

HORDEN PARISH COUNCIL
Minutes of Meeting held 5th June 2008

Present: Councillor J White (Chairman)
 Councillors M Clark, E Connor, G Jones, T Jones, G Lavery, M Robinson, G Phillips and E Wood

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

Also present: Mr J Barnett and PC G Davies

HPC 08/09/40 **Apologies for Absence.**
RESOLVED: Apologies RECEIVED and approved for Councillors R Brown, J Clark, W Hill, D Maddison, G Patterson and W Smith

HPC 08/09/41 **Minutes of the Annual Meeting of Horden Parish Council held 8th May 2008**
RESOLVED: That subject to the inclusion of Councillor W Hill in the list of Members present. The minutes be confirmed as a correct record.

HPC 08/09/42 **Minutes of the Horden Parish Council Meeting held 8th May 2008.**
RESOLVED: The minutes be confirmed as a correct record to be signed by the Chairman subject to the following alterations; Councillor W Hill to be included in the list of Members present; the invoices for endorsement be altered to those approved for the April meeting 2008; the date of the Finance and General Purposes Committee be altered to 8th May 2008.

HPC 08/09/43 **Matters Arising – Clerk’s Report.**
8th May 2008

P&C 08/09/05	Station Road Allotments – Negotiations with the National Trust were ongoing.
P&C 08/09/06	Park House – An application had been submitted to Warm Front by Mr W Rudkin.
HPC 08/09/19	Social Welfare Centre Sub-Committee – A nomination has been received from Councillor T Jones for vacant position.
HPC 08/09/37	Cotsford Infants School Council – Letter sent from District of Easington to the school with suggestion of ways to tackle recycling issues.

RESOLVED: That the information be NOTED.

HPC 08/09/44 **Items Tabled for Information.**

District of Easington	Extraordinary Meeting of the Council – 9 th May 2008 Meeting of the Executive – 20 th May 2008 Meeting of the Audit Committee – 22 nd May 2008 Meeting of the Regeneration Services Scrutiny Committee – 2 nd June 2008 Meeting of the Community Services Scrutiny Committee – 3 rd June 2008 Meeting of the District Council – 5 th June 2008
Peterlee Mail	“Ryan’s creating a Bang!” Wednesday 7 th May 2008 “When it’s not rude to point..” – Wednesday 7 th May 2008 “Stop Moto Menace” – Friday 9 th May 2008 “Light Night Rule of Terror” – Monday 12 th May 2008 “Houses Starting to Take Shape” – Tuesday 13 th May 2008 “Masked Raider Robs Bookies” – Tuesday 20 th May 2008 “Comfort for Cancer Victims” – Friday 23 rd May 2008 “Baseball Bat Attack on Man in own Home” Thursday 29 th May 2008

CPRE Overview – Summer 2008
 LGE – Advisory Bulletin – April 2008
 North Peterlee Pathfinder – April 2008
 Horden Regeneration Partnership Management Committee - 17th June 2008
 Environment Agency – Water Resources Act 1991
 Clerks & Councils Direct – May 2008
 County Durham Link – Update – April 2008
 CDALC – Executive Committee – 4th June 2008
 Durham County Council – Primary Strategy for Change
 Horden & Easington Collery Regeneration Partnership – 2007/2008 Annual Report

RESOLVED: The information be RECEIVED by the Council.

**HPC
08/09/45**

Police Report.

The Chairman welcomed PC G Davies to the meeting who reported on incidents covering

Recorded incidents in Horden	298
Burglary Dwellings	4
Burglary	0
Vehicle Crime – theft of	1
Vehicle Crime – theft from	8
Thefts	22
Rowdy, Nuisance Behavior	66
Criminal Damage	19

Councillor G Phillips expressed concerns regard problems of anti-social behaviour and drug taking at the Multi-Use Sports Amenity at Cotsford Park.

Councillor E Connor raised the issue of parking on the “keep clear signs” at Cotsford Lane and also complaints that had been received regarding anti-social behaviour and noise nuisance at The Bell Hotel.

PC Davies advised he would look into the issues raised.

RESOLVED: That the information given be NOTED.

**HPC
08/09/46**

Public Participation.

