

HORDEN PARISH COUNCIL
Minutes of Meeting held 5th November 2009

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

Staff: Mr P Davison (Clerk), Mrs G M Crute (Assistant Clerk), Mr J Bush (Parks & Cemetery Manager).

Also present: Inspector P Harrison and PC D Thompson

HPC **Apologies for Absence.**

09/10/124 **RESOLVED:** Apologies RECEIVED and approved for Councillors G Lavery and W Smith

HPC **Minutes of the Meeting of Horden Parish Council held 1st October 2009**

09/10/125 **RESOLVED:** That the minutes be confirmed as a correct record to be signed by the Chairman.

HPC **Matters Arising – Clerk’s Report.**

09/10/126 P&C 09/10/150 **Additional Use of HCW AFC Football Pitch** – the Clerk had written Horden Catholic Boys Club.

F&GP 09/10/73 **Internal Audit Terms of Reference** – The Council’s internal auditor had received a copy of the terms of reference.

F&GP 09/10/78 **Donation; Peterlee Mayor’s Ball** – A bottle of whisky was donated.

HPC 09/10/101 **Members Training** – The training and Development Policy had been amended.

HPC 09/10/115 **Local Councils Charter** – The Clerk had contacted CDALC to pass on the Parish Council’s concerns and collective feedback to Durham County Council.

HPC 09/10/117 **DCLG Draft Policy on Regional Spatial Strategy** – The Clerk had written to the DCLG.

RESOLVED: That the information be NOTED.

HPC **Items Tabled for Information.**

09/10/127 Hartlepool Mail

- “Crimefighter’s Home Vandalised” – Thursday 1st October 2009
- “Putting Brakes On the Rogue Bikers” – Wednesday 7th October 2009
- “£15,000 raised for Kasia’s Charity” – Thursday 8th October 2009
- “Young Mum’s Mystery Death” Friday 9th October 2009
- “The smiling crocodile” Friday 9th October 2009
- “Stepping Out for Tragic Young Mum” – Wednesday 14th October 2009
- “Josh has Tough Acts to Follow” – Wednesday 14th October 2009
- “Crowds Attend Poppy Appeal Launch” – Friday 16th October 2009
- “Empty Club Fails to Sell” – Friday 23rd October 2009
- “Family Grief at Loss of Young Soldier” – Thursday 29th October 2009

The Management Journal – 01.10.09, 08.10.09, 15.10.09, 22.10.09
 Notes of Meeting of Local Councils Co-ordination Group – 10th October 2009
 The County Durham Plan - Local Development Framework, Core Strategy Issues Paper
 October 2009
 Durham County Council Pension Fund – Accounts for the Year Ended 31.03.09
 Durham County Council – Annual Governance Statement, October 2009
 The Link News – September 2009

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HPC**Police Report.****09/10/128**

The Chairman welcomed Inspector P Harrison and PC D Thompson to the meeting who reported on incidents covering 1st October to 4th November 2009.

Recorded incidents in Horden	320
Burglary	6
Vehicle Crime - theft of	2
Vehicle Crime - theft from	1
Thefts	8
Rowdy, Nuisance Behavior	59
Criminal Damage	8

There were also 6 incidents in Grants Houses and 1 Rowdy, Nuisance Behaviour.

Inspector Harrison reported on the recent drugs operation in Horden that involved over 100 officers and resulted in a number of people being charged with drug offences. PC Thompson updated members on actions undertaken from the last meeting in particular there had been a number of shed alarms, property marking equipment and leaflets handed out at Station Road Allotments together with motorcycle leaflet drop in the Emerson Court area.

Councillor Connor expressed her thanks to PC Thompson and PCSO Bowman for their speedy action at Station Road Allotment and for their continued hardwork in the Parish.

HPC**Public Participation.****09/10/129**

There were no members of the public present.

