **Grave Numbering and Deed Allocation** – to approve report.

C Jackson

Colin Jackson
Clerk to the Council
30th October 2026

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

Agenda Item 3

HORDEN PARISH COUNCIL
Minutes of Meeting held 1st October 2026

Present: Councillor F Leadbitter (Chairman)
Councillors C Armstrong, D Bellingham, C Cain, E Laing, T Usher, J Ward and G Wetherell.

Staff: Mr C Jackson (Clerk to the Council) and Miss B Howarth (Assistant Clerk)

HPC 26/27/106 **Apologies for Absence**
RESOLVED: That apologies be **APPROVED** for Councillor T Baldasera, W Morrow, D Tait, F Winrow and L Williams.

HPC 26/27/107 **Declarations of Interest**
RESOLVED: No declarations were made.

HPC 26/27/108 **Minutes of the Horden Parish Council Meeting held 3rd September 2026**
RESOLVED: The minutes were confirmed as a true and accurate record and signed by the Chairman.

HPC 26/27/109 **Minutes of the Horden Parish Council Meeting held 17th September 2026.**
RESOLVED: The minutes were confirmed as a true and accurate record and signed by the Chairman.

HPC 25/26/110 **Public Participation**
No members of the public were present.

HPC 26/27/111 **Register of Delegated Decisions**
RESOLVED: Council **NOTE** there are no additional decisions to approve.

HPC 26/27/112 **Damage and Incident Report**
RESOLVED: Council **NOTE** the report.

HPC 26/27/113 **Cemetery Burial and Income Report 24th August to 20th September 2026**
RESOLVED: Council **NOTE** the report.

HPC 26/27/114 **Cash Withdrawals and Debit Card Transactions**
RESOLVED: Council **APPROVE** debit card transaction totalling £390.00.

HPC 26/27/115 **Bank Transfer(s)**
The Clerk requested that £330,000.00 be transferred from the Current account to the CCLA account. **RESOLVED:** Council **ENDORSE** the transfer of funds from the current bank account to the CCLA account.

HPC 26/27/116 **Invoices for endorsement for Payment**
RESOLVED: Council **ENDORSE** payment of the attached schedule of invoices for August plus the additional schedule totalling £38,143.91. Councillors F Leadbitter and C Cain to authorise.

HPC 26/27/117 **Audit 25/26**
RESOLVED: Council **APPROVE** the receipt of a clear Audit.

HPC 26/27/118 **Members/Officers Allowances**
No Members/Officers Allowances to report.

HPC 26/27/119 **2026/7 NJC Pay Award**
RESOLVED: Council **APPROVE** the NJC pay award of 3.3%.

HPC 26/27/120 **Remembrance Sunday Wreath Laying**
RESOLVED: Council **APPROVE** the order of the wreath laying.

HPC 26/27/121 **Notice Board Request from Cllr R Bagnall**
RESOLVED: Council APPROVE the request.

HPC 26/27/122 **BMX/Pump Track Request from Cllr C Robson**
RESOLVED: Council **NOTE** the request as a worthwhile proposal; however, it was agreed that the initiative should be led by residents with support from Council if required.

HPC 26/27/123 **Horden Comrades Defib Request**
RESOLVED: Council **APPROVE** for a defib to be fitted on Sunderland Road changing rooms on the left side of the building.

HPC 26/27/124 **Durham County Council Consultation**
RESOLVED: Council **AGREE** no response required.

HPC 26/27/125 **Durham County Councillor Update**
RESOLVED: Council **RECEIVE** the information.

Meeting concluded at 6:42pm.

