



Coxhoe Parish Council

Meeting: Annual Meeting

Date & Time: 19 May 2021 6.30pm

Venue: Main Hall of Coxhoe Village Hall

Councillors present:

S Dunn (Chair); D Brown; K Lowes; K Simpson (Vice Chair); J Slater; C Thirlaway

Also present:

County Councillor J Blakey; C Llewelyn, Parish Clerk; A Searle, Administration Officer.

877 Election of Chair of the Council

Councillor S Dunn was nominated and seconded as Chair for the period to May 2022. No other nominations were made. It was **Resolved** that Councillor Dunn is elected as Chair for the period to May 2022. The Declaration of Acceptance of Office was signed in the presence of the Proper Officer.

878 Election of Vice Chair

Councillor K Simpson was nominated and seconded as Vice Chair for the period to May 2022. No other nominations were made. It was **Resolved** that Councillor Simpson is elected as Vice Chair for the period to May 2022.

879 Welcome and to note the Parish Council Public Participation Policy

Councillor Dunn welcomed everyone to the new term of the Parish Council. It was **Resolved** to note the Public Participation Policy.

880 To agree meeting safety measures and willingness to hold this meeting within current guidelines

The Clerk had sent a report stating that the meeting had been convened using advice and guidance from the Government and National Association of Local Councils (NALC), and following the relevant risk assessments drawn up by the Clerk. The Government did not change or extend the law to hold remote meetings after 6 May 2021, so meetings must be held face to face to be in compliance with the law, and there are strict legal timescales for the Annual General Meeting of the Parish Council and for the Annual Assembly of Electors. Details of a High Court judgement were provided which stated that remote meetings are not lawful. It was **Resolved (1)** to note the safety measures and further **Resolved (2)** the agreement of Councillors present to hold this meeting while upholding the safety measures and controls implemented by the Clerk.

881 To note apologies

Apologies were given from Councillors I Armstrong, J Barber and A Hedley, and from County Councillors G Hutchinson and M McKeon. It was **Resolved** the apologies were noted.

882 Declarations of interest in items on the agenda

Councillor Lowes declared a non-registerable personal interest in respect of Youth Provision as a close relative is employed. Councillor Simpson declared a registerable interest as Chair of Governors at Coxhoe Primary School. Councillor Dunn declared an interest as Director of Active Life. Councillor Brown declared a non-registerable personal interest in respect of Youth Provision as a relative is employed. It was **Resolved** the declarations of interest are noted.

883 Public participation

No members of the public were present.

884 To introduce and note County Councillors following election

The County Councillors elected in May 2021 were County Councillors J Blakey, M McKeon and G Hutchinson. It was **Resolved** to note the names of the new County Councillors.

885 To review Standing Orders Section 5j and Annual Governance

a) To note completion, or consider a resolution to allow receipt at a later date, of the acceptance of office forms by all Councillors.

The Clerk advised that all Councillors present plus Councillor Hedley had completed the Acceptance of Office and Qualification Forms. Some Register of Interest forms had been returned and these must be completed and sent to the Clerk so she can send them to the County Council within 28 days of the election. It was **Resolved (1)** to note the forms must be signed, and **Resolved (2)** the Councillors are allowed to complete the Acceptance of Office and Qualification forms after this meeting if not already done, but before attending any Council meeting.

b) To confirm the minutes of the Ordinary Meeting held on 3 March 2021 and the Extraordinary Meeting held on 22 March 2021.

Copies of the minutes for the above meetings were issued with the agenda. **Resolved** the minutes of the meetings held on 3 March 2021 and 22 March 2021 be approved, confirmed and signed as an accurate record.

c) To receive Committee minutes and consideration of recommendations

Draft Youth Strategy Group Committee minutes 21 January 2021

Approved Youth Strategy Group Committee minutes 3 September 2020

Draft Human Resources, Disciplinary, Grievance and Complaints Committee minutes 8 March 2021

Approved Human Resources, Disciplinary, Grievance and Complaints Committee minutes 14 October 2020

Draft Events, Environment and Finance Committee minutes 7 December 2020

Approved Events, Environment and Finance Committee minutes 16 November 2020

It was **Resolved** that the Committee minutes above were received and noted, and the recommendations considered.

d) Review and adopt Standing Orders

Draft standing Orders were circulated with the agenda. The Clerk asked Councillors to give their consent to receiving papers by email to help with saving paper and associated costs of sending out papers, and the significant amount of time it takes to collate papers for posting. The following were **Resolved:**

(1) to approve the draft Standing Orders.