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PARKS AND CEMETERY COMMITTEE
Minutes of Meeting held 5th November 2009

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

Staff: Mr P Davison (Clerk), Mrs G M Crute (Assistant Clerk), Mr J Bush (Parks & Cemetery Manager).

Apologies: Councillors G Lavery and W Smith

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

09/10/161 The report previously circulated covered the period 21st September to 30th October 2009.
RESOLVED: that the information given, be NOTED;

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

09/10/162 The Clerk advised Members of the following damage/incident reports:-

25.09.09	Damage	Dog Waste bin pulled of cricket club wall. Police informed. Bin too damaged to put back.
-		
26.09.09		
28.09.09	Incident	A member of the public reported seeing a male exposing himself in the Welfare Park a name and a description of his dog was given. The Parks staff searched the area whilst doing so a PSCO entered the Park. A man fitting the description was approached by the PCSO and Parks and Playing Fields Supervisor who denied the incident and left the Park. The member of the public who reported the incident didn't leave her details. Police informed.
02.10.09	Incident	Youth found injecting himself in Welfare Park. Youth removed from Park and Police informed.

RESOLVED: that

- i) the reports be NOTED.
- ii) the damage dog bin be replaced on the Cricket Club wall.

P&C **Winter Maintenance Review.**

09/10/163 Members gave consideration to the Winter Maintenance Review Consultation. The Clerk advised that he would be attending a meeting in November with other Town and Parish Council Clerks with Durham County Council with regard to the possible devolution of some of the winter maintenance.
RESOLVED: That the information given, be NOTED.

P&C **HRFC Storage Building.**

09/10/164 Members gave consideration to the request received from Horden RFC to extend the scrum storage building by 8 metres towards the Cricket Clubhouse.
RESOLVED that the Parks and Cemetery Manager look into this matter and report back.

P&C **HCW AFC Floodlights.**

09/10/165 The Clerk advised that the new floodlights had been installed at the football ground. The grant claim had been submitted and once the inspection had been completed then the claim could proceed.
RESOLVED that the information given, be NOTED.

P&C **Chapel of Rest.**

09/10/166 *Councillor E Connor and W Hill declared a personal interest in this matter as they are Members of the Heritage Group.*
 The Clerk advised that a request had been received via the Social Welfare Centre Sub-Committee to use the Chapel of Rest as a Heritage Centre. Members gave careful consideration to the implications of allowing the Chapel of Rest being used for this purpose. Members expressed concern that this area could be consecrated and that permission may be required from the Church Authorities. Councillor Phillips stated that although she supported the idea of a Heritage Centre she felt that the Chapel of Rest was not an appropriate place for it to be sited.

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RESOLVED: that the Clerk requested further details from the Heritage Group.

P&C

09/10/167

Flower Display Request.

Members gave consideration to a request received from 1st Horden Brownies to have a flower display in one of the parks as the Girl Guiding is celebrating it's centenary from 2009/10 and the possible inclusion of an article in the Parish Council's Newsletter.

RESOLVED: that

- i) the Parks and Cemetery Manager contact the Brownies to investigate a possible design and location and report back;
- ii) the Assistant Clerk contact the Brownies regarding the submission on an article for inclusion in the Newsletter.

P&C

09/10/168

Horden In Bloom 2010.

Councillor Hill advised Members that recent entries had been made to Northumbria in Bloom for 2010.

RESOLVED: that

- i) the information given, be NOTED;
- ii) the Clerk request details of future meetings of the In Bloom Committee for himself and the Parks and Cemetery Manager.

P&C

09/10/169

Request for Bench Opposite Thorpe Road Cemetery.

Councillor J Clark requested an update on the request for a bench from the family of Kasia Ber opposite Thorpe Road Cemetery.

RESOLVED: that the Clerk write to the family to see if they still wished a seat be installed in the location.

P&C

09/10/170

Bench Request.

Members gave consideration to a request received for a bench to be placed in Thorpe Road Cemetery close to the graves of two young family members from Miss P Wild.

RESOLVED: that the request be acceded to in line with current Council policy.

