



Delivering Quality Services to  
Coxhoe & Quarrington Hill

# Coxhoe Parish Council

Annual General Meeting  
Wednesday 25<sup>th</sup> May 2011

**You are hereby summonsed to attend the Annual General Meeting of Coxhoe Parish Council which is to be held on Wednesday 25<sup>th</sup> May, 2011 in Lansdowne House, 64 Lansdowne 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 26<sup>th</sup> May 2010** – for information (sent 17/5)
  - 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 Committee** (All Members)
    - c. **Communications 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)(noted that the Partnership had requested that Councillor Pounder not attend)
    - c. **County Durham Association of Local Councils** (open to all Members to attend)
    - d. **East Durham Rural Corridor Area Action Partnership Local Councils Committee** (Pounder plus one Councillor available for meeting plus Clerk)
    - e. **Premier Waste Liaison Group** (Mayo and Pounder)
    - f. **Tarmac Liaison Group** (Pounder)
  - 11. Dates of Meetings for 2011/12** – to consider and agree the following (all Wednesdays commencing at 6.45 p.m. in Lansdowne House except May 2012):  
2011: June 29<sup>th</sup>; July 27<sup>th</sup>; August 24<sup>th</sup>; September 28<sup>th</sup>; October 26<sup>th</sup>; November 23<sup>rd</sup>; December 21<sup>st</sup>  
2012: January 25<sup>th</sup>; February 22<sup>nd</sup>; March 28<sup>th</sup>; April 25<sup>th</sup>; May 23<sup>rd</sup> (6.30 p.m. Annual Parish followed by Parish Council Annual General Meeting)
  - 12. Questions from the Public**
  - 13. Police Report** (to follow)
  - 14. Minutes of last Monthly Meeting** held 27<sup>th</sup> April 2011 – for approval and signing (to follow)
  - 15. Minutes of Special Meeting** held 15<sup>th</sup> April 2011 – for approval and signing (sent 10/5)
- (continued on 2<sup>nd</sup> page)**

**16. Matters of information**

**17. Sport and Leisure Facility Review Consultation:**

- a) Update from any Members of FLiC (Future Leisure in Coxhoe) present
- b) Parish Council Response to Stakeholder Consultation Questionnaire – for information (sent 12/5)

**18. Speed Visors and Footpath Widening and Installation of Bollards at Quarrington Heights** – update from Councillor Pounder

**19. Parkhill Village Extension** – update (sent 17/5)

**20. Coxhoe Community Partnership** – agenda for Annual General Meeting and Monthly meeting of 11<sup>th</sup> May and revised agenda (sent 5 & 10/5)

**21. Quarrington Hill Village Partnership** – no correspondence received

**22. Crowtrees Heritage Group** – agenda for Annual General meeting of 26<sup>th</sup> May 2011 and minutes of last AGM 17<sup>th</sup> June 2010 (sent 10/5)

**23. Planning Applications**

- a. Applications determined under Delegated Authority from 19<sup>th</sup> April-10<sup>th</sup> May – for information (sent 12/5)
- b. Ref.174 – Erection of Detached Garage at Garage Plots 3 and 4, Belle Vue, Quarrington Hill (sent 12/5)

**24. Correspondence for information:**

**Durham County Council (DCC)**

- a. Notification of EDRC AAP AGM / Board meeting of 25<sup>th</sup> May (sent 17/5)
- b. Crèche Closures at Leisure Centres (sent 3/5)
- c. Neighbourhood Warden Monthly Report – April (sent 5/5)

**CDALC**

- d. Durham Association Newsletter 34 May 2011 (sent 10/5)
- e. County Durham Plan – Consultation (sent 12/5)

**Other Correspondence**

- f. EDRC AAP Local Councils Committee – agendas for Annual General Meeting and Ordinary Meeting of 17<sup>th</sup> May and minutes of 15<sup>th</sup> March (sent 5/5)
- g. Butterwick House Children's Hospice Open Day (sent 3/5)
- h. County Durham NHS PCT – GP Led Commissioning Information Day (sent 3/5)

**25. Quarrington Hill Allotment Waiting List** (requested by a Member)

**26. Finance**

- 26.1 Budget update (to follow)
- 26.2 Accounts for payment (to be circulated)
- 26.3 Letter of Thanks for Donation – Haswell and District Mencap Society (sent 5/5)
- 26.4 Audit of Annual Accounts – to consider agreeing and approving the following:
  - (a) Section 4 of the 2011 Annual Return - Annual Internal Audit Report (to follow)
  - (b) Internal Audit Report 2010/11 (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 27<sup>th</sup> April meeting)

**27. Parish Plan** – for discussion and updates

**28. Update from Environment Committee** held 3<sup>rd</sup> February 2011 on scheme for noticeboards and signposting; and for landscaping scheme at The Green to the front of Foundry Row (Minutes to follow)

**29. Date and Time of Next Meeting** – Wednesday 29<sup>th</sup> June 2011 at 6.45 p.m.

**30. Resolution to Exclude the Press and Public**

**31. Exempt Information - Co-op and Village Hall Car Parks**

**32. Exempt Information – Sanderson Street**

