



Coxhoe Village Hall  
Front Street East, Coxhoe  
Durham, DH6 4DB  
Tel: 0191 3773658

Email: [clerk@coxhoeparishcouncil.gov.uk](mailto:clerk@coxhoeparishcouncil.gov.uk)

17th February 2020

**Dear Member,**

**You are hereby summonsed to attend a meeting of Coxhoe Parish Council's HR, Grievance, Disciplinary and Complaints Committee in the Parish Room, Coxhoe Village Hall, on THURSDAY 27th FEBRUARY 2020 at 7.30 pm for the purpose of transacting the following business:**

*C Llewelyn*

Claire G Llewelyn  
Clerk to the Council

## AGENDA

- 1 To note apologies
- 2 Declarations of interest in items on the agenda

The following items are 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 the public will be asked to leave the meeting room.

- 3 To make introductions
- 4 To note the Committee's Terms of Reference Enclosed
- 5 Complaints Policy and outline of the procedure for the meeting  
Policy enclosed within report
- 6 Grounds for the complaint reference CPC05L  
Reports enclosed from the Clerk and Complainants
- 7 Questions
- 8 Any other information
- 9 Decision
- 10 The way forward

**TO: ALL MEMBERS OF THE HR COMMITTEE CLLRS D BROWN, HEDLEY, LAVELLE,  
LOWES, SIMPSON**

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.