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FINANCE AND GENERAL PURPOSES COMMITTEE
Minutes of Meeting held 5th November 2009

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

Staff: Mr P Davison (Clerk), Mrs G M Crute (Assistant Clerk)

Apologies: Councillors G Lavery and W Smith

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

09/10/83 The Clerk reported the bank balances as at 30/10/2009 being £452,564.46
RESOLVED: That the information be NOTED.

F&GP **Income and Expenditure Report to 30/09/2009**

09/10/84 The report had been previously circulated.
RESOLVED: That the report be NOTED.

F&GP **Cash Cheques.**

09/10/85 The Clerk requested cash cheque totaling £320 (£150 Admin, £150 SWC and £20 Cemetery) be endorsed for payment.
RESOLVED: To ENDORSE cheques for payment.

F&GP **Bank Transfer.**

09/10/86 The Clerk informed Members that the transfer for October was £38,399.19
RESOLVED: To ENDORSE transfers.

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

09/10/87 **RESOLVED:** To ENDORSE the following invoices for payment:

SUPPLIER	DATE	DESCRIPTION	AMOUNT
A1 Trophies	14.10.09	Door Signs	24.15
A1 Trophies & Engraving	28.10.09	Signs – Family's First	24.15
Baker Ross	08.10.09	Halloween Crafts	33.80
Baker Ross	14.10.09	Halloween Crafts	14.88
BOC	31.10.09	SWC Cellar Co2 Monitor	24.67
British Gas	02.10.09	Electricity - Cemetery	14.35
British Gas	03.09.09	Electricity – HCW AFC	-368.24
British Gas	15.10.09	Electricity – HCW AFC	3.22
British Gas	15.10.09	Electricity – HCW AFC	24.89
British Gas	02.10.09	Electricity – Works Building	265.65
British Gas	02.10.09	Electricity – SWC	457.82
British Gas	02.10.09	Electricity – Comm Pavilion	16.24
British Gas	02.10.09	Electricity – Welfare Ground	48.67
British Gas	02.10.09	Electricity – Sunderland Road	382.64
British Gas	02.10.09	Electricity – Memorial Park	6.63
Co -Op	01.10.09	Bacs Charges	57.32
CO-OP Bank	02.11.09	Bank Charges- Oct	38.62
DJB Joinery	23.10.09	Replace Door on Cem Noticeboard	70.00
DJB Joinery	23.10.09	Upgrade Cemetery Grave Boards	630.00
Dowens	21.10.09	Property Valuations	1725.00
Durham County Council	29.10.09	Puncture Repair	16.68
Durham County Council	29.09.09	Pest Control	57.50
Durham County Council	05.10.09	Repairs to Tractor	34.16
E-Cat Partners	06.10.09	Website Hosting	286.35
Easington Tyre Centre	23.09.09	Tyre	36.50
Homecare	22.10.09	DIY Goods	266.53
H B Clark	16.10.09	Bar Supplies	299.60
H B Clark	02.10.09	Bar Supplies	399.46
H B Clark	23.10.09	Bar Supplies	199.73
Inbev UK	15.10.09	Bar Supplies	-18.38
Inbev UK	15.10.09	Bar Supplies	731.97
Inbev UK	22.10.09	Bar Supplies	288.45
Inbev UK	01.10.09	Bar Supplies	826.83
ITC Service	30.09.09	Computer Repairs	146.15
ITC	31.10.09	Internet	40.25
ITC Service	30.09.09	Static Service	40.25
Iris Software	14.10.09	Payslips	119.60
John Barron	22.10.09	MOT & Repairs	150.00

