

## Public Report: Ordinary Council Meeting

Monday 10 January 2022 6.30pm at Quarrington Hill Community Centre

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Claire Llewelyn – Clerk and Responsible Finance Officer

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**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. Instructions from Parish Council Officers should be followed at all times. Everyone attending is encouraged to take a lateral flow test before the meeting and only attend if it is negative. The risk assessment detailing the measures is available through the link at agenda item 1.

Please use the links (in blue text) throughout this report to access further information and reports. This report follows the agenda for the meeting.

**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 29 November 2021](#) (the Council's December Meeting)** (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 receive Committee minutes**

To receive the [draft minutes of the Events, Environment and Finance Committee meeting held on 6 December 2021](#)

**Recommendation:** note that the draft minutes of the above Committee have been received.

**9 [To agree Committee membership and appoint a Lead Councillor for Allotments](#)**

**10 [To confirm delegation arrangements to the Clerk in the event of the introduction of significant pandemic restrictions](#)**

To consider delegation to the Clerk to ensure, if necessary, the business of the Council continues and policies are updated until such time as activity is ratified at a Council meeting

**11 To consider financial matters**

a) [Finance Report, Bank Reconciliation and Payment Schedule](#)

b) Employer costs for December 2021

c) Budget 2021 to 2022

[Budget document](#)

**12 [To agree the Council's annual action plan for 2022 to 23](#)**

For your information, you may wish to view the [current year's action plan](#).

**Recommendation:** amend and agree the draft action plan for 2022 to 23 which has been developed by the Clerk and the Events, Environment and Finance Committee for consideration by the full Council.

**13 To agree the budget for the financial year 2022 to 23**

a) to note the Council's Risk Assessment

[Full Council risk assessment](#)

[Action plan for the risk assessment](#) (contains the controls measures which are included in the risk assessment above – smaller document)

**Recommendation:** note the full Council risk assessment.

b) to note the Parish [Council's Reserves Policy](#)

**Recommendation:** note the Reserves Policy.

c) to agree the Council's budget for 2022 to 23

Use the budget document from agenda item 11c.

See sections 3 and 4 in the report for agenda item 14 for further details and recommendations.

**14 [To determine the Parish precept for 2022 to 23](#)** (report enclosed)

**15 [Clerk's Report](#)**

a) To consider Matters raised by residents including salt bin request

b) To note training undertaken

c) To note an update about defibrillators

d) To note the resolutions log, activity undertaken and the Clerk's priorities

**16 To note Parish Council Youth Provision Report**

**17 [Planning, Correspondence and Consultations Report](#)**

a) To consider planning applications

1. [DM/21/04073/AD](#) Bogma Hall Farm, Coxhoe, DH6 4EN

2. [DM/21/04164/FPA](#) Andemali Front Street South, Quarrington Hill, DH6 4QN

3. 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

1. National Association of Local Councils, Society of Local Council Clerks and One Voice Wales Civility and Respect Working Group recommendation to place a statement on parish council websites

2. County Durham Association of Local Councils referendum principles and model letters to send to MP and Government regarding remote meetings

3. County Durham Association of Local Councils update on double taxation

d) To note bulletins

### **18 To consider Land, Buildings and Open Spaces**

a) to consider advice and an update about Quarrington Hill Churchyard

b) to note an update about King's Wood

c) to note information about CCTV and damage to the carpet at Shaun Henderson Community Sports Ground

d) to consider measures to address parking issues in Coxhoe Village Hall car park

e) to consider an application for Section 106 monies in Coxhoe

f) to review and consider expenditure on the Parish Room, Coxhoe Village Hall

### **19 To consider items for the agenda of a future meeting**

### **20 To confirm the date and time of next meeting**

a) To resolve the next Ordinary Meeting will be on Monday 7 February 2022 at 6.30pm

b) to approve changing the date of the next meeting of the Events, Environment and Finance Committee Meeting to Monday 13 February 2022 at 6.00pm

**21 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 which applies whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution; at this point of the agenda, if agreed, all members of the press and public would be asked to leave the meeting**

**22 To note updates and agree resolutions about Parish Council staffing and recruitment** (report provided for Councillors)

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.