Horden Parish Council Invoices for Payment September 2026

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Pay Ref:
Almond Windows Limited	10.09.26	Supply & Fit Door Lock and Adjust Door - Cemetery Toilet	£70.00	BACS
Amazon	18.09.26	Toilet Rolls, Paper cups, Paper Towels, Floor Cleaner & Plasters - SWC	£133.58	BACS
Banner Group Limited	23.09.26	Blue Roll & Toilet Roll	£59.56	BACS
Owen Bennett Building Services	03.09.26	Supply and Replace Extractor Fan and Socket - Sunderland Road Bungalow	£200.00	BACS
Culligan (UK) Limited	15.09.26	Water Cooler Rental & Service - September 2026	£31.32	D/D
DJ Plumbing & Heating	22.07.26	Bathroom Repairs - Sunderland Road	£638.09	BACS
East Durham College	14.09.26	Period 12 Charge - LB	£22.00	BACS
Flotek Group (was Microshade Business Consultants Ltd)	01.09.26 RCVD 16.09.26	Hosted Application Service - Rialtas - September 2026	£215.76	BACS
Pat Lavery Tyre & Exhaust Centre Limited	06.08.26	Puncture Repair Ride On - Cemetery	£20.00	BACS
Octopus Energy	03.09.26	Cemetery Lodge Gas & Electricity 05/08/2026 - 02/09/2026	£25.21	D/D
Octopus Energy	03.09.26	Welfare House Gas & Electricity 05/08/2026 - 02/09/2026	£26.22	D/D
PHS Group (was Citron Hygiene UK Limited)	03.09.26	Annual Duty of Care 01/10/2026 - 30/09/2027	£9.42	BACS
Scottish Power	03.09.26	SWC Electricity 04/08/2026 - 03/09/2026	£433.67	D/D
Scottish Power	30.08.26	Sunderland Road Pavilion Electricity 01/08/2026 - 30/08/2026	£96.72	D/D
Scottish Power	03.09.26	Memorial Park Electricity 04/08/2026 - 03/09/2026	£30.91	D/D
Scottish Power	03.09.26	Cemetery Electricity 04/08/2026 - 03/09/2026	£46.42	D/D
Scottish Power	09.09.26	SWC Gas 06/08/2026 - 09/09/2026	£201.84	D/D
Screwfix	04.09.26	Rigger Boots - CL	£34.97	BACS
Screwfix	11.09.26	2 x 2 Stroke Engine Oil & Strimmer Line	£73.97	BACS
Select Telecom Limited	31.08.26 RCVD 11.09.26	Admin Phone Lines/Calls/Internet - September 2026	£115.97	D/D
Treasured Memories Limited	11.09.26	Memorial Plaque - M & A W	£208.50	BACS
Stephen Twitty - Twittys Locksmiths	09.09.26	Supply 2 Keyed Alike Shutter Bolts	£25.00	BACS
Vodafone	20.09.26	Mobile Phones	£52.75	D/D
Wex	07.09.26	Equipment Fuel - Cemetery	£49.49	D/D
Wex	14.09.26	Equipment Fuel - Cemetery	£107.48	D/D
Wex	21.09.26	Equipment Fuel - Cemetery	£75.39	D/D
Wex	27.09.26	Vehicle Trackers	£14.40	D/D
OTHER PAYMENTS				
Co-op Bank	03.09.26	Wages Week 22	£5,582.98	BACS
Co-op Bank	10.09.26	Wages Week 23	£5,603.89	BACS
Co-op Bank	17.09.26	Wages Week 24	£5,536.33	BACS
Co-op Bank	24.09.26	Wages Week 25	£5,542.56	BACS
Durham County Council	29.09.26	Superannuation Weeks 23 - 26	£5,791.47	BACS
HMRC	29.09.26	PAYE Weeks 23 - 26	£6,849.72	BACS
Wave	11.09.26	Cemetery Water 11/06/2026 - 10/09/2026 (£77.00 pcm)	£218.32	D/D
		Horden Parish Council SEPTEMBER 2026 TOTAL	**£38,143.91**	

Thorpe Road Cemetery Report 21.09.26 TO 25.10.26

INTERMENT (inc. Ashes)			
PLOT	**DETAIL**	**RESIDENT**	**FEE**
G824	FULL BURIAL	NO	£1,240.00
GARDEN D 82	ASHES	YES	£235.00
M82	FULL BURIAL	YES	£355.00
T29	FULL BURIAL	YES	£710.00
		TOTAL	**£2,540.00**

PURCHASE OF PLOT - EXCLUSIVE RIGHT			
PLOT	**DETAIL**		**FEE**
GARDEN D 82	NEW PURCHASE	YES	£235.00
M139	TRANSFER	YES	£150.00
T29	NEW PURCHASE	YES	£590.00
		TOTAL	**£975.00**

SUPPLY OF IMMOVABLE MEMORIAL			
PLOT	**DETAIL**	**RESIDENT**	**FEE**
G844	ADD INSCRIPTION	YES	£75
K133	ADD INSCRIPTION	YES	£75
		TOTAL	**£150.00**

SUPPLY OF MEMORIAL PLAQUE/BENCH			**FEE**
		TOTAL	**£0.00**

MISCELLANEOUS			**FEE**
		TOTAL	**£0.00**
		TOTAL INCOME	**£3,665.00**

Horden Parish Council 16

29 Oct 2026

County Councillor Report

1. Community Progress

The Pride in Place Programme hass been successful in providing ‘quick win’ grants to organisations that support our residents or improve the area. As Grants Houses is well within the boundary it would be a positive step if residents could look at any improvements that can be made for that area. Clearly I would be supportive of any projects in this area.

