

HORDEN PARISH COUNCIL
Minutes of Meeting held 2nd October 2008

Present: Councillor J White (Chairman)
 Councillors R Brown, J Clark, M Clark, E Connor, W Hill, T Jones, G Lavery, D Maddison,
 G Patterson, G Phillips, M Robinson, W Smith and E Wood

Staff: Mrs S J Shippen (Clerk), Mrs G M Crute (Admin & Finance Officer), Mr J Bush (Parks &
 Cemetery Manager).

Also present: PC G Davies and PC C Fixter

HPC **Apologies for Absence.**

08/09/86 **RESOLVED:** Apologies RECEIVED and approved for Councillor G Jones.

HPC **Minutes of the Meeting of Horden Parish Council held 4th September 2008 and 10th**
08/09/87 **September 2008**

RESOLVED: That the minutes be confirmed as a correct record to be signed by the
 Chairman.

HPC **Matters Arising – Clerk’s Report.**
08/09/88 **4th and 10th September 2008**

P&C 08/09/20

Cricket Wicket – The Clerk advised that the club have a
 very low balance and fundraising would be the only
 possibility.

P&C 08/09/25

HCW AFC Floodlights – The Clerk advised an application
 had been made to the Football Foundation.

P&C 08/09/26

Cemetery Water Problem – The Clerk advised there was
 no contribution forthcoming. A work order had been placed.

P&C 08/09/29

Small Van – The Clerk advised that a van had been
 purchased.

F&GP 08/09/58

HCW AFC – A quotation had been received for £10,372.
 The Parish Council’s contribution will be £2593.

HPC 08/09/81

Complaint – Mrs Barnett had advised the Clerk that she did
 not receive an acknowledgement.

RESOLVED: That the information be NOTED.

HPC **Items Tabled for Information.**
08/09/89 District of Easington

Meeting of the Tidy Easington District Committee –
 Wednesday 10th September 2008

Meeting of the Audit Committee – 11th September 2008

Meeting of the Regeneration Services Scrutiny Committee –
 15th September 2008

Meeting of the Community Services Scrutiny Committee –
 16th September 2008

Meeting of the Resources Scrutiny Committee – 16th
 September 2008

Meeting of the Executive – 23rd September 2008

Extraordinary Meeting of the District Council – 30th
 September 2008

Meeting of the District Council – 2nd October 2008

Peterlee Mall

“Show a Success Despite Weather” – Friday 29th August 2008

“Outdoor Booze Ban is Launched” – Friday 29th August 2008

“Kids Kitted out thanks to Dennis” – Saturday 30th August
 2008

“Man Admits to Bus Row Killing” – Thursday 4th September
 2008

“It’s another Fun Day Step Back in Time” – Friday 12th
 September 2008

“Awards Haul for Action Group” – Saturday 13th September
 2008

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"Witness Appeal After Main is Robbed of Wallet" – Saturday 13th September 2008

"Horden Welfare Park Heritage Event" – Tuesday 16th September 2008

"Our Garden Now Looks Bloomin' Marvellous" – Monday 22nd September 2008

Sunderland Echo

"Parks Flag up their Success" Monday 1st September 2008

North East War Memorial Project – Summer 2008

Horden Regeneration Partnership Meeting – 9th September 2008

Durham Rural Community Council – Community News – Autumn 2008

BSF Direct – Issue 6

CPRE Overview – Autumn 2008

Journal of the ICCM – Autumn 2008-09-25

Municipal Journal – 04.09.08; 11.09.09; 18.09.08; 25.09.08

Skillspledge – No. 1

LGE – Advisory Bulletin

Clerks & Councils Direct September 2008

News and Views – Autumn 2008

RESOLVED: The information be RECEIVED by the Council.

HPC

Police Report.

08/09/90

The Chairman welcomed PC G Davis and PC C Fixter to the meeting who reported on incidents covering 5th September to 1st October 2008.

