



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

10 July 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 16 July. Details of how to access the meeting will then be provided.

To Members of the Parish Council's Human Resources, Disciplinary, Grievance and Complaints Committee: Councillors D Brown, Hedley, Lavelle, Lowes, Simpson

You are hereby summonsed to attend the Meeting of the above Committee via Zoom on Thursday 16 July 2020 at 6.00pm 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 note apologies

3 Declarations of interest in items on the agenda

4 To confirm the minutes of the meeting of this Committee held on 15 January 2020 (to be countersigned by the Clerk and to be signed by the Chair when possible)

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 public will be asked to leave the meeting.

5 Staffing update and staff terms and conditions (enclosed)

- a) Update on staffing levels
- b) Staff terms and conditions

6 Agreement of the Council's Covid-19 risk assessment with regards to staff health and safety (enclosed)

7 Clerk line management

8 Date and time of next meeting: Wednesday 14 October, 6.00pm

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.