



*Delivering Quality Services to Coxhoe &
Quarrington Hill*

Coxhoe Parish Council

*Annual General Meeting
Wednesday 26th May 2010*

You are hereby summonsed to attend the Annual General Meeting of Coxhoe Parish Council which is to be held on Wednesday 26th May, 2010 in Landsdowne House, 64 Landsdowne Road, Coxhoe, commencing immediately following the conclusion of the Annual Parish Meeting which commences at 6.30 p.m.

Agenda

- 1. Election of Chairman**
- 2. Declaration of Acceptance of Office**
- 3. Election of Vice-Chairman**
- 4. Declaration of Acceptance of Office**
- 5. Apologies for absence**
- 6. Members' Declarations of Interest**
- 7. Minutes of Annual General Meeting held 12th May 2009** – for information (sent 18/5)
- 8. Matters of Information**
- 9. Appointment of Committees, Sub-Committees and Working Parties** (current Membership shown in brackets):
 - a. **Finance Committee** (Dunn, Mayo, Pounder, Thirlaway)
 - b. **Environment Sub-Committee** (All Members)
 - c. **Communications Sub-Committee** (All Members)
 - d. **Grievance and Disciplinary Committee** (Dunn, Hepplewhite, Pounder, Rowe, Taylor, Wigham)
 - e. **Grievance and Disciplinary Appeals Committee** (Dodsworth, Mayo, Shotton, Smith, Thirlaway)
 - f. **Risk Assessment Working Group** (Dunn, Mayo, Pounder, Thirlaway)
- 10. Appointment of Members to Outside Bodies** (current Membership shown in brackets):
 - a. **Coxhoe Community Partnership** (open to all Members subject to conflicts of interest)
 - b. **Quarrington Hill Village Partnership** (open to all Members subject to conflicts of interest)
 - c. **County Durham Association of Local Councils** (open to all Members to attend quarterly meetings and AGM)
 - d. **East Durham Rural Corridor Area Action Partnership Local Councils Committee** (Hepplewhite plus one – Pounder has attended all this year – plus Clerk)
 - e. **Premier Waste Liaison Group** (Mayo and Pounder)
- 11. Questions from the Public**
- 12. Unauthorised Development and Planning Enforcement Issues** – The Planning Enforcement Officer, Pamela Glaister, will be in attendance at the request of the Parish Council
- 13. Police Report** (to follow)
- 14. Minutes of last Monthly Meeting** held 28th April 2010 – for approval and signing (sent 18/5)
- 15. Matters of information**
- 16. Insurance for 2010/2011** – update

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17. Joint Meeting re Lighting and Other Improvements at St. Mary's Church and Front Street, Coxhoe – 2nd March 2010 – update

18. Quarrington Hill Village Partnership – no correspondence received

19. Coxhoe Community Partnership – agenda for Annual General Meeting and Monthly meetings of 5th May and minutes of 7th April - for information (sent 30/4 & 6/5)

20. Crowtrees Heritage Group – agenda for 20th May and minutes of 15th April – for information (sent 18/5)

21. Coxhoe Quarry Liaison Committee – agenda for 13th May 2010 and minutes of 2nd July 2009 (sent 6/5)

22. Correspondence

Durham County Council (DCC)

- a. EDRC AAP Local Councils Committee – agendas for Annual General Meeting and Ordinary Meeting of 18th May and Constitution – for information (sent 4/5)
- b. DRCC – Community Buildings "The Big Debate" on 27th May – for information (sent 13/5)
- c. New Academy for Durham City and Closure Notices of Existing Schools – for information (sent 17/5)

CDALC

- d. Durham Association News April 2010 – for information (sent 6/5)
- e. Green Light – newsletter from County Durham Environmental Trust March 2010 – for information (sent 6/5)
- f. NALC E-Bulletin of 7th May – for information (sent 11/5)
- g. Executive Committee – to consider nominations (sent 13/5)
- h. NALC Events Bulletin – for information (sent 17/5)

Other Correspondence

- i. Society of Local Council Clerks Regional Conference for the North East 8th June – for information (sent 13/5)

23. Wheelie Bins (requested by a Member)

24. Grass Cutting (requested by a Member)

25. Web Statistics – circulated for 3rd, 10th and 17th May – for information (sent 4, 11 & 17/5)

26. Finance

- 26.1 Budget update (to follow)
- 26.2 Accounts for payment (to be circulated)
- 26.3 Applications for Grants and Donations
 - (a) Coxhoe Allotment Association (sent 13/5)
 - (b) Coxhoe Athletic Football Club (and to consider guidelines for use of copier) (sent 18/5)
 - (c) Quarrington Hill Community Centre for Miners' Gala Day (requested by a Member – to follow)
- 26.4 Audit of Annual Accounts – to consider agreeing and approving the following:
 - (a) Section 4 of the 2010 Annual Return - Annual Internal Audit Report (to follow)
 - (b) Internal Audit Report 2009/10 (to follow)
 - (c) Annual Governance Statement (to follow)
 - (d) Final approval of the Statement of Accounts (that have now been audited by the Internal Auditor) (as agreed at 28th April meeting)

27. Planning Applications

- a. Applications determined under Delegated Authority from 27th April to 17th May (sent 6, 13 & 17/5)
- b. Ref.308 TPO – Felling of 1 no. Horse Chestnut including planting of replacement Horse Chestnut at Vicarage Terrace (sent 17/5)

28. Date and Time of Next Meeting – Wednesday 23rd June 2010 at 6.45 p.m.

29. Resolution to Exclude the Press and Public

30. Exempt Information - Co-op and Village Hall Car Parks

31. Exempt Information – Sanderson Street