Local Network applications are in and expected to be assessed by the members of the board by 9 Nov.

2. Local Matters

The road repair has been carried out at the top of Ellisons bank as this was causing a great deal of concern to residents.

There have been a number of meetings throughout the last few months involving Horden Together, Wardens, Police, Legal and Planning Enforcement. This is to make every effort to prevent a recurrence of last year’s bonfire on the Old Nimmos Site. Leaflets will be going to residents but is any councillor learns that there is a plan to create another fire on this site they are advised to contact the police.

3. HYCC

The HYCC asset transfer process continues remains a great deal of interest in taking on the facility. Engagement with officers has been clear in that this will need to be a flexible facility that will improve our reach into the community providing a sustainable, valuable space. The council is looking to move the Nursery into there as the building they currently use is becoming unfit for purpose. The aspiration remains to have the Ctr as a multi function space.

4. Halt to Allocations in Co Durham

The following Motion was tabled by Cllr Bellingham at Full Council on 21 Oct 26:

No Transparency, No Consent, Halt Asylum Procurement in Durham

Council resolves:

Durham County Council notes with concern the ongoing lack of transparency from Government and its contractors, including Mears Group, regarding the procurement and placement of accommodation for asylum seekers within County Durham.

This Council believes that local authorities must be fully informed, properly consulted, and provided with clear evidence where decisions have a significant impact on local communities, public services, and infrastructure.

Accordingly, this Council:

1. Calls upon the UK Government to provide full and immediate disclosure of all relevant data, including:

· The number of individuals to be accommodated

· The locations and types of properties being procured

· The projected duration of placements

· The anticipated impacts on local services and associated mitigation measures

· The evidence base and justification for further procurement in County Durham.

2. Calls for an immediate halt to any further procurement of accommodation within County Durham until such time as this information, evidence, and justification are provided in full.

3. Commits to resisting any arrangements imposed without proper consultation, data sharing, accountability, and a demonstrated evidence base.

4. Instructs the Leader of the Council to write to the Home Secretary and relevant Ministers setting out this position and requesting urgent engagement.

The Motion passed 44 for and 14 against.

(Electronically Signed)

Cllr Dawn Bellingham
Horden and Dene House

HORDEN PARISH COUNCIL 2026/27

Bank - Cash and Investment Reconciliation as at 30 September 2026

Confirmed Bank & Investment Balances

Bank Statement Balances

30/09/2026	Current Account	397,585.57	
30/09/2026	Public Sector Reserve Account	285.44	
30/09/2026	CCLA PUB. SECTOR	1,222,063.94	
30/09/2026	BUSINESS SAVERS ACCOUNT	1,627.72	
			1,621,562.67

Other Cash & Bank Balances

	33.61
	1,621,596.28

Receipts not on Bank Statement

	179.40
Closing Balance	**1,621,775.68**

All Cash & Bank Accounts

1	CURRENT BANK ACCOUNT	397,764.97
2	90 DAY DEPOSIT A/C	285.44
4	CCLA PUB. SECTOR	1,222,063.94
5	BUSINESS SAVERS ACCOUNT	1,627.72
	Other Cash & Bank Balances	33.61
	Total Cash & Bank Balances	**1,621,775.68**

HORDEN PARISH COUNCIL FINANCE REPORT

This report details accounts as at 30th September 2026 – accounts on a straight line we should be around 50%. Under Financial Regulation 4.8 reports are made of material variances of £200 or 50%.