Mr J Barnett raised the following:-

- i) His thanks to staff and Councillors who were in attendance at the Resident’s Association Open Day; and the helpful attitude of the SWC staff in general.
- ii) The recent vandalism to the Social Welfare Centre Building and the possibility of installing CCTV as a preventative measure.
- iii) The smoking related litter in the Social Welfare Centre car park.

The Clerk advised that in relation to ii) she was awaiting a visit from the Crime Prevention Officer. Also in relation to iii) she had spoken to the SWC Supervisor and Assistant Caretaker.

PARKS AND CEMETERY COMMITTEE
Minutes of Meeting held 5th June 2008

Present: Councillor E Connor (Chairman)
 Councillors M Clark, G Jones, T Jones, G Lavery, M Robinson, G Phillips, J White and E Wood

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

Also Present: Mr J Barnett

Apologies: Councillors R Brown, J Clark, W Hill, D Maddison, G Patterson and W Smith

P&C **Parks & Cemetery Manager's Report.**
08/09/08

The report previously circulated covered the period 28th April to 25th May 2008. Concern was expressed at the amount of anti-social behaviour in Memorial Park and it was suggested that a leaflet drop be made in the surrounding streets advising residents of relevant contact numbers in case of any incidents. The condition of the toilets at the cemetery was raised and the Clerk advised Members that most cemeteries did not have toilet facilities and that these were checked on a regular basis. The Clerk advised that there had been an increased problems with the roof at the Sunderland Road Pavilion due to heavy rain.

RESOLVED: That

- i) the report be noted;
- ii) the Parks and Cemeteries Manager arrange for a leaflet drop at the areas surrounding Memorial Park;
- iii) the Parks and Cemeteries Manager look at the condition of the toilets at the cemetery.

P&C **Damage/Incident Reports.**
08/09/09

The Clerk advised Members of the following damage/incident reports:-

Damage	09.05.08	Graffiti on fence behind Cricket Pavilion. Graffiti removed. Police informed.
Damage	11.05.08	Sunderland Road Play Area. Graffiti on play equipment and benches. Graffiti removed. Police informed.
Damage	13.05.08 - 14.05.08	Social Welfare Centre Car Park. Knee rail outside Football Club knocked out of ground. Loose bar recovered leg to be concreted in and possible welding to bar. Police informed.
Incident	21.05.08	Memorial Park. Youths pulling out bedding plants. Street Wardens had already been contacted and youths moved on. Police informed.
Incident	21.05.08	Welfare Park. Bark Chippings thrown over the paths and flowers pulled out. Police Informed.
Damage	24.05.08	Social Welfare Centre. Two broken glass windows. Glass Cleared up. Police informed.
Damage	26.05.08	Social Welfare Centre. Windows broken in lounge and bottom stairs. Glass cleared up. Police informed.
Damage	27.05.08	Sunderland Road Play Area. Rubber Matting pulled from ground and graffiti in play area. Matting removed. Graffiti to be removed. Police informed.

RESOLVED: The reports be NOTED.

P&C **Sunderland Road Pavilion.**
08/09/10

The Clerk advised that Mr D Robinson was awaiting advice from the District Council on the change of use that would be needed. Work had commenced on the roof repairs to the Pavilion.

RESOLVED: That the information given, be NOTED and an update be given at the next meeting.

P&C **Horden Legion FC**
08/09/11 The Clerk advised the pitch fees for the year 2007/08 had not be made by the Horden Legion FC due to a change of secretary. The new secretary had rang and asked for an extension for payment till the end of June.
RESOLVED: That the extension for payment be AGREED.

P&C **Horden Bowls Club.**
08/09/12 The Clerk advised on a meeting with the Bowls Club and Vince Clements of CISWO, with regard to further improvements the Bowls Club is considering making ie the installatlon of hot water/heating system and new kitchen. The Clerk advised the Bowls Club on the procedure to be taken in line with Council policy and would continue to support the Club where necessary.
RESOLVED: that the information given be NOTED.