Recorded incidents in Horden	340
Burglary Dwellings	10
Burglary	4
Vehicle Crime – theft of	7
Vehicle Crime – theft from	6
Thefts	15
Rowdy, Nuisance Behavior	78
Criminal Damage	12

RESOLVED: That the information given be NOTED.

HPC

Public Participation.

08/09/91

There were no members of the public present.

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PARKS AND CEMETERY COMMITTEE
Minutes of Meeting held 2nd October 2008

Present: Councillor E Connor (Chairman)
 Councillors R Brown, J Clark, M Clark, E Connor, W Hill, T Jones, G Lavery, D Maddison,
 G Patterson, G Phillips, M Robinson, W Smith, J White and E Wood

Staff: Mrs S J Shippen (Clerk), Mrs G M Crute (Admin & Finance Officer), Mr J Bush (Parks & Cemetery Manager).

Apologies: Councillor G Jones

P&C **Parks & Cemetery Manager's Report.**

08/09/32 The report previously circulated covered the period 25th August to 21st September 2008. The Parks and Cemetery Manager gave details to members painting work to the fence at the cemetery which could be undertaken by the National Probation Service there would be no cost to the Parish Council except for the purchase of materials.

RESOLVED: That:-

- i) the information given, be NOTED;
- ii) the National Probation Service undertake the painting work to the Cemetery fence as identified by the Parks and Cemetery Manager;
- iii) a letter of thanks be sent to Mr Graham for his help in purchasing the new Council van.

P&C **Damage/Incident Reports.**

08/09/33 The Clerk advised Members of the following damage/incident reports:-
 Damage 07.09.08 – 2 Information signs taken from benches and benches rocked
 08.09.08 loose from fittings in Welfare Park. Signs to be located and
 benches rebolted. Police Informed.

RESOLVED: The reports be NOTED.

P&C **Annual Report – Green Leaf Cafe.**

08/09/34 Consideration was given to the report submitted. Members requested that a copy of the agreement be made available for the next meeting and that the Clerk be given delegated authority to deal with the issue of extended opening times.

RESOLVED:

- i) that the information given be RECEIVED;
- ii) the Clerk be given delegated authority to deal with extended opening times.

P&C **Horden CW Cricket Club.**

08/09/35 The Clerk advised on correspondence received from the Cricket Club requesting the Council's permission to refurbish one of the old dressing rooms to provide a tuck shop.
RESOLVED: That the Parks and Cemetery Manager be given delegated authority to look at a way to facilitate this request with the possibility of purchasing a gazebo.

P&C **Welfare Park Footpath**

08/09/36 a) The Clerk advised that following a meeting held with RFU Horden Rugby Club were still on the list for pitch improvements. The Clerk was to have a meeting with the Sports Development Unit at the District Council to discuss this issue and look at funding.

RESOLVED: That the information given be NOTED.

b) The Clerk had contacted a number of companies to obtain a quotation for repair/resurface to the Welfare Park Footpath. Only one quotation had been received to date.

RESOLVED: That this item be discussed further at the November Parish Council meeting.

c) **RESOLVED:** That an action plan be considered at the next meeting.

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FINANCE AND GENERAL PURPOSES COMMITTEE
Minutes of Meeting held 2nd October 2008

Present: Councillor J Clark (Chairman)
 Councillors R Brown, M Clark, E Connor, W Hill, T Jones, G Lavery, D Maddison,
 G Patterson, G Phillips, M Robinson, W Smith, J White and E Wood

Staff:
 Mrs S J Shippen (Clerk), Mrs G M Crute (Admin & Finance Officer)

Apologies: Councillor G Jones

F&GP **Parish Council Financial Status – Bank Balances.**

08/09/67 The Clerk reported the bank balances as at 30/09/2008 being £508,084.22
RESOLVED: That the information be NOTED.

F&GP **Income and Expenditure Report to 31/08/2008**

08/09/68 The report had been previously circulated.
RESOLVED: That the report be NOTED.