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Macdonald Martin	27.10.09	Service fire alarm & emergency lights SWC	149.39
Macdonald Martin	27.10.09	Service fire alarm & Emergency Lights Green Leaf Café	88.55
Macdonald Martin	27.10.09	Service Emergency Lights Works Build	88.55
Macdonald Martin	27.10.09	Service fire alarm & Emergency Lights Grandstand	86.25
Mark Ferguson	22.09.09	Corrugated Sheets	28.36
Mark Ferguson	22.09.09	Worktop & Tiles	270.00
Mark Ferguson	08.10.09	Hardwood Cill	44.44
Mastercopy	20.10.09	Cost Per Copy	159.91
Maxwells DIY	30.09.09	Black Tape	1.98
Maxwells DIY	31.10.09	Rat Killer	11.21
M. Storey	02.10.09	Newsletter	833.75
NTE Ltd	01.10.09	Telephone Charges	76.98
NTE Ltd	01.11.09	Telephones	75.51
Project North East	19.10.09	Places for Everyone Workshop - Clerk	57.50
Regal Print	08.10.09	Purchase Order & Receipt Books	723.35
Rickerby	30.09.09	Petrol Cap	34.70
Rickerby	30.09.09	Repairs to Tractor	223.75
Rickerby	30.09.09	New Blades	797.25
Scottish & Newcastle	29.09.09	Bar Supplies	363.87
Scottish & Newcastle	13.10.09	Bar Supplies	498.53
Shell	17.10.09	Fuel	52.23
Shell	02.10.09	Fuel	362.20
Shell	02.11.09	Fuel	207.60
SMP	02.11.09	Swing Bolts/Shackles	284.98
St John	30.09.09	First Aid Cover Heritage Day	48.30
Total	02.10.09	SWC Gas	399.40
Treasured Memories	30.09.09	Memorial Plaque	69.00
Viking Direct	16.10.09	Stationery & Stamps	144.92
Viking Direct	29.09.09	4 Chairs	137.95
Viking Direct	29.09.09	4 Desks	735.95
Viking Direct	30.09.09	Filing Cabinet	206.99
Vltax	19.10.09	Fertilizer	159.39
Vodafone	13.10.09	Mobile Phones	135.98
Zurich Municipal	29.10.09	Additional Insurance Premium	262.50
		Invoice Total for October	£15237.31

F&GP
09/10/88

Members/Officers Allowances.

The Clerk advised he had received a claim for mileage from Councillor G Pattinson and participation claims from Councillors E Connor, G Phillips and M Robinson.

RESOLVED: That the £1741.58 be APPROVED for payment.

F&GP
09/10/89

Social Welfare Centre Sub-Committee.

RESOLVED: that the minutes be NOTED.

F&GP
09/10/90

Fee Increases 2010.

Members gave consideration to the report of the Clerk, which had been previously circulated. The Clerk advised Members on how he had come to the recommendations detailed in the report.

RESOLVED: that the following fees/charges be implement for 2010/2011 net of VAT

- i) Sunderland Road Pitch Fees adult remain at £189;
- ii) Sunderland Road Pitch Fees youth remain at £94.50;
- iii) Whippet Club increase from £94.50 to £100;
- iv) Rugby Club Pitch Fees increase from £1220 to £1560;
- v) Cricket Club Pitch Fees to be considered at a future meeting;
- vi) Bowls Club increase from £233.50 to £260;
- vii) HCW AFC Club Pitch Fees increase from £1506 to £1820;
- viii) HCW AFC Supporters Club Clerk write to the Club to request site of their accounts;
- ix) the Clerk investigate the lease for the Cricket Social Club and rent payable;
- x) Cemetery Fees to be DEFERRED to a future meeting;
- xi) Social Welfare Centre – All Day Wedding increase from £167 to £180;
- xii) Social Welfare Centre – Evening Function Increase from £112 to £130;
- xiii) Social Welfare Centre – Main Hall per hour increase from £17 to £20;
- xiv) Social Welfare Centre – Lounge per hour increase from £17 to £20;
- xv) Social Welfare Centre – Main Hall and Lounge per hour increase from £23 to

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£28;

- xvi) Social Welfare Centre – Conference Room(2) per hour increase from £10 to £12;
- xvii) Social Welfare Centre – Meeting Room per hour increase from £11 to £12;
- xviii) Social Welfare Centre – Conference Room per hour £10;
- xix) CISWO Room Hire per hour increase from £7 to £10;
- xx) Claire Bennett Room Hire per hour increase from £7 to £10;
- xxi) Mechanics Room Hire per session increase from £26 to £28;
- xxii) Patchwork Quilters Room Hire per session from £8.50 to £9.50

Councillor D Maddison left the Meeting

F&GP
09/10/91

Budgeting Setting Cycle 2010.

