

Coxhoe Parish Council
Coxhoe Village Hall
Front Street East
Coxhoe
Durham
DH6 4DB
Tel: 0191 3773658 or 07988283287
Email: clerk@coxhoeparishcouncil.gov.uk



4 June 2020

The Press and Public are very welcome to attend this meeting.

Please note: due to the current Government measures for Covid-19, the Parish Council will meet virtually via Zoom. If any members of the press or public wish to attend to make a statement or raise a question, they should contact the Clerk on clerk@coxhoeparishcouncil.gov.uk or 07988 283287 by 12.00 midday on 10 June. Details of how to access the meeting will then be provided.

To: All Members of the Parish Council

You are hereby summonsed to attend the Annual Meeting of Coxhoe Parish Council via Zoom on Wednesday 10 June 2020 at 6.30pm for the purpose of transacting the following business:

C Llewelyn
Claire G Llewelyn
Clerk to the Council

Agenda

1 Zoom meeting information and Parish Council Public Participation Policy

2 To receive the Chair's Annual Report (enclosed)

3 Election of Chair of the Council (the Declaration of Acceptance of Office will be signed at a later date)

4 Election of Vice Chair

5 To note apologies

6 Declarations of interest in items on the agenda

7 Public participation

8 To appoint Members to serve on the Parish Council's Committees or Working Groups (enclosed)

- a) Committee structure, proposed meeting dates and delegation arrangements

- b) Membership

9 To review Standing Orders Section 5j and Annual Governance

- a) Receipt of committee minutes and consideration of recommendations (enclosed)
- b) Review and adopt Standing Orders (enclosed)
- c) Review and adopt Financial Regulations (enclosed)
- d) Review of arrangements including legal agreements with other bodies (enclosed)
- e) Review of representation on or work with external bodies and arrangements for reporting back (enclosed)
- f) Review of Asset Register and office equipment (enclosed)
- g) Review of insurance including Fidelity guarantee cover (enclosed)
- h) Review of Council and staff subscriptions to other bodies (report enclosed)
- i) Review of the Council's Complaints Policy (enclosed)
- j) Review of policies and procedures for freedom of information and data protection legislation (enclosed)
- k) Review of Council policy for dealing with the press and media (enclosed)
- l) Review of the Council's employment policies and procedures (enclosed)

10 Financial matters including Annual Governance

- a) Review effectiveness of internal control including banking facilities and mandates (report enclosed)
- b) Internal audit report (enclosed)
- c) Approve Section 1 (Annual Governance Statement 2019 to 20) of the Annual Return (enclosed)
- d) Approve Section 2 (Accounting Statement 2019 to 20) of the Annual Return (enclosed)
- e) b) Review of 2019 to 20 expenditure incurred under Section 137 of the Local Government Act 1972 (enclosed)
- f) Review of Council fees 2020 to 21 (enclosed)
- g) Finance Report, bank reconciliation and payments (enclosed)
- h) Budget (enclosed)

11 Clerk's Report (enclosed; urgent matters only)

- a) Website accessibility
- b) Coxhoe Cares
- c) Staff Priorities
- d) Matters raised by residents

12 Youth Provision (report enclosed)

13 Parish Council Action Plan 2020 to 21 (enclosed)

14 Land, Buildings and Open Spaces (reports enclosed)

- a) Shaun Henderson Community Sports Ground
- b) Old School Site
- c) Request for easement at Lowfield Bungalow
- d) Land adjacent to Quarrington Hill Community Centre
- e) Village Green adjacent to Bower Court

The following item is classified as being of a confidential nature in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960. At this point of the agenda all members of the press and public will be asked to leave the meeting.

15 Allotments management (report enclosed)

16 Land Acquisition (report enclosed)

Councillors are asked to note that in the exercise of their functions, they must take note of the following: equal opportunities; crime and disorder; human rights; health and safety and biodiversity.