(2) Councillors still wish to view draft minutes seven days before these are made available to the public.

(3) Councillors present consent to receiving papers by email and the Clerk to check this with those not present.

e) Review and adopt Financial Regulations

The Clerk has amended 6.23 to state that the credit card may be kept out of the office for short periods of time if needed to make purchases.

It was **Resolved** the draft Financial Regulations were agreed.

f) Review of arrangements including legal agreements with other local authorities, not-for-profit bodies and business.

Agreement	Information/Date
SLA Durham County Council HR Advice	£70 per hour (part hours charged accordingly)
DCC Dog bin contract	£229.04 net (2021 to 2022)
Lease Photocopier	To June 2023
Photocopier Usage	To June 2023
Grounds Maintenance Contract	To March 2022
Hanging baskets and planter contract	To March 2024
Wayleave	Equipment is on Parish Council land (believed to be near Coxhoe Allotments); a sum is paid to the Parish Council annually
Lease of Coxhoe Village Hall to Coxhoe Village Hall Association	2016 (for 999 years)
Lease of Parish Council allotment site to Coxhoe Allotment Association	9 th December 2008
Meikles Solicitors	No written agreement but assisting with legal matters
Tenant of grazing land behind Sanderson Street	Licence in place
Hire of facilities for youth clubs	No written agreements
Hire of parish room in Coxhoe Village Hall	No written agreement but lease in place

It was **Resolved** the legal agreements and arrangements with other bodies were agreed.

g) Review of representation on or work with external bodies and arrangements for reporting back

The following were **Resolved**:

(1) Councillors Dunn and Simpson represent the Council at the East Durham Rural Corridor AAP Local Council Committee.

(2) Councillor Dunn is to represent the Council on the CDALC Smaller Councils Committee.

(3) Councillor Hedley is the lead Councillor for Allotments.

(4) Councillor Lowes is the lead Councillor for Youth Services.

h) To agree and make arrangements with a view to the Council being eligible to exercise the General Power of Competence

The Clerk provided information on the General Power of Competence to Councillors in their Handbooks. It was **Resolved** that the Parish Council is eligible to use the General Power of Competence (Localism Act 2011 sections 1-8) as the number of members elected at the 2021 ordinary elections is equal to or greater than two thirds of the total number of seats on the Council and that the Council has a qualified Clerk, as defined in section 2 of The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 (Statutory Instrument 2012 No 965).

i) Review of Asset Register and office equipment

The Clerk had circulated the updated Asset Register and a list of office equipment. It was **Resolved** the Asset Register and list of office equipment were noted.

j) Confirmation of arrangements for insurance cover in respect of all insurable risks

The Clerk had sent information including copies of insurance certificates. She advised there have been some changes in cover which were summarised, and the cybercrime insurance policy has been renewed for 2021 to 2022.

It was **Resolved** the following were noted:

(1) the employer's and public liability insurance.

(2) the insurance cover for cybercrime, including availability of Avast anti-virus licences.

k) Review of Council and staff subscriptions to other bodies

The Council has the following Subscriptions:

- County Durham Association of Local Councils (CDALC), National Association of Local Councils (NALC) and the Local Council Review (LCR) magazine – paid annually (cost for 2021 to 2022 is £619.21)
- SLCC Full Membership (for Council; usually £196.00)
- Northern Counties Allotments Association (£55.00 per year)
- Information Commissioners Office (£35.00 per year but increases with number of employees)
- Rialtas Business Accounts Software (£124.00)
- Keyfund (£198.00; no increase yet notified)
- North East Youth Membership (£50.00)

It was **Resolved** that the Council and staff subscriptions were noted and agreed.