F&GP **Cash Cheques.**

08/09/69 The Clerk requested that a cash cheque totaling £280 (£200 Admin, £50 SWC and £30 Cemetery petty cash) be endorsed for payment.
RESOLVED: To ENDORSE cheques for payment.

F&GP **Bank Transfer.**

08/09/70 The Clerk informed Members that the transfer for September was £23,616.46.
RESOLVED: To ENDORSE transfers.

F&GP **Invoices for endorsement for payment**

08/09/71 **RESOLVED:** To ENDORSE the following invoices for payment:

SUPPLIER	DATE	DESCRIPTION	AMOUNT
AAT	26.09.08	AAT Student Membership	96.00
Anne Lee Fancy Dress	14.09.08	Fancy Dress Hire Heritage Day	25.00
BPP Learning	26.09.08	Books for AAT Course	40.20
British Gas	03.09.08	Electricity – Memorial Park	7.10
British Gas	03.09.08	Electricity - Cemetery	42.26
British Gas	03.09.08	Electricity – Sunderland Road	129.56
British Gas	03.09.08	Electricity – Community Pavilion	19.72
British Gas	03.09.08	Electricity - SWC	329.79
British Gas	03.09.08	Electricity – Welfare Ground	1695.07
British Gas	03.09.08	Electricity – Welfare Ground	-1695.08
British Gas	12.09.08	Electricity – Welfare Ground	-71.69
British Gas	03.09.08	Electricity – Works Building/Green Leaf	237.16
British Gas	03.09.08	Electricity - HCWAF	25.33
British Gas	03.09.08	Electricity – Welfare Ground	-19.72
British Gas	03.09.08	Electricity – Welfare Ground	90.36
Trevor Carroll	14.09.08	Fairground Organ & Shuggy Boats	200.00
Church Action on Poverty	17.09.08	Participatory Budgeting Conference	200.00
Co-Operative Bank	01.09.08	Bank Charges	43.02
District of Easington	29.09.08	Machine Repairs	856.93
East Durham & Houghall Col	18.09.08	Course Fees AAT	366.00
Eden Fancy Dress	11.09.08	Fancy Dress Hire Heritage Day	205.00
Gems Hygiene	04.09.08	Glass Wash Detergent & Rinse Aid	261.73
Harbo Electrical	02.06.08	Weatherproof Lightbulbs	35.25
Homecare	25.09.08	Putty/Sand/Paint/Brushes	17.58
In-Bev	25.09.08	Bar Supplies	854.73
Innerglass	05.09.08	Cleaning Supplies	62.91
Innerglass	04.09.08	Cleaning Supplies	3.20
ITC Service Ltd	31.08.08	August Static Service	41.13
Jim Appleby	27.09.08	Photos in Bloom Presentation	24.68
JDG Cars	19.09.08	Council Van and Road Tax	3736.00
Mark Ferguson	30.09.08	Repairs Main Hall Floor	1055.81
Mark Ferguson	30.09.08	Repairs Toilet SWC	73.02
Mark Ferguson	30.09.08	Replace Door Casing SWC	196.45
Mark Ferguson	30.09.08	Service Boiler Cem Lodge	123.38
Mark Ferguson	26.09.08	Water Heater	409.90

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Mark Ferguson	30.09.08	Install Earth Bonding Gas Meter	54.32
Mastercopy	16.09.08	Cost per copy	59.98
NEREO	17.09.08	CRB Checks x 2	83.76
North East Ironcraft	03.09.08	2 x Park Benches	458.25
NTE Ltd	01.09.08	Phone Maintenance	14.53
Paul Helmsley	26.09.08	Face Painting – Heritage Day	75.00
Richardsons Garden Centre	02.06.08	Fertilizer	47.88
Proludic	29.09.08	Playground Equipment Spares	351.81
Rigby Taylor	19.09.08	Top Dressing & Grass Seed	297.00
Shell	17.09.08	Fuel	314.21
Shell	02.09.08	Fuel	393.18
Sisis Equipment	10.09.08	Tenslon Spring	7.22
St Johns Ambulance	24.09.08	1 st Aid Cover – Heritage Day	45.82
Treasured Memories	19.09.08	Memorial Wall Plaque	70.50
Uniforms UK	28.08.08	Clothing	603.62
Upnorth Cooling	24.09.08	Call out fee	47.00
Viking Direct	05.09.08	Stationery/Stamps	155.38
Viking Direct	22.09.08	Stationery	54.33
Vodafone	12.09.08	Mobile Phones	78.34
XE UK	09.09.08	Magic Shows Heritage Days	160.00