The Clerk advised Members that he proposed the Budget Sub-Committee be held week commencing 16th November 2009.

RESOLVED: That the Members of the Budget Sub-Committee contact the Assistant Clerk with their availability during that week.

F&GP
09/10/92

Families First Letting Agreement.

The Clerk advised that Families First which was part of Job Centre plus was now in place at the Social Welfare Centre.

RESOLVED: that the information given, be NOTED.

F&GP
09/10/93

Managing Conflict in Your Team.

The Clerk advised on details of the above course which was to be held at Durham County Cricket Club, Chester-le-Street on Thursday 26th November at a cost of £120 plus VAT.

RESOLVED: that the Clerk attend this training course.

F&GP
09/10/94

2009 Property Insurance Valuations

The Clerk advised Members on the above insurance valuations which had been carried out recently.

RESOLVED: that the information given, be NOTED.

F&GP
09/10/95

Donation Request – Horden and Easington Colliery Regeneration Partnership.

The Clerk advised this item had been deferred from the last meeting and as the relevant County Council Committee had not yet met since the request for dispensation had been made then this item could not be discussed. In any event, the Clerk advised that considering the Council did not have the power of wellbeing, there was no specific power in order to make a lawful donation for the purposes it was requested.

RESOLVED: that the item be deferred until dispensation was granted.

F&GP
09/10/96

Donation Request – East Durham Positive Inclusion Partnership.

Members gave consideration to a request for a donation from East Durham Positive Inclusion Partnership which could be funded under LGA 1972, S 137.

RESOLVED: that a donation of £50 be GRANTED.

F&GP
09/10/97

Donation Request – Horden Boys Under 17s Football Club.

Councillor M Robinson declared a personal interest in this matter.

Members gave consideration to a request for a donation of a raffle prize from Horden Boys Under 17s Football Club.

RESOLVED: that a donation of a bottle of whisky be GRANTED.

F&GP
09/10/98

Poppy Wreaths.

The Clerk requested Members give consideration to the purchase of a poppy wreath for the Remembrance Day Service under the LGA 1972, S137.

RESOLVED: that a poppy wreath be purchased in the sum of £21.25.

F&GP
09/10/99

Thank You Letters.

The Clerk advised that a thank you letter had been received from Roseby Road Community Centre.

RESOLVED: that the letters be RECEIVED and displayed on the noticeboard.

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F&GP**09/10/100****Planning Applications.**

- i. **PL/5/2009/0411** proposed conservatory at 12 Darlington Avenue, Horden for Ms I Gilroy.
- ii. **PL/5/2009/0422** proposed single storey side extension to provide garage, utility room and bathroom at 59 Maritime Crescent, Horden for Mr R Robinson.

RESOLVED: that the information give, be NOTED.**F&GP****09/10/101****Additional Urgent Item of Business****RESOLVED:** That in accordance with Section 100(A) of the Local Government Act, 1972 as amended by the Local Government (Access to Information) Act, 1985 the press and public be excluded from the meeting for the following item of business on the grounds that it involves confidential information.**F&GP****09/10/102****Fifth Street Car Park**

The Clerk advised that as the dispensation for Members of Council on the Horden and Easington Regeneration Partnership had not yet been received then this item could not be discussed.

