



Coxhoe Parish Council  
Coxhoe Village Hall  
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Coxhoe  
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**30 September 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 All Members of the Parish Council**

You are hereby summonsed to attend the Ordinary Meeting of Coxhoe Parish Council on **Wednesday 6 October 2021 at 6.30pm** at Coxhoe Village Hall in the upstairs room 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 To receive 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 consider the granting of dispensations to Councillors** (report enclosed)

**5 To confirm the [minutes of the Ordinary Meeting held on 1 September 2021](#) (enclosed) and the minutes of the Extraordinary Meeting held on 22 September 2021 (to follow)**

**6 Public participation**

**7 To receive the County Councillors' Update**

**8 To receive Councillors' reports of attendance at meetings and events on behalf of the Parish Council**

**9 To review Parish Council Committees** (reports enclosed)

- a) To review and agree Human Resources Committee Terms of Reference
- b) To review and appoint Members to serve on the Parish Council's Committees or Working Groups

**10 To consider financial matters** (reports enclosed)

- a) Finance Report, Bank Reconciliation and Payment Schedule
- b) Employer costs for August
- c) Budget
- d) To note conclusion of audit for the year 2020 to 21

**11 Clerk's Report** (enclosed)

- a) To consider Matters raised by residents
- b) Training
- c) To note activity undertaken and the Clerk's priorities

**12 To agree Parish Council policies** (reports enclosed)

- a) Complaints Policy and Procedure
- b) Health and Safety Policy
- c) Training Policy

**13 To note Parish Council Youth Provision Report** (enclosed)

**14 Planning, Correspondence and Consultations Report** (enclosed)

- a) To consider planning applications
  - 1. [DM/21/02451/FPA](#) 5 Meadow Court, Coxhoe DH6 4ED
  - 2. [DM/21/02740/FPA](#) 2 Roslyn Mews, Coxhoe DH6 4BP
  - 3. [DM/21/02991/VOC](#) Stray Aid Dogs & Cats Home, East Pasture Farm, Coxhoe DH6 4EL
  - 4. [DM/21/03128/FPA](#) 60 Ashbourne Drive, Coxhoe, DH6 4SW
- 5. To consider any planning applications received after the agenda was issued to be dealt with by the Clerk using delegated authority
- b) To note approved, withdrawn and refused decisions
- c) To consider correspondence and a response to consultations  
Minerals and Waste Policies and Allocations Development Plan Document
- d) To note bulletins

**15 To review the Parish Council action plan** (enclosed)

**16 To consider Land, Buildings and Open Spaces** (reports to follow)

- a) To consider the Council's position regarding the Old School Site
- b) To note activity relating to Shaun Henderson Memorial Sports Ground

- c) To note information and consider resolutions in relation to Quarrington Hill Churchyard
- d) To consider action on parking problems in Coxhoe Village Hall car park
- e) To agree the provision of a Christmas tree in Coxhoe
- f) To consider seeking valuations on land
- g) To agree land and tree inspections

**17 To consider Parish Council events** (reports to follow)

- a) To consider the Fireworks Display November 2021
- b) To note activity in relation to the Remembrance Ceremony at Coxhoe Village Hall on 14 November 2021

**18 To consider items for the agenda of a future meeting**

**19 Date and time of next meeting and future meetings**

- a) Date and time of next meeting: Monday 1 November 2021 at 6.30pm at Quarrington Hill Community Centre
- b) To discuss and agree the location, date and time of future meetings

**20 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**

**21 To note updates and consider resolutions about Parish Council staffing and recruitment**  
(report enclosed)

**22 To note, and consider resolutions, relating to correspondence and legal advice received by the Parish Council** (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.