Invoice Total

£10313.16

F&GP

Members/Officers Allowances.

08/09/72

The Clerk advised that she had submitted a claim for travel expenses for £945.39.

RESOLVED: That the £945.39 travel expenses be APPROVED for payment.

F&GP

Social Welfare Centre Sub-Committee Meeting held 25th September 2008

08/09/73

RESOLVED: that

- a) the minutes be APPROVED.
- b) SWC/08/09/35 – be APPROVED.
- SWC/08/09/36 – be APPROVED with the inclusion of Councillors M Robinson and G Patterson on the Events Management Team.
- SWC/08/09/37 – be APPROVED.
- SWC/08/09/38 – be APPROVED.
- SWC/08/09/39 – be APPROVED.
- SWC/08/09/40 – be APPROVED.
- SWC/08/09/41 – be APPROVED.
- SWC/08/09/42 – be APPROVED.
- SWC/08/09/43 – be APPROVED.

F&GP

Audit of Accounts for Year Ended 31/03/08.

08/09/74

The Clerk reported the completion of Audit and there were no matters arising.

RESOLVED: To APPROVE the completion of Audit.

F&GP

Mobile Phones

08/09/75

The Clerk advised Members on a new mobile phone plan which would give three additional phones with free calls between these numbers and 500 shared minutes at a cost of £90 per month which be a slight increase on the current monthly payment. Additional phones could be included at a cost of £12.00 per month. There would be an extra cost for sequential numbers.

RESOLVED: that this new contract be entered into with an additional phone to be used by the Clerk and sequential numbers be purchased at the discretion of the Clerk.

F&GP

Participatory Budgeting.

08/09/76

The Clerk advised on an opportunity to take part in participatory budgeting pilot scheme and suggested a working group be set up to look at potential schemes.

RESOLVED: That a Working Group comprising of Councillors J Clark, J White, T Jones, W Smith and G Patterson be set up to look at schemes for participatory budgeting.

F&GP

DRCC Autumn Meeting.

08/09/76A

The Clerk advised that the above meeting was to be held at Wolsingham on Thursday 16th October 2008.

RESOLVED: That Councillor J Clark attend the meeting.

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F&GP
08/09/77

Haswell and District Mencap Society

The Clerk advised on an invitation to attend the Carol Service on Saturday 13th December 2008 at Durham Cathedral.

RESOLVED: That Councillor G Patterson and guest attend and Councillor Patterson Inform the Admin and Finance Officer of the name of his guest.

F&GP
08/09/78

East Durham Celebration of Enterprise Awards and Dinner

The Clerk advised on an invitation that had been received to attend the above event on Wednesday 22nd October 2008 at Shotton Hall.

RESOLVED: That Councillors M Robinson and G Phillips attend on the Parish Council's behalf.

F&GP
08/09/79

Durham Heritage Coast Annual Coastal Forum 2008

The Clerk gave details of the above event to be held on Thursday 16th October 2008 at Hartlepool Borough Hall.

RESOLVED: That

- a) No-one was available to attend;
- b) As there was no-one available to attend no contribution to the soapbox could be made;
- c) There was no nomination for the Steering Group.