FINANCE AND GENERAL PURPOSES COMMITTEE
Minutes of Meeting held 5th June 2008

Present: Councillor G Phillips (Chairman)
 Councillors M Clark, E Connor, G Jones, T Jones, G Lavery, M Robinson, J White and E Wood

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

Also Present: Mr J Barnett

Apologies: Councillors R Brown, J Clark, W Hill, D Maddison, G Patterson and W Smith

F&GP 08/09/18 **Parish Council Financial Status – Bank Balances.**
 The Clerk reported the bank balances as at 31/05/2008 being £430,475.08.
RESOLVED: That the information be NOTED.

F&GP 08/09/19 **Income and Expenditure Report to 31/03/2008 (Final)**
 The report had been previously circulated.
RESOLVED: That the report be NOTED.

F&GP 08/09/20 **Cash Cheques.**
 The Clerk requested a cash cheque totaling £380 for April (£200 Admin, £150 SWC and £30 Cemetery) be endorsed for payment.
RESOLVED: To ENDORSE cheque for payment.

F&GP 08/09/21 **Bank Transfer.**
 The Clerk informed Members that the transfer for May being £35,062.92
RESOLVED: To ENDORSE transfers.

F&GP 08/09/22 **Invoices for endorsement for payment**
RESOLVED: to APPROVE the following invoices for payment:

SUPPLIER	DATE	DESCRIPTION	AMOUNT
Bev Thompson	30.05.08	Internal Audit	440.00
British Gas	06.05.08	Electricity – Memorial Park	6.47
British Gas	06.05.08	Electricity - Cemetery	22.28
British Gas	06.05.08	Electricity – HCW AFC	15.13
British Gas	06.05.08	Electricity – Sunderland Road	10.02
British Gas	06.05.08	Electricity – Community Pavilion	14.22
British Gas	06.05.08	Electricity – SWC	293.64
British Gas	06.05.08	Electricity – Welfare Ground	15.14
British Gas	06.05.08	Electricity – Works Building/Green Leaf	155.49
British Telecom	14.05.08	Telephone – Admin	298.73
British Telecom	14.05.08	Telephone – SWC Lift	48.89
British Telecom	14.05.08	Telephone - Cemetery	54.95
British Telecom	14.05.08	Telephone – Memorial Park	55.89
British Telecom	14.05.08	Internet	48.89
BNP Paribas	12.05.08	Photocopier Rental	371.59
Co-op	02.06.08	Bank Charges - May	33.12
District of Easington	03.06.08	Machine Repairs	268.10
DTW	15.05.08	Staff Clothing	32.37
Haswell & District Mencap	23.05.08	Buffet	63.00
Homecare	29.05.08	DIY Goods	18.63
In-Bev	23.05.08	Bar Supplies	130.50
In-Bev	23.05.08	Bar Supplies	1427.45
Mark Ferguson	04.05.08	Install New Boiler – S'land Road Bung	3199.36
Mark Ferguson	28.05.08	Board up Windows SWC	327.41
Mark Ferguson	05.06.08	Service Boiler Welfare House	111.63
Mark Ferguson	05.06.08	Water Leak – Cricket Club	141.00
Mastercopy	14.05.08	Cost per Copy	52.58
Maxwells	31.05.08	Hose Clips	3.15
NEREO	18.03.08	Facilitation Skills	123.38
Network Rail	21.05.08	Water Pipe	25.30
NTE Limited	01.06.08	Telephone Maintenance - June	14.53
PATS Autos	13.05.08	MOT Pick-up/Repairs	220.00
Playdale	14.05.08	Play Equipment Spares	29.38
Protec	30.05.08	Safety Boots	29.30
Rickerbys	31.05.08	Iseki Tractor Repairs	548.71

Service Direct - DCC	30.05.08	Service of Lift SWC	52.38
Shell	02.05.08	Fuel	193.77
Shell	17.05.08	Fuel	346.89
South Durham Refrigeration	06.05.08	Repairs to Cellar Cooling	81.08
Sportlands Ltd	16.05.08	Dressing/Seed	3468.56
Steadfast Security	13.05.08	Annual Alarm Maintenance SWC	101.05
Vodafone	14.05.08	Mobile Phones	78.49
Viking	14.05.08	Stationery	93.35
Viking Direct	03.06.08	Stationery	53.77
Wilf Husband	28.05.08	Top Soil - Park	131.60
Wilf Husband	28.05.08	Top Soil - Cemetery	131.60
Zurich Municipal	08.05.08	Advisory Service	158.63

Invoice Total **£13541.40**

Members/Officers Allowances.

