



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

1 November 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's risk assessments and the health and safety of all, the Public and the Press will only be able to access this meeting in limited numbers in person.

Note: Measures will be in place to keep everyone present as safe as possible from Covid-19. No one should attend this meeting in person if they have any symptoms of coronavirus or should be self-isolating. All present must maintain social distancing of at least two metres and are to wear a mask or face covering apart from when seated. Instructions from Parish Council Officers should be followed at all times.

To Members of the Parish Council's Human Resources Committee: Councillors D Brown, Lowes, Simpson

You are hereby summonsed to attend a Meeting of the above Committee on **Wednesday 10 November 2021 at 6.00pm in the Parish Room at Coxhoe Village Hall** for the purpose of transacting the following business:

C Llewelyn
Claire G Llewelyn
Clerk to the Council

Agenda

1 To receive [meeting safety information](#), to agree the willingness to hold the meeting and to note the [Parish Council Public Participation Policy](#)

2 To note apologies

3 Declarations of interest in items on the agenda (state whether the interest is a disclosable pecuniary, other registerable or other non-registerable interest, & the nature of the interest)

4 To confirm the [minutes of the meeting of the Human Resources, Grievance, Disciplinary and Complaints Committee held on 27 January 2021](#) and the [minutes of the meeting of the Human Resources, Grievance, Disciplinary and Complaints Committee held on 8 March 2021](#)

(enclosed)

5 Public Participation

6 Health and Safety (to follow)

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 (to follow)

Menopause Policy

8 Equality Audit (update to follow)

9 To consider a resolution that 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, if agreed, all members of the press and public would be asked to leave the meeting

10 Staffing update (to follow)

a) Staffing update

b) Staff wellbeing

11 Clerk line management

12 Date and time of next meeting: Wednesday 12 January 2022, 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.