EXPENDITURE

Account	Page	£ Spend/ £ Budget	Explanation	Comment	Re/ported to Council
1121- Telephone	1	851/1,400	Renegotiated contract, should decrease		03/09/2026
1125- Insurance	1	16,064/11,850	Upfront Payment		03/09/2026
1126- Photocopier	1	636/1,100	Higher copier usage		03/09/2026
1152- IT Fees	1	4,491/7,525	Payroll setup & training		03/09/2026
1304- Cem Council Tax	2	5,241/5,948	Paid over 10 months		03/09/2026
1311- Cem Rates	2	1,511/2,195	Paid over 10 months		03/09/2026
1312- Cem Water	2	726/922	Paid over 10 months		03/09/2026
1345- Cem Vehicle Tax/Ins	2	590/585	Yearly tax payment		03/09/2026
1483- Park Ground Fee	2	2,005/1,783	Increased pitch usage		03/09/2026
1411- Park Rates	3	470/786	Paid over 10 months		03/09/2026
1436- Park Buildings	3	1,939/2000	Annual fire alarm & Memorial clock service		03/09/2026
1446 – Park Horticulture	3	866/1,625	Summer Bedding		05/11/2026
1604 – SWC Council Tax	3	2,331/3,965	Paid over 10 months		03/09/2026
1611- SWC Rates	3	4,636/7,728	Paid over 10 months		03/09/2026
1636- SWC Buildings	3	6,754/12,000	Fee for tenders - £3,300.		05/11/2026
1759- GP Professional fees	4	1,451/4,500	Annual fee paid upfront		03/09/2026

INCOME

Account	Page	£ Receipt/ £ Budget	Explanation	Comment	Reported to Council
1176- Precepts Received	1	733,730/733,730	All precept received		03/09/2026
1189- Admin Misc	1	409/780	Additional photocopying received		03/09/2026
1196- Bank Interest	1	24,157/36,000	Preferential rated received		03/09/2026

Cash Withdrawals & Debit Card Transactions:

07/10/2026 – Lights4Fun – Xmas Tree Lights – CJ - £295.98
17/10/2026 – Microsoft 365 – Renewal Laptop 2 – CJ - £84.99

TOTAL £380.97

Agenda Item 10d

Petty Cash Transaction:

No petty cash spend for July 26

No petty cash spend for August 26

08/09/2026- Glue: Flower & Veg show = £8.99
10/09/2026- Vermin Control = £10
TOTAL September Spend - £18.99

Horden Parish Council Invoices for Payment October 2026

SUPPLIER	DATE	DESCRIPTION	AMOUNT	Pay Ref:
Amazon	15.10.26	Staple Gun and Staples	£30.22	BACS
Apogee Corporation Limited	07.10.26	Photocopier Rental 07/10/2026 - 06/01/2027	£245.03	D/D
Creative Youth Opportunities	13.10.26	Halloween Event	£900.00	BACS
CTH Installations Limited	01.10.26	PAT Testing - SWC	£360.00	BACS
Culligan (UK) Limited	15.10.26	Water Cooler Rental & Service - October 2026	£28.80	D/D
Durham County Council	06.10.26	Supply & Fit Adaptor on Sum Pump - SWC	£126.23	BACS
Flotek Group (was Microshade Business Consultants Ltd)	01.10.26 RCVD 16.10.26	Hosted Application Service - Rialtas - October 2026	£215.76	BACS
Horn's Garden Centre	30.09.26	Chicken Manure & Fish Blood & Bone	£52.96	BACS
ITC Service Limited	01.10.26	Unifi Security & Office 365 Officers & Domain/Hosting/Estate Management & 365 Backup - October 2026	£489.40	D/D
JRB Enterprise Limited	12.10.26	Dog Bags	£1,977.60	BACS
Marmax Products Limited	05.10.26	Memorial Bench & Plaque - C&H J	£666.00	BACS
MKM BS (Peterlee) Limited	07.10.26	Timber and Bolts - Sunderland Road Play Area	£18.96	BACS
MKM BS (Peterlee) Limited	15.10.26	Paving Slabs and Timber	£61.90	BACS
MKM BS (Peterlee) Limited	23.10.26	Dressed Timber & Bolts	£53.82	BACS
Moorepay Limited	30.09.26	Weekly Payroll Fees 24/08/20256 - 20/09/2026	£52.40	D/D
Octopus Energy	30.09.26	Cemetery Lodge Gas & Electricity 03/09/2026 - 29/09/2026	£24.30	D/D
Octopus Energy	30.09.26	Welfare House Gas & Electricity 03/09/2026 - 29/09/2026	£25.31	D/D
Pat Lavery Tyre & Exhaust Centre Limited	08.10.26	MOT Iveco Daily	£49.00	BACS
Pat Lavery Tyre & Exhaust Centre Limited	12.10.26	N/S Rear Brake Caliper, Rear Brake Pads & Wear Sensor - Iveco	£362.00	BACS
Pat Lavery Tyre & Exhaust Centre Limited	19.10.26	NSF Tyre Iveco Pick Up	£76.00	BACS
PHS Group (was Citron Hygiene UK Limited)	24.09.26	CREDIT Price Correction Service and Fuel Surcharge	-£115.25	CREDIT
PHS Group (was Citron Hygiene UK Limited)	30.09.26	Recalculation Service and Fuel Surcharge 01/04/26-31/03/27	£108.53	BACS
PHS Group (was Citron Hygiene UK Limited)	15.10.26	CREDIT Annual Duty of Care 01/10/2026 - 30/09/2027	-£9.42	CREDIT
L J Robertson - Popple's Tales	15.10.26	Two Storytelling Sessions - Halloween Event	£150.00	BACS
Scottish Power	01.10.26	SWC Electricity 04/09/2026 - 01/10/2026	£535.73	D/D
Scottish Power	02.10.26	Sunderland Road Pavilion Electricity 31/08/2026 - 01/10/2026	£115.41	D/D
Scottish Power	07.10.26	Memorial Park Electricity 04/09/2026 - 07/10/2026	£31.96	D/D
Scottish Power	07.10.26	Cemetery Electricity 04/09/2026 - 07/10/2026	£48.00	D/D
Select Technology (was Select Telecom)	30.09.26 RCVD 13.10.26	Admin Phone Lines/Calls/Internet - October 2026	£119.63	D/D
The Poppy Appeal	28.10.26	Poppy Appeal Donation	£525.00	
TJ's Heating & Home Improvements	15.10.26	Remove and Refit Tiles Disables WC - SWC	£650.00	BACS
TJ's Heating & Home Improvements	22.10.26	Annual Service Boiler - Sunderland Road Bungalow	£75.00	BACS
TJ's Heating & Home Improvements	30.10.26	Rewire Christmas Tree Lights	£60.00	BACS
Vodafone	20.09.26	Mobile Phones	£49.00	D/D