l) Review of the Council's Complaints Policy

It was **Resolved** that the Council's Complaints Policy was reviewed and noted.

m) Review of Council policies and procedures for freedom of information and data protection legislation

The following policies had been circulated:

- Information Data Protection policy approved September 2020
- Subject Access Request Policy approved February 2020

It was **Resolved** that the Council's policies and procedures for freedom of information and data protection legislation were reviewed and noted.

n) Review of Council policy for dealing with the press and media

The Attending and Reporting Meetings Procedure had been sent with the agenda. It was **Resolved** that the Council's policy for dealing with the press and media was reviewed and noted.

o) Review of the Council's employment policies and procedures

The following policies had been circulated:

- Annual Leave Policy approved September 2020
- Bereavement and Compassionate Leave Policy approved June 2020
- Dignity at Work and Anti Bullying & Harassment Policy approved January 2021
- Disciplinary Policy approved September 2020
- Grievance Policy approved September 2020
- Health & Safety Policy approved June 2019
- Lone Working Policy approved September 2020
- Member Officer Protocol approved March 2021

It was **Resolved** that the policies and procedures relating to employment were reviewed and noted.

886 To appoint members to serve on the Parish Council's Committees or Working Groups for the current year, to agree Committees' Terms of Reference and delegation arrangements for staff and Committees

a) Committee structure, proposed meeting dates and delegation arrangements

The Clerk has suggested separating the Human Resources, and the Grievance, Disciplinary and Complaints (GDC) Committees into two Committees rather than one, with the same membership but the GDC Committee would only meet as necessary. The Appeals Committee would only meet to discuss on grievance or disciplinary matters. The Clerk had sent the proposed Committees' structure with potential dates. Committee meetings will be held as required.

Committee	Dates	Delegated Authority
Events, Environment and Finance Committee	<ul style="list-style-type: none"> Monday 12 July Monday 6 September Monday 15 November Monday 6 December (focus on Finance) Monday 7 February 2022 	Yes for Events and Environment, not for Finance
Human Resources Committee	<ul style="list-style-type: none"> Wednesday 30 June Wednesday 13 October Wednesday 12 January 2022 	Yes
Grievance, Disciplinary & Complaints Committee	<ul style="list-style-type: none"> As and when required 	Yes
Appeals Committee	<ul style="list-style-type: none"> As and when required 	Yes
Youth Strategy Group	<ul style="list-style-type: none"> Thursday 15 July Thursday 16 September Thursday 22 January 2022 Thursday 17 March 	Yes Councillor Lowes is Lead Member for Youth Services

It was **Resolved (1)** to approve the Committee Structure and potential dates as above. It was **Resolved (2)** to approve the delegation arrangements as detailed.

b) To agree Committee Membership

The Clerk had sent the proposed Committees' structure with the previous membership. Human Resources, Appeals and the Grievance, Disciplinary and Complaints Committees: Councillors should not sit on those Committees if they have a conflict of interest. The Clerk has suggested three to five members for the Human Resources/GDC Committees. The Appeals Committee needs different membership to the Human Resources/GDC Committee.

Committee	Members
Events, Environment and Finance Committee	<ul style="list-style-type: none"> Councillor D Brown Councillor Dunn Councillor Lowes Councillor Simpson Councillor Thirlaway
Appeals Committee	<ul style="list-style-type: none"> Councillor Armstrong Councillor Dunn Councillor Thirlaway

Human Resources Committee	<ul style="list-style-type: none"> • Councillor D Brown • Councillor Hedley • Councillor Simpson • Councillor Slater
Grievance, Disciplinary and Complaints Committee	<ul style="list-style-type: none"> • Councillor D Brown • Councillor Hedley • Councillor Lowes • Councillor Simpson • Councillor Slater
Youth Strategy Group (Committee)	<ul style="list-style-type: none"> • Councillor Barber • Councillor Dunn • Councillor Hedley • Councillor Lowes • Councillor Simpson • Councillor Slater

It was **Resolved (1)** that membership of Committees is as above. It was further **Resolved (2)** the Clerk to check membership with the Councillors not in attendance at the meeting.:

c) To agree Terms of Reference for Committees

It was **Resolved** to agree the Terms of Reference for each Committee.

d) To agree the Council's Scheme of Delegation

The Clerk had made amendments so that the Scheme agrees with the amount for Clerk's delegated authority set in the Financial Regulations, and Officers amending the website and social media. It was **Resolved** that the Scheme of Delegation was agreed.

e) To agree any delegation arrangements to Committees and staff

Authority is delegated through Parish Council policies and Committees' Terms of Reference as above. It was **Resolved** that all the delegated authorities through policies and terms of reference are agreed.