F&GP
08/09/23

The Clerk advised that Councillors G Lavery and D Maddison had submitted their participation allowance and the Clerk had submitted her mileage claim.

RESOLVED: that the participation allowances and mileage claim totaling £1195.64 be APPROVED for payment.

F&GP
08/09/24

Minutes of the Social Welfare Centre Sub-Committee held 22nd May 2008

RESOLVED: that

- a) the minutes be APPROVED.
- b) SWC/08/09/005 - be APPROVED.
SWC/08/09/006 - be APPROVED.
SWC/08/09/008 - RECOMMEND not to agree but will increase in line with Stocktaker report.
SWC/08/09/009 - be APPROVED.
SWC/08/09/010 - be APPROVED.
SWC/08/09/011 - be APPROVED.
SWC/08/09/012 - be APPROVED.
SWC/08/09/013 - be APPROVED.
SWC/08/09/014 - be APPROVED.
SWC/08/09/015 - be APPROVED.
SWC/08/09/016 - be APPROVED.

F&GP
08/09/25

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

- a) **Internal Auditors Report** - A copy of the report had been previously circulated to all Members. **RESOLVED** that the reported be NOTED.
- b) **Statement of Accounts** - A copy of which had been previously circulated to all Members. **RESOLVED** that the information given be APPROVED.
- c) **Annual Governance Statement** - A copy of which had been previously circulated to all Members. **RESOLVED** that the information given be APPROVED.
- d) **Earmarked Reserves** - A copy of which had been previously circulated to all Members. **RESOLVED** that the information given be APPROVED
- e) **Details of Grants** - A copy of which had been previously circulated to all Members. **RESOLVED** that the information be NOTED.

F&GP
08/09/26

Travel Allowances

The Clerk advised that previous legislation had prevented payment to Members for mileage within the Parish Area and that due to a change in legislation payment could now be made. This would require a change to Council policy.

RESOLVED: that the mileage payable policy not be altered.

F&GP
08/09/27

Payments to Co-Opted Members.

The Clerk advised on regulations that allowed participation allowances to be made to Elected Members and not Co-opted Members.

RESOLVED: That the information be NOTED.

F&GP
08/09/28

NEREO - Managing Asbestos

The Clerk gave details of an event on Managing Asbestos to be held on Thursday 29th June 2008 at North Tyneside Business Centre, North Shields.

RESOLVED: That no-one was available to attend.

- F&GP**
08/09/29 **County Durham Primary Care Trust**
The Clerk gave details of a Conference for Key Local Stakeholders to be held on Friday 13th June 2008.
RESOLVED: That no-one was available to attend.
- F&GP**
08/09/30 **University of Gloucestershire/SLCC Summer Seminars**
The Clerk gave details of SLCC Summer Seminars and ILCM day to be held Tuesday 8th July to Thursday 10th July 2008.
RESOLVED: That the Clerk be authorised to ATTEND.
- F&GP**
08/09/31 **Request for Donation – Horden Banner Committee**
Councillor E Connor declared an interest in this matter as she is a member of Horden Banner Committee. The Clerk declared an interest in this matter as she is the Treasurer of Horden Banner Committee.
The Clerk read out correspondence received from Horden Banner Committee requesting a donation.
RESOLVED: That a donation of £200 be APPROVED under Local Government Act 1972, S. 137 and a breakdown of their account be requested.
- F&GP**
08/09/32 **Request for Funding**
- a) **Healthworks Young People Pilot**
The Clerk gave details of the above scheme and the limited attendance of young people from the Horden area.
RESOLVED: That no funding be given.
- b) **Hartlepool and District Hospice**
The Clerk gave details of correspondence received from Hartlepool and District Hospice requesting a donation.
RESOLVED: That a donation of £250 be APPROVED under Local Government Act 1972, S.137.
- F&GP**
08/09/33 **Proposed Planning Applications**
Councillor E Connor declared an interest on the grounds that she is a Member of the District of Easington Development Control Sub-Committee. Councillor J White declared an interest in relation the application from Horden Youth and Community Association on the grounds that she is a member of the Committee.
- Easington District – Proposed Formation of Access Gate and Creation of Seating Area – Horden Youth and Community Association, Eden Road, Horden
 - PLAN/2008/0324 – Proposed Kitchen Extension at 4 Culloden Terrace, Horden for Mr D Wood
 - PLAN/2008/0328 – Proposed Single Storey and First Floor Side Extensions at 1 Wraith Terrace, Horden for Mr A Gregory
 - PLAN/2008/0205 – Proposed New Shop Front at 5 Blackhills Road, Horden for Classic Window Systems
- RESOLVED:** That the information be NOTED.