S Wardle	24.09.26	Advice & Support Services - 20/07/2026-30/08/2026	£540.00	BACS
Wex	12.10.26	Vehicle Fuel - Iveco Pickup	£49.52	D/D
Wex	25.10.26	Vehicle Trackers	£14.40	D/D
Wex	26.10.26	Equipment Fuel	£108.24	D/D
OTHER PAYMENTS				
Co-op Bank	01.10.26	Wages Week 26	£5,542.98	BACS
Co-op Bank	08.10.26	Wages Week 27	£6,205.46	BACS
Co-op Bank	15.10.26	Wages Week 28	£9,120.67	BACS
Co-op Bank	22.10.26	Wages Week 29	£4,894.12	BACS
Co-op Bank	29.10.26	Wages Week 30	£4,894.34	BACS
		Horden Parish Council OCTOBER 2026 TOTAL	**£39,529.01**	

Agenda Item 13

HORDEN PARISH COUNCIL

Budget 2027/28

1. Background

1.1 Budget preparation for 2027/28 is currently in progress. The RFO and Assistant Clerk are reviewing all income and expenditure codes from a zero base to formulate a draft budget for consideration.

1.2 The Council is invited to advise officers of any specific requirements to be included in the 2027/28 budget including major works and projects.

1.3 Additionally, the Council should consider its proposals for income generation and the level of grant to be made to Horden Recreation Ground.

1.4 Council should consider whether an informal meeting with councillors is requested for officers to present draft budgets and if so, set the date of such briefing(s).

2. Recommendation - Council is recommended to advise officers of the budget principles to be applied to the 2027/28 budget preparations and request officers present draft proposals to the January meeting for precept consideration.

Colin Jackson
Clerk to the Council
October 2026

From:
Sent: Thursday, October 08, 2026 16:33
To: Clerk - Horden Parish Council
Subject: Fw: Christmas hub grub

Hi Colin,

Could I please request that an item is placed on the next Parish Council agenda regarding our Christmas Hub Grub lunch on Wednesday 16 December at Horden Social Welfare Centre?

I扷 like to ask the Council to consider whether we could offer those attending a small glass of sherry and a small glass of Prosecco as part of the Christmas lunch.

Christmas can unfortunately be quite a lonely time for some older residents, particularly those who may live alone or have limited opportunities to get out and socialise. One of the things we really want the Christmas Hub Grub to do is give people a warm, welcoming afternoon where they can enjoy good food, company and feel part of the community.

Offering a small festive drink with their Christmas lunch would just be a lovely little extra to help make the occasion feel special for them.

The drinks would be complimentary and not sold separately. I扷 also be grateful if any licensing or other requirements that would need to be considered could be confirmed as part of the discussion.