887 To consider and approve Financial Matters

a) Review of the Parish Council's expenditure under Section 137 of the Local Government Act 1972

The Clerk had circulated details of expenditure under Section 137 as follows:

Date	Payee	Amount
20.02.21	Remembrance Wreaths	£344.00
	Total	£344.00

It was **Resolved** the Council's expenditure under Section 137 of the Local Government Act for 2020 to 21 is noted and agreed.

b) Consider any need for an Investment Strategy and Policy as per Financial Regulations

It was **Resolved** that the Council does not require an Investment Strategy and Policy at this moment but will be monitored into the future.

c) Financial Report, Bank Reconciliation and Payment Schedule

The Clerk had circulated the Finance Reports and the Bank Reconciliations to 31 March 2021 and to 30 April 2021. At 30 April the Unity Trust balance was £82,679.87 and Nationwide balance was

£61,524.33. It was **Resolved (1)** to note the bank balances to 31 March 2021 and 30 April 2021, and to note the bank reconciliations been circulated.

The Clerk had sent details of employee payments for the months March and April. It was **Resolved (2)** the employee payments were noted and approved.

The following payments from April and May were presented for approval:

April

No	Payee	Description	Amount
1	Staff	Salaries	£3,922.82
2	NEST	Employer & Employees' Pension Contributions	£257.69
3	HMRC	Employer Liabilities	£1,015.44
4	SE Landscaping	Grounds Maintenance Contract	£884.90
5	BT	Landline & internet	£50.64
6	ITC	Sophos Internet Security & One drive storage	£10.80
7	Vodafone	3 x Mobile Phones	£51.69
8	Scottish Power	Memorial Garden Lighting	£11.00
9	Total Business	Photocopier Usage	£25.25
10	MKM Building Supplies	Sports Pavilion Carcassing and boards	£79.40
11	MKM Building Supplies	Sports Pavilion Boards, slabs and supplies	£252.79
12	MKM Building Supplies	Sports Pavilion Sand and cement	£22.34
13	MKM Building Supplies	Sports Pavilion Sundries	£45.60
14	County Durham Association of Local Councils (CDALC)	Social Media Training	£10.00
15	MKM Building Supplies	Sports Pavilion Sundries	£32.44
16	North East Youth Limited	North East Youth Membership	£50.00
17	Baker Ross	Youth Club Arts and Crafts Items (grant funded)	£135.90
18	MKM Building Supplies	Sports Pavilion Plaster	£43.02
19	MKM Building Supplies	Sports Pavilion Cavity Slabs	£48.00
20	T & A Dixon	Payroll October 2020 to April 2021	£174.90
21	Hosting UK	Domain Name Hosting	£23.99
22	MKM Building Supplies	Sports Pavilion Plaster	£43.02
23	Ray Lawson Joinery & Building Services	Sports Pavilion: Supply and fit of Kitchen	£750.00