RESOLVED: that the item be deferred until dispensation was granted.*J White
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FULL PARISH COUNCIL
Minutes of Meeting held 5th November 2009

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

Staff: Mr P Davison (Clerk), Mrs G M Crute (Assistant Clerk)

Apologies: Councillors G Lavery and W Smith

HPC **East Durham Area Action Partnership.**

09/10/130 The Clerk advised that the next AAP Forum meeting was to be held at Horden Social Welfare Centre on Thursday 26th November at 6.00 pm and request Members give consideration to attendance.

RESOLVED: that the information be NOTED as Parish Councillors were already registered to attend this event.

HPC **Neighbourhood Policing Data.**

09/10/131 Members gave consideration to the report of the Clerk, which had been previously circulated.

RESOLVED: that

- i) the contents of the report, be NOTED;
- ii) Peterlee Police are contacted to discuss the provision of Grants Houses under Horden Neighbourhood Policing Team and jurisdiction;
- iii) Feedback be given to Durham Constabulary regarding the information contained in their Neighbourhood Policing website.

HPC **Remembrance Sunday 2009.**

09/10/132 Members gave consideration to the 2009 Remembrance Sunday Procedures.

RESOLVED that the information given be NOTED.

HPC **Durham County Council Harmonisation of Fees and Charges 2009.**

09/10/133 Members gave consideration to the report of the Clerk, which had been previously circulated.

RESOLVED: that

- i) the contents of the report, be NOTED;
- ii) Durham County Council receives a copy of this report by means of written representation.

HPC **Travel Scheme Consultation.**

09/10/134 The Clerk advised Members on the travel scheme consultation and highlighted areas that could affect residents of the Parish.

RESOLVED: That

- i) the information given, be NOTED;
- ii) that the Clerk complete the questionnaire and any Member wishing to make some input to do so by contacting the Clerk by the end of next week.

HPC **Letter from Rt Hon John Cummings MP.**

09/10/135 The Clerk updated Members on correspondence received from John Cummings, MP with regard to EDMs 1064 and 1545.

RESOLVED: That the information given, be NOTED.

HPC **NALC Larger Local Councils Committee Elections.**

09/10/136 Members gave consideration to the nine nominations received for election to the NALC Larger Local Councils Committee and that there were no details other than the candidates names given.

RESOLVED: That the Council were not able to vote in this instance due to lack of Information.

HPC **The County Durham Plan Core Strategy Issues Paper.**

09/10/137 Members gave consideration to the report of the Clerk, which had been previously

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circulated.

RESOLVED: that

- i) the contents of the report, be NOTED;
- ii) Durham County Council receives a copy of this report by means of written representation.

HPC

09/10/138

Exclusion of the Press and Public.

RESOLVED: That in accordance with Section 100(A) of the Local Government Act, 1972 as amended by the Local Government (Access to Information) Act, 1985 the press and public be excluded from the meeting for the following item of business on the grounds that it involves confidential information.

HPC

09/10/139

Transition to NJC Terms and Conditions.

Councillor E Connor declared a personal interest in this matter.

The Clerk advised Members he had contact NEREO in this regard and they had advised that it would cost approximately £3,500 to undertake full job evaluation, terms and conditions, job specific roles. A series of meeting would take place with Parish Councillors and staff. The process should take approximately one month, starting in May 2010 at the earliest, subject to budgetary approval.

RESOLVED: that the information given, be NOTED.

HPC

09/10/140

Additional Urgent Item of Business

The Chairman declared the next item on the grounds of urgency, in accordance with Standing Order 16.

The Assistant Clerk was requested to leave the meeting for the following item of business as it related to an individual member of staff.

HPC

09/10/141

Absence of the Social Welfare Centre Supervisor

The Clerk provided an update regarding the long term sickness absence of the SWC supervisor and its implications. The Clerk advised what measures had been implemented subject to S. 3.4 of the Councils Financial Regulations and that the Temporary SWC Assistant Caretaker was providing cover in the interim until the substantive post holder's return to work.

RESOLVED: that the Clerks actions be ENDORSED.

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