Many thanks,

Cheryl

From:
Sent: Thursday, October 29, 2026 13:00
To: Clerk - Horden Parish Council
Subject: Fw: Agenda

Dear Clerk,

I am writing on behalf of Horden Community Association to request that an item be included on the agenda for the next Parish Council meeting.

Storage Facilities for Hub Grub

Our charity would like to ask the Parish Council to consider providing a small, secure storage space for some of the larger equipment and items used during our weekly Hub Grub sessions.

At present, our volunteers are having to transport these items back and forth each week, which can be quite challenging and time-consuming.

As our charity regularly hires the room, providing ongoing income for the premises, we hope the Council may be able to accommodate this request as a practical way of supporting a community project that benefits local residents.

Future Communication and Working Arrangements

I would also like to take this opportunity to express our disappointment regarding the arrangements surrounding the recent Halloween event, which we had understood was being planned in collaboration with the Parish Council.

Horden Community Association had committed considerable time and effort to the planning of the event and was prepared to contribute approximately £1,000 through financial and in-kind support.

Naturally, we were disappointed with how the arrangements developed, particularly given the commitment our charity and volunteers were prepared to make towards delivering an enjoyable event for local families.

We fully appreciate that circumstances and plans can change. However, we feel that clearer communication and a more coordinated approach would have been beneficial to everyone involved.

With this in mind, Horden Community Association has decided that, moving forward, we would prefer all requests and proposals requiring Council consideration to be submitted formally through the Parish Council.

We believe this will help ensure clarity, transparency and a shared understanding of any future arrangements.

We value the opportunity to work alongside the Parish Council and remain committed to supporting the local community through our projects and events.

I would be grateful if you could confirm that our request for storage facilities can be included on the agenda for the next meeting.

Kind regards,

Cheryl Bell
Horden Community Association

From: Gemma Rowe <Gemma.Rowe@durham.gov.uk>
Sent: 07 October 2026 16:36
To: Clerk - Horden Parish Council <clerk@horden-pc.gov.uk>
Subject: FW: Community Access Defib: Guardianship, Grants Houses

Hi Colin

Attached info. Although you'll likely have own processes in place for checks.

If you need anything else just let me know!

Thanks
Gemma

Customer Notice

We have recently updated our terms and conditions for all our services, including making some important updates to our privacy notices. To find out more about how we collect, use, share and retain your personal data, visit:
www.durham.gov.uk/dataprivacy

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Rotary North East

ONE LIFE INITIATIVE



COMMUNITY PUBLIC ACCESS DEFIBRILLATORS

'Considerations and General Information'

Location

- Is there somewhere that is clearly visible and easily recognisable?
- Is there enough light so that people can approach the cabinet safely and help them see the coded lock?
- Is there an accessible power supply?
- Is there any CCTV nearby? This is not essential but would improve security of the equipment.
- Are there any other cPADs already in the area?

Any cabinet that stores a defibrillator on the outside of the building will need an electricity supply to power a heater, which ensures that the defibrillator is kept above 5°c, so that it remains operational. The cabinet also has a small internal light.

Note: Permission will be required from the owner of the building to install a cabinet. If the intended site is a listed building then appropriate authority will be required

Ownership

The cPAD would belong to the host, organisation or community and it would be their responsibility to ensure that it is checked regularly by the appointed guardians to confirm that it is in good working order and that the defibrillator pads are in date.

Guardians

cPAD sites should preferably have two appointed guardians who are responsible for checking the equipment, and making an online return to 'The Circuit'* to confirm that it is in good working order. (See separate 'Weekly Check Sheet' to show the simple checks required).

In the event of any issues they can contact 'The Circuit' to have it temporarily deactivated from their system. See https://www.thecircuit.uk

*'The Circuit' is the national defibrillator network that provides a national overview of where defibrillators can be found. As defibrillators are registered, their location and status is instantly synchronised with the emergency services' systems ensuiring that their information is always up to date and ready to help save lives. (Defibrillators were previously registered with the local ambulance service).

Insurance

Prior to purchasing the defibrillator and cabinet the host/owner should contact his/her insurer to confirm the Public Liability section of their insurance will provide cover. The defibrillator and cabinet should also be insured to cover theft and/or damage.

