



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

1 March 2022

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. Those attending are encouraged to have completed a negative lateral flow test before the meeting.

To All Members of the Parish Council

You are hereby summonsed to attend the Ordinary Meeting of Coxhoe Parish Council on **Monday 7 March 2022 at 6.30pm** at Quarrington Hill Community Centre 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 confirm [the minutes of the Ordinary Meeting held on 7 February 2022](#) (enclosed)

5 Public participation

6 To receive the County Councillors' Update

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

8 To review the structure of Committees and their Terms of Reference (enclosed)

- a) To agree Committees' structure and meetings, and dates until March 2023
- b) To agree Terms of Reference for all Parish Council Committees

9 To consider financial matters (reports to follow)

- a) Finance Report, Bank Reconciliation and Payment Schedule
- b) Employer costs for February 2022
- c) Budget 2021 to 2022 and 2022 to 2023
- d) Five year forward budget

10 To agree the Parish Council's main Risk Assessment including financial risk assessment (to follow)

11 To approve Parish Council Insurance provision for 2022 to 2023 or 2022 to 2025 (to follow)

12 To approve the Asset Register restated at March 2022 (to follow)

13 To consider and approve Parish Council Policies (to follow)

- a) Subject Access Request Policy
- b) Attending and Reporting Meetings Policy
- c) Public Participation Policy
- d) To consider approval of a Policy on use of Parish Council land
- e) Code of Conduct

14 To consider the Local Council Award Scheme (to follow)

15 Clerk's Report (enclosed)

- a) To consider matters raised by residents
- b) To note training undertaken
- c) To note and approve Chronicle advertising and information charges
- d) To consider use of Parish Council noticeboards by other organisations
- e) To receive a report on Subject Access Requests since March 2020
- f) To consider the remaining Covid-19 response funding
- g) To note activity undertaken and the Clerk's priorities

16 To note Parish Council Youth Provision Report (enclosed)

17 Planning, Correspondence and Consultations Report (to follow)

- a) To consider any response to the County Council regarding planning applications

1. [DM/22/00222/TPO](#) Lamorna, Station Road, Coxhoe, DH6 4AS

2. 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
- a) Boundary Commission for England Review of Parliamentary Constituencies
- b) Area Action Partnership Priority Survey
- c) Section 106 Application Cassop Play Area
- d) To note bulletins

18 To agree plans and events for the Queen's Platinum Jubilee (report to follow)

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

- a) to agree actions in relation to Quarrington Hill Churchyard
- b) to agree actions on land behind the former Gatenby's store
- c) to agree expenditure on Coxhoe Village Green maintenance and improvements
- d) to agree expenditure on Shaun Henderson Community Sports Ground
- e) agreement of the Council's membership of an Allotments organisation
- f) to consider a report and agree actions on land around Cornforth Lane
- g) to receive a tree inspection report and agree actions and expenditure on trees on Parish Council land
- h) to note an update about the Old School Site and Sanderson Street Paddock
- i) to agree renewal of the dog bin contract in the Parish, currently for St Mary's Churchyard
- j) Coxhoe Village Hall Association request for permission to make improvements to upstairs doors and toilet

20 To consider items for the agenda of a future meeting

21 To confirm the date and time of next meeting

To confirm the next Ordinary Meeting will be on Monday 4 April 2022 at 6.30pm

22 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

23 To consider resolutions regarding legal advice provided to the Council (report to follow)

24 To approve Staff Pay Award (report to follow)

25 Recruitment of Casual Youth Auxiliary Workers (report to follow)

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.