24	Ray Lawson Joinery & Building Services	Sports Pavilion: Labour for work carried out	£3,000.00
25	Ray Lawson Joinery & Building Services	Sports Pavilion: Supply and fit farm gate with chain and lock Supply and fit black gutters around pavilion Power wash paths	£380.00 £460.00 £60.00
26	Ray Lawson Joinery & Building Services	Sports Pavilion: Plastering work Supply and fit toilet, sink and pipe work, fit kitchen sink and waste Hire of plaster board lifter	£1,200.00 £600.00 £60.00
27	G Smith Electrical Services	Sports Pavilion: First and Second Electrics Fix	£2,280.00
28	First Aid 4 Less	First Aid Kit for Youth Clubs	£35.88
29	Asda	Food for Easter Activities (grant funded)	£198.18
30	B & M	Easter Eggs for Easter Egg Hunt (grant funded)	£35.60
31	Co-op	Food for Easter Activities (grant funded)	£19.80
32	Asda	Food for Easter Activities (grant funded) Easter Eggs for Easter Egg Hunt (grant funded)	£191.78 £7.72
33	The Magic Toy Shop	Fitness Items for Easter Activities (grant funded)	£12.22
34	The Magic Toy Shop	Fitness Items for Easter Activities (grant funded)	£85.52
35	The Magic Toy Shop	Fitness Items for Easter Activities (grant funded)	£85.52
36	The Magic Toy Shop	Fitness Items for Easter Activities (grant funded)	£85.51
37	Baker Ross	Items for Ester Egg Hunt	£51.87
38	Spar	Mobile phone Topup	£15.00
39	Microsoft	365 Subscription	£5.99
40	Zoom	Zoom Subscription	£14.39
41	Lloyds	Monthly Fee	£3.00

Please note prices are gross where VAT applies

It was **Resolved (3)** the payments for April are approved.

Monies received April (over £100 only)

Date	Payer	Description	Amount
07.04.2021	Durham County Council	First payment (of two) of Precept	£68,825.50
12.04.2021	Durham County Council	Grant for Youth Club Easter Activities	£804.29

It was **Resolved (4)** monies received for April were noted.

May

No	Payee	Description	Amount
1	Staff	Salaries	£3,922.82
2	NEST	Employer & Employees' Pension Contributions	£219.09

3	HMRC	Employer Liabilities	£725.43
4	SE Landscaping	Grounds Maintenance Contract	£884.90
5	BT	Landline & internet	£50.64
6	ITC	Sophos Internet Security & One drive storage	£10.80
7	Vodafone	3 x Mobile Phones	£51.69
8	Scottish Power	Memorial Garden Lighting	£11.00
9	Total Business	Photocopier Usage	£16.11
10	Society of Local Council Clerks	Attention Grabbing Writing Training	£42.00
11	Mackenzie Building Contractors Ltd	Repairs to walls in Village Hall Memorial Garden	£126.00
12	County Durham Association of Local Councils (CDALC)	Sports Pavilion Sand and Cement	£619.21
13	Viking	Stationery and Postage Stamps	£37.48
14	Trophies Plus Medals	Medals for sports activities (grant funded)	£80.56
15	Spar	Mobile phone Topup	£15.00
16	Cloud Next	Domain Name Hosting	£132.00
17	Microsoft	365 Subscription	£5.99
18	Zoom	Zoom Subscription	£14.39
19	Lloyds	Monthly Fee	£3.00

Please note prices are gross where VAT applies

It was **Resolved (5)** the payments for May are approved.

Monies received May (over £100 only)

Date	Payer	Description	Amount
30.04.2021	Football Foundation	Payment of part of Grant for Sports Field	£4,102.00

It was **Resolved (6)** monies received for May were noted.

d) Budget

The Clerk circulated the budget to date 31 March 2021. It was **Resolved** the information is noted.

e) Review of Council fees 2021 to 22

The Clerk had circulated information regarding Council fees as follows:

Payer	Current Fee/Receipt
Coxhoe Allotment Association	£198.04
Quarrington Hill Allotment	£35 per plot and £5 key deposit
Grazing Rights	£0 agreed for 2021/22

Chronicle Advertisers	£200 full page £80 half page £40 quarter page
Photocopies (not related to publication scheme items)	At cost rounding up to nearest full penny per colour page or mono page Reasonable amount is free for community groups

It was **Resolved (1)** to note the fees.

It was **Resolved (2)** to agree the fees for 2021/22.