The current average costs for the equipment to be replaced independent of the project are:

- Wel Medical iPAD SP1 Defibrillator - £995 + VAT
- Wel Medical DefibSafe2 secure coded lock cabinet - £470 + VAT

Ongoing costs

- New pads when they go out of date or if they are used. (Cost £36 + VAT)
- New battery (normally replaced every 5 years, cost £176 + VAT)
- The cost of electric for the cabinet, estimated at approximately £3 to £6 per year

Warranty

The Wel Medical iPAD SP1 defibrillator will be covered by a warranty of 7 years. If registered with Wel Medical within 3 months of purchase this will be extended to 10 years free of charge.

Becoming familiar with your defibrillator

No training is required for someone to use a defibrillator, however, the Rotary North East project team will be able to arrange sessions to familiarise persons in CPR and the use of the device.

SERVE TO CHANGE LIVES




1
7
SUNDERLAND ROAD
TCP
Signal
Generator
© Crown Copyright and database right 2026.
Ordnance Survey AC0000808439
Copyright © 2026
Every care has been taken to ensure the information contained on this map is correct. DCC accepts no liability for error or misinterpretation of the information shown on this map.
Durham
Map produced by Durham County Council - IntraMAP on 15/9/2026 at a scale of 1:500
0.4m

From: CDALC
Sent: Tuesday, October 06, 2026 12:51
Subject: Fw: Nominations sought for DCC Local Networks parish town councillor reps

Dear Clerks, Chairs and Executive Committee members,

Town and Parish Council representation on Durham County Council's (DCC) Local Networks (LN)

You'll be aware that there is progress with the establishment of the Local Networks (replacements of the Area Action Partnerships) which are DCC's formal community engagement structures. CDALC has agreed to deal with the appointment of Parish and Town Council representatives to the LN **Local Stakeholder Panels** which are the 'partner' layer in the LN structure.

This email includes information about the appointment of Parish and Town Council representatives, and we need your help to share the information with your councils and to provide nominations for the positions. Please read on.

- What are Stakeholder Panels and expectations of representatives
- Which councils are in each Local Network, and how representatives are allocated
- How do we nominate a councillor to be on our Local Network?
- Important information about nominations and positions

What are the Stakeholder Panels and expectations of representatives

These are part of the each Local Network's structure. From the bottom upwards they are made up of:

- a Local Network Forum;
- a Stakeholder Panel; and
- an Elected Member (from DCC) Board.

You can find more information at About Local Networks - Durham County Council.

Our sector will be represented on the Stakeholder Panels, along with other partner organisations such as housing providers and representatives of health, police and fire. We have been allocated **one Parish Council and one Town Council seat in each LN** with some adjustments including where there aren't any Town Councils (the Parish Councils can take that seat).

Stakeholder Panels will be an information sharing network which will give shape to and provide oversight of development of Local Network Action Plans. They will also function as an advisory panel to the Local Elected Member Board, making recommendations on priorities and funding proposals.

Expectations of representatives are:

- Attend up to 4 meetings per year.
- Contribute to the development and delivery of Local Networks Plans for the full LN area.
- Actively promote the work of the Local Network.

- Be committed to improving their local area
- Have knowledge of local community issues
- Be committed to the values of equality and diversity
- Be able to communicate effectively

Which councils are in each Local Network and how representatives are allocated

You can see the distribution of Parish and Town Councils across the LNs in this table illustrating which councils are in which LN and how the representation of one Parish Council and one Town Council pans out across the County. Do open this as it will help the rest of this email make more sense.

You can also see the The LNs shown on a map of the county but alas this doesn't show parish boundaries. But still useful.

There will be a total of 23 Parish and Town Council seats, with elections needed in most LNs which have more than one Parish or one Town Council. However, there are a minority of LNs with just one Parish or one Town Council, and these councils, 6 in total, can nominate their representative directly from their own council. They are:

Town Councils

- Barnard Castle TC
- Peterlee TC
- Seaham TC
- Stanley TC

Parish Councils

- Greencroft PC
- Healeyfield PC

Nominations from these councils can be provided directly to DCC via Peter.garrod@durham.gov.uk by the end of December 2026.

All other 98 councils wishing to nominate representatives must submit nominations which will then be put forward for an election which we at CDALC will co-ordinate. See How do we nominate a councillor to be on our Local Network.

This is a summary of how the 23 seats in the 12 LN areas will be decided on.