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FULL PARISH COUNCIL
Minutes of Meeting held 2nd October 2008

Present: Councillor J White (Chair)
 Councillors R Brown, J Clark, M Clark, E Connor, W Hill, T Jones, G Lavery, D Maddison,
 G Patterson, G Phillips, M Robinson, W Smith and E Wood

Staff: Mrs S J Shippen (Clerk), Mrs G M Crute (Admin & Finance Officer)

Apologies: Councillor G Jones

- HPC** **DCC Cabinet Decision – Area Action Partnerships**
08/09/92 The Clerk advised Members on the decision made by Durham County Council's Cabinet to have one area action partnership for Easington.
RESOLVED: That the Clerk write to the Leader and Chief Executive of the County Council expressing the Parish Council's disappointment with the decision.
- HPC** **Northumbria in Bloom**
08/09/93 The Clerk advised Members on the awards that had been received for Horden and the outstanding contribution award which was received by Carol Rowe.
RESOLVED: That information given, be NOTED.
- HPC** **St Mary's Church Yard – Old Cemetery**
08/09/94 Councillor Lavery gave details of improvement works to the old cemetery at St Mary's Church Yard, however, he felt that the condition of the gates needed addressing.
RESOLVED that:
 i) the information given, be NOTED
 ii) the Clerk write to Stuart Clasper regarding the condition of the gates.
- HPC** **Horden Regeneration Partnership**
08/09/95 The Clerk advised that the Partnership are investigating the possibility of obtaining additional planters and had enquired whether the Parish Council would insure these planters.
RESOLVED: To insure the additional planters on public liability.
- HPC** **NALC Larger Local Council's Committee**
08/09/96 The Clerk requested members give consideration to a nomination of a Parish Councillor on the NALC Larger Local Councils Committee.
RESOLVED: That any Member wishing to be nominated advise the Admin and Finance Officer prior to the deadline of 16th October 2008.
- HPC** **Freedom of Information Request from Mrs P Barnett**
08/09/97 The Clerk advised on correspondence received from Mrs Barnett requesting information under the Freedom of Information Act. The Clerk had responded to Mrs Barnett advising her that the information she requested was information that was available to the public and she had supplied this information to her.
RESOLVED: That the actions of the Clerk be ENDORSED.
- HPC** **NHS Constitution**
08/09/98 The Clerk advised on a leaflet which had been received regarding the NHS Constitution.
RESOLVED: That the information given, be NOTED.
- HPC** **Arriva Buses**
08/09/99 Councillor Wood advised on complaints she had received regarding the recent changes to the bus services. The Clerk advised on information received from Arriva.
RESOLVED:
 i) The Clerk write to Arrive requesting that the 230 service is reinstated and express the Parish Council's disappointment with the lack of consultation with members of the public;
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- ii) The Clerk also write to Durham County Council regarding the withdrawal of the 230 service and request that this route be subsidised as it is an essential route for people attending Hartlepool Hospital.

HPC **Newsletter**

08/09/100 The Clerk advised that she had not received any articles for the newsletter which should have been submitted by the end of August.

RESOLVED: That articles be written by the Parks and Cemetery Manager, Councillor T Jones and Councillor J White.

HPC **Exclusion of the Press and Public**

08/09/101 As the matter to be discussed concerned staff wages, the Clerk requested an exclusion of press & public.

RESOLVED: That the press & public be excluded in accordance with the Public Bodies (Admissions to Meetings) Act 1960.

HPC **Pay Award 2008**

08/09/102 The Clerk advised that there had been no correspondence received from staff to date regarding the pay award. The Clerk gave details of a letter received from the Cemetery and Parks Team Leader.

RESOLVED:

- i) That information given, be NOTED.
- ii) The Clerk look at the financial implications of increasing the pay grade for the Cemetery and Parks Team Leader and bring this information back to the next meeting.

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PARKS AND CEMETERY COMMITTEE
Minutes of Re-Convened Meeting held 6th October 2008

Present: Councillor E Connor (Chairman)
 Councillors J Clark, M Clark, E Connor, T Jones, G Patterson, W Smith and E Wood

Staff: Mrs S J Shippen (Clerk), Mrs G Crute (Admin & Finance Officer)

Apologies: Councillors R Brown, G Jones, G Lavery, D Maddison, G Phillips, M Robinson and J White

P&C **National Tree Week 2008.**

08/09/37 The Clerk advised Members on a grant that was available to purchase trees.
RESOLVED: That the Parks and Cemetery Manager apply for a grant.