FULL PARISH COUNCIL
Minutes of Meeting held 5th June 2008

Present: Councillor J White (Chair)
 Councillors M Clark, E Connor, G Jones, T Jones, G Lavery, M Robinson, G Phillips and E Wood

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

Also Present: Mr J Barnett

Apologies: Councillors R Brown, J Clark, W Hill, D Maddison, G Patterson and W Smith

HPC 08/09/47 **Minutes of the Annual Assembly held on 7th May 2008**
RESOLVED: That the minutes, be NOTED.

HPC 08/09/48 **Parish Council Newsletter**
 The Clerk advised on the lack of contributions for the Newsletters. Any Member wanting to submit an article for the June issue needed to do so within the next two weeks. Articles for inclusion in the September edition needed to be submitted by end of August and articles for the December edition need to be submitted before the end of November.
RESOLVED: That the information given, be NOTED.

HPC 08/09/49 **Spending Suggestions for 106 Monies**
Councillor E Connor declared an interest on the grounds that she is a Member of the District of Easington Development Control Sub-Committee.
 The Clerk updated Members on this issue and gave costing for the scheme that had been identified. A letter had been received from the District of Easington requesting a response by 18th June 2008.
RESOLVED: That the information given, be NOTED.

HPC 08/09/50 **Social Welfare Centre Minutes**
 The Clerk advised that the SWC Sub-Committee was a Sub-Committee of the Finance and General Purposes Committee and should report back to that Committee. Any change would need to be made through Standing Orders.
RESOLVED: That the information given, be NOTED.

HPC 08/09/51 **Parish Planning**
 The Clerk advised that an article had been placed in the Newsletter about Parish Planning but there had been no response from members of the public. Councillor G Phillips suggested that another article be placed in the next edition of the Newsletter.
RESOLVED: That the information given, be NOTED and that Councillor Phillips write an article for inclusion in the Newsletter.

HPC 08/09/52 **Appointment of Independent Members – Durham Police Authority**
 The Clerk advised on information received from Durham Police Authority regarding appointment of independent members.
RESOLVED: That the Information given, be NOTED.

HPC 08/09/53 **County Durham PCT – Healthworks and It's Services**
 The Clerk advised on information received and invitation extended to Members to visit the Healthworks on the first Wednesday of the month or they would attend a Parish Council meeting if required.
RESOLVED: That the information given, be NOTED.

HPC 08/09/54 **County Durham PCT**
 The Clerk advised on a report received regarding GP Clinics together with a questionnaire and an invitation to take part in a consultation meeting on 18th June 2008 commencing at 6.00 pm at County Hall, Durham.
RESOLVED: That the Clerk complete the questionnaire and no-one was available to attend the meeting.

HPC **District of Easington Core Strategy and Development Management Plan**
08/09/55 **Document**

The Clerk advised Members that she had read the above document and highlighted to Members that Sea View Industrial Estate had been marked as a strategic employment site and that Peterlee and Seaham had been identified as the Town Parks for events. Members support the industrial estate becoming part of a strategic employment site but would felt a request be made to include Horden Welfare Park as one of the Town Parks to host events.

RESOLVED: That the Clerk respond on behalf of the Parish Council.

HPC **Local Government Review**
08/09/56

The Clerk requested Members give consideration to establishing a Sub-Committee of five to deal with Local Government Review.

RESOLVED: That the Sub-Committee consist of Councillor G Phillips, M Robinson, J White and the Clerk.