Town Councils (1 seat per LN)

Election Status	LN area
TC to appoint directly	6 Easington, Seaham and surrounding area **(Seaham TC)** 7 Horden, Peterlee and surrounding area **(Peterlee TC)**

	10 Stanley and surrounding area **(Stanley TC)** 11 Teesdale area **(Barnard Castle TC)**
Will need nominations/election	1 Newton Aycliffe and Sedgefield areas 2 Bishop Auckland and Shildon areas 9 Coxhoe, Ferryhill, Spennymoor areas 12 Weardale
Town council seat to be passed to parish councils for nominations/election as no TC in LN	3 CLS and surrounding areas 5 Durham City and surrounding areas 8 Mid-Durham and surrounding areas
No TC seat	4 Consett and surrounding areas (**Healeyfield PC – only one parish/town council in LN area)**

Parish Councils (1 seat per LN unless otherwise specified)

Election Status	Where
Will need nominations/election	1 Newton Aycliffe and Sedgefield areas 2 Bishop Auckland and Shildon areas 3 CLS and surrounding areas (2 seats) 5 Durham City and surrounding areas (2 seats) 6 Easington, Seaham and surrounding area 7 Horden, Peterlee and surrounding area 8 Mid-Durham and surrounding areas (2 seats) 9 Coxhoe, Ferryhill, Spennymoor areas 11 Teesdale area 12 Weardale
PC to appoint directly	4 Consett and surrounding areas **(Healeyfield PC)** 10 Stanley and surrounding area

	(Greencroft PC)

However, if for your LN you think it will be possible to work out a representative amongst yourselves please let us know. We're envisaging that where there is say, 2 town councils, or similar, you might be able to come to some sort of agreement without resorting to an election.

How do we nominate a councillor to be on our Local Network?

Apart from the 6 councils referred to above which can appoint from their own council, 17 of the 23 seats are open for nominations from all councils in each LN area and to be submitted to CDALC, with a closing date of Tues 17th Nov 2026 at 9am.

- The clerk should confirm the council's nomination Parish and Town Council nomination for DCC Local Networks - to be completed by the Clerk – Fill in form ; and
- The nominee must provide a 200 word statement which will be used if an election is necessary. Nominee's Statement for Parish/Town Councillor position on DCC Local Networks – Fill in form

This is what will happen after Tues 17th Nov 2026:

Where only 1 candidate	The candidate will be put forward to DCC as the relevant town or parish council rep
Where >1 candidate	An election will take place. We at CDALC will set up electronic voting arrangements to send out w/b 23rd Nov 2026 with a closing date for councils of 31st Jan 2027. The candidate with the most votes wins. If there is a tie, it will be decided by lot and we will arrange for this to take place in person, at which the candidates can attend.
Where >1 candidate - All councils in each LN area will be eligible to one vote, for whichever elections ensue ie a parish council can vote for the town council reps, and vice versa.	

Important information about nominations

- Positions will be for 2 years and with the first tranche to start work early in 2027 and be in post till the May 2029 elections.
- Only one nomination permitted per council
- Town and Parish Councillors may only be on a Stakeholder Panel for one LN at any one time (this would be the scenario where a councillor sits on two councils in different LNs)
- Where a Town/Parish Council boundary straddles more than one LN boundary, the Town/Parish Council may have one councillor sitting on one LN Panel at any one time. This only applies to Etherley and Peterlee, with Peterlee already having the Town Council position on the Horden, Peterlee LN.
- Any Parish or Town Council member who is a County Councillor cannot stand for the Stakeholder Panel. They already have a seat on the Elected Member Panel.
- Town and Parish representatives are not permitted to send a substitute representative if they are unable to attend an LN meeting.

We have been working directly with Peter Garrod, Peter.garrod2@durham.gov.uk, about arranging these appointments. If you've any queries about Local Networks please contact Peter directly whereas contact us at CDALC about the nominations/elections process.

From: General Secretary
Sent: 15 October 2026 10:51
Subject: National Association of Councillors AGM and Conference 20th-22nd November 2026

National Association of Councillors AGM and Conference 20th – 22nd November 2026
At The Station Hotel Carlisle
Local Government Governance

Dear Colleagues,

The NAC AGM will be held at the above venue on Saturday 21 st November 2026 at 9.45am. During that weekend we shall also be holding our annual conference. This conference is designed to support councillors in understanding the structures, responsibilities and principles that underpin lawful, transparent and accountable council decision making. This conference will provide a useful basis for discussion, learning and the continued promotion of high standards in public office. We would welcome the National Association of Councillors' delegates to support wider awareness of effective governance among elected members.

This conference is suitable to councillors from all tiers of local government.

The hotel has been used many times by the NAC and is next to the railway station, and has good transport links.

Yours faithfully,