P&C **District of Easington – The Big Tidy Up 2008.**

08/09/38 The Clerk advised on correspondence received from the District of Easington regarding the Big Tidy Up which had commenced in September.
RESOLVED: That the information be NOTED and considered at a meeting of the Parish Council in February 2009.

P&C **ICCM AGM and Members Day 2008.**

08/09/39 The Clerk advised of the above event which was to be held at Hellidon Lakes Hotel, Banbury on Wednesday 12th November 2008.
RESOLVED: That no-one was available to attend.

P&C **Whippet Club**

08/09/40 The Clerk advised on correspondence received from the Whippet Club.
RESOLVED: That no fee reduction or donation be given.

P&C **ROSPA Play Safety Inspection Report.**

08/09/41 The Clerk advised on the ROSPA Play Safety Inspection report which had been received in the summer. There had been some medium/low risks identified which had now been resolved.
RESOLVED: That the information given, be NOTED.

P&C **Aeroplane Fairground Ride**

08/09/42 The Clerk advised Members on the opportunity to purchase an Aeroplane Fairground Ride at a cost of £900. The ride has been hired by the Parish Council at numerous events and had always proved a big success with younger children.
RESOLVED: That the Parish Council make an offer of £700 to purchase the ride.

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FINANCE AND GENERAL PURPOSES COMMITTEE
Minutes of the Re-Convened Meeting held 6th October 2008

Present: Councillor J Clark (Chair)
 Councillors M Clark, E Connor, T Jones, G Patterson, W Smith and E Wood

Staff: Mrs S J Shippen (Clerk), Mrs G Crute (Admin & Finance Officer)

Apologies: Councillors R Brown, G Jones, G Lavery, D Maddison, G Phillips, M Robinson and J White

F&GP **National Association of Councillors – Communities in Control – Real People Real**
08/09/80 **Power Conference**

The Clerk advised on the above Conference which was to be held in Bournemouth on Friday 10th October to Sunday 12th October 2008.

RESOLVED: That no-one was available to attend.

F&GP **Essex Works – National Conference on Post Offices**
08/09/81

The Clerk advised on the above Conference which was to be held at Stanstead Airport on Thursday 23rd October 2008.

RESOLVED: That no-one was available to attend.

F&GP **Request for Donation – Mayor’s Charity Ball – Peterlee Town Council**
08/09/82

The Clerk advised a request received for a donation to the Mayor’s Charity Ball at Peterlee Town Council.

RESOLVED: That the Parish Council donate a bottle of spirit.

F&GP **Thank You Letter – Citizens Advice Bureau**
08/09/83

The Clerk read out a letter received from the Citizens Advice Bureau thanking the Parish Council for their recent donation.

RESOLVED: That the letter be displayed on the noticeboard.

F&GP **Proposed Planning Applications**
08/09/84

Councillor E Connor declared an interest on the grounds that she is a Member of the District of Easington Development Control Sub-Committee.

- PLAN/2008/0521 – Proposed Replacement Garage at 67 Rosedale Terrace, Horden from Mrs J Mills
- PLAN/2008/0522 – Proposed Pitched Roof at Unique Hairdressers, Sunderland Road, Horden for Mrs J Cram
- PLAN/2008/0533 – Proposed Boundary Fence (Retrospective) at 24 Woodland Avenue, Horden for Mr F Elahi
- PLAN/2008/05689 – Proposed Kitchen and Bathroom Extension, Front Bow Windows and Rebuilding of Garage at 5 Gayfield Terrace, Horden for Miss M Mitchinson
- PLAN/2008/0571 – Proposed Conservatory at 1 Marlborough Crescent, Horden for Mr Clark

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