888 To consider and note other matters relating to governance of Coxhoe Parish Council

a) Action Plan 2021 to 22

The Clerk had circulated the Action Plan with the agenda. It was **Resolved** to note the Action Plan.

b) Distribution of Councillor Handbooks including Parish Council policies

It was **Resolved** to note the Councillor Handbooks are being updated.

c) Note and approve Council and Committees' meeting dates for the current municipal year

Committee meeting dates are above at minute 886a. Council meeting dates were proposed as follows:

Date and Time	Meeting	Venue
Wednesday 19 May 2021 6.30pm	Annual General Meeting	Coxhoe Village Hall
Tuesday 1 June 6.00pm	Annual Assembly of Electors	Coxhoe Village Hall
23 June 2021 6.30pm	Ordinary Meeting	Coxhoe Village Hall
Monday 5 July 2021 6.30pm	Ordinary Meeting	Quarrington Hill Community Centre
Wednesday 1 September 2021 6.30pm	Ordinary Meeting	Coxhoe Village Hall
Wednesday 6 October 2021 6.30pm	Ordinary Meeting	Coxhoe Village Hall
Monday 1 November 2021 6.30pm	Ordinary Meeting	Quarrington Hill Community Centre
Wednesday 1 December 2021 6.30pm	Ordinary Meeting	Coxhoe Village Hall
Monday 10 January 2022 6.30pm	Ordinary Meeting	Coxhoe Village Hall
Wednesday 2 February 2022 6.30pm	Ordinary Meeting	Coxhoe Village Hall
Wednesday 2 March 2022 6.30pm	Ordinary Meeting	Coxhoe Village Hall
Wednesday 6 April 2022 6.30pm	Ordinary Meeting	Coxhoe Village Hall
Wednesday 4 May 2022 6.00pm	Annual Assembly of Electors	Coxhoe Village Hall
Wednesday 4 May 2022 6.30pm (or directly after the Annual Assembly of Electors)	Annual General Meeting	Coxhoe Village Hall

It was **Resolved (1)** to approve the above Council and Committees' meeting dates for the current municipal year.

It was further **Resolved (2)** that Officers have the authority to call Committee meetings or not as they see fit.

d) Note the Council's Code of Conduct

It was **Resolved** to note the Council's Code of Conduct.

889 To consider a Co-option Policy and co-option to vacancies in Coxhoe Ward

a) To agree a Co-option Policy for the Parish Council

It was **Resolved (1)** to note the draft policy including expression of interest form. It was **Resolved (2)** the policy to state that candidates are invited to attend a meeting before co-option. It was **Resolved (3)** to approve that candidates would be asked to leave the room while consideration is taking place. It was **Resolved (4)** the Council agrees with the content of the policy and approves the policy for use by the Clerk and the Council.

b) To agree co-option to two vacancies in Coxhoe Ward

It was **Resolved** the Clerk to advertise the vacancies and for expressions of interests to be submitted for discussion at the Ordinary Meeting in July.

890 To consider the Clerk's Report

a) Activity relating to Community Support including Coxhoe Cares and Coxhoe and Area Community Pantry

The Clerk passed on thanks to the Administration Officer and all volunteers for their hard work on Coxhoe Cares. It was **Resolved (1)** to note Officers will continue to provide pandemic related support to volunteers and will review the position once restrictions are lifted.

The Clerk advised that Officers have had to give more time to the Community Pantry in recent weeks and this may continue for a while longer, and that new volunteers are sought. Councillor Lowes said that the impact on staff must be considered. It was **Resolved (1)** to note the report and update.

b) Matters raised by residents

The Clerk had circulated details of matters raised by residents. It was **Resolved** the issues were noted.

c) Expected Chronicle publication dates

It was **Resolved** to agree the Chronicle publication dates as usually June, September and December 2021 and March 2022.

d) Matters and developments reported by the Clerk

It was **Resolved** to note the information and to approve the Clerk to purchase of two new Council flags.

891 To consider the Planning, Correspondence and Consultations Report

a) To consider planning applications

1. DM/21/01175/FPA 9 Station Road East Coxhoe DH6 4AT

It was **Resolved** the planning application was noted.

2. DM/21/01200/FPA 98 Browning Hill Coxhoe DH6 4SA

It was **Resolved** the planning application was noted.

