



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

21 January 2021

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, the meeting can be accessed by downloading Zoom and using this link: <https://us02web.zoom.us/j/89584376508?pwd=cVsdU1VZVFdbkZJREIxVHEyL3MyUT09> or by dialling +442034815237 (charges should be checked before using). The Meeting ID is 895 8437 6508 and the Passcode is 740308.

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

You are hereby summonsed to attend the Meeting of the above Committee via Zoom on **Wednesday 27 January 2021 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 14 October 2020 and 27 February 2020 (to be countersigned by the Clerk and to be signed by the Chair when possible)

5 Public Participation

6 Health and Safety (report enclosed)

- a) Health and Safety update
- b) Note the Council's Covid-19 risk assessment with regards to staff health and safety

7 Approval of Parish Council Policies (enclosed)

- a) Volunteers' Policy
- b) Dignity at Work and Anti Bullying and Harassment Policy

8 Equality Audit (report enclosed)

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.

9 Staffing update (enclosed)

- a) Staffing update
- b) Staff welfare

10 Clerk line management

11 Date and time of next meeting: Wednesday 21 April 2021, 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.