3. DM/21/01325/FPA The Manse Linden Villas Coxhoe DH6 4DX

This application has been called in to the County Council's Planning Committee. Parish Councillors had been made aware of the plans to develop a children's home and noted this information

previously, they did not feel they were made aware of the full circumstances which are now coming to light. Having reviewed the current application and with residents having made some comments to Councillors, Parish Councillors objected to the plans because this is a residential area and residents are entitled to quietly enjoy their residential amenity and privacy. The Parish Council is very clear that it does not want this to be put at risk, and from comments to Councillors, residents evidently feel that it is being put at risk. In addition, the house is on the road to the primary school, a road which already has significant traffic and parking problems, and where Durham County Council have recently installed a bus gate to assist with these problems. Increased parking for staff and visitors will make this road more busy and so more dangerous. It was **Resolved (1)** to object to this application on the grounds above. It was further **Resolved (2)** that Councillor Simpson would attend the Committee meeting if possible, to give the objection on behalf of the Parish Council.

b) To note approved, withdrawn and refused decisions

None.

c) To consider correspondence

1. Mary Foy MP: Response regarding remote meetings for local councils
2. Durham County Council: Notification of Committee Date for DM/20/03213/FPA 15 The Avenue
3. Durham County Council: County of Durham A67 Cornforth Lane bus gate and no entry order 2021

It was **Resolved** the correspondence was noted.

d) To note bulletins

It was **Resolved** the bulletins were noted.

892 Youth Provision

Councillors thanked the staff of the Youth Service and said they were impressed with the engagement with young people. The session in Quarrington Hill is expected to be reinstated soon. It was **Resolved** to note the report, with thanks to the Youth Staff.

893 To note or agree information on Land, Buildings and Open Spaces

a) To note land owned and leased by Coxhoe Parish Council

The Clerk had circulated information. It was **Resolved** to note the land owned and leased by the Parish Council.

b) To discuss and agree expenditure on a survey for Quarrington Hill Churchyard

The Clerk had circulated a report. It was **Resolved (1)** to note the report. It was further **Resolved (2)** that the Clerk and Chair would undertake further discussion with Cassop cum Quarrington Parochial Church Council, and would offer to pay half of the cost provided for the survey required.

c) To receive a report and agree expenditure on items for Shaun Henderson Community Sports Ground

The Clerk had circulated a report. The following were Resolved:

- (1) the report was noted.
- (2) a container will be purchased at the net cost of £2305.00, part of which is grant funded.
- (3) the Clerk is to discuss goalposts with Coxhoe United.

894 To confirm the date and time of the next Ordinary Meeting

It was **Resolved (1)** the next meeting will be the Ordinary Meeting on Wednesday 23 June at 6.30pm. It was **Resolved (2)** to note that the Annual Assembly of Electors will be held on 1 June at 6.00pm.

At 8.30pm the Chair requested members' agreement, as per Standing Order 3(x), to extend the meeting beyond the standard 2-hour period. It was **Resolved** that Standing Order 3(x) be invoked and the meeting continue.

895 To consider a resolution that the following items were 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 were asked to leave the meeting.

At this point of the agenda it was **Resolved** that all members of the press and public were asked to leave the meeting in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

County Councillor Blakey and the Administration Officer left the meeting at this point.

896 To agree the Parish Council's position and agree expenditure on legal and financial advice in relation to the Old School Site

The clerk had circulated a report. The following were **Resolved**:

(A) the report was noted.

(B) the Clerk is authorised to undertake a partial assessment with the financial adviser and to proceed to full assessment if value is found.

(C) the Council is prepared to pay additional costs to reach a negotiated settlement; the Clerk is delegated authority to undertake and monitor this in consultation with the Chair and Vice Chair and to report to Council in advance or as soon as practicable, to enable the process to continue in a timely manner.

897 To agree action on Parish Council operational matters

The Clerk had sent a report.

Councillor Lowes and Councillor Brown declared an interest.

The following were **Resolved**:

(A) the report was noted.

(B) the Clerk to bring to Council as soon as possible a report on staffing and recruitment to the youth service for agreement, and to prepare the paperwork for recruitment.

The meeting closed at 9.00pm.

Certified as a True Record:

Chair (Sign)

Date