



## Public Report: Coxhoe Parish Council Ordinary Meeting

Monday 7 February 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 when not seated. 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 10 January 2022](#)**

**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**

a) To receive the [draft minutes of the Human Resources Committee Meeting held on 12 January 2022](#)

b) To receive the [draft minutes of the Youth Strategy Group Committee Meeting held on 20 January 2022](#)

**9 [To approve Parish Council meeting dates for the year 2022 to 23](#)**

## **10 To consider financial matters**

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

b) Employer costs for January 2022

A report will be provided for Councillors.

c) [Budget 2021 to 2022](#)

**Recommendation:** note the budget and budget notes.

## **11 Review of Internal Audit and Appointment of Internal Auditor**

a) [Review of Internal Audit requirements](#)

b) Appointment of Internal Auditor

A report will be provided for Councillors.

## **12 Review and agreement of Human Resources Advice Provider**

A report will be provided for Councillors.

## **13 To consider tender documents and agree a provider for the Council's Grounds Maintenance Contract 2022 to 2025**

A report will be provided for Councillors.

## **14 To consider and approve Parish Council Policies**

a) [Subject Access Request Policy](#)

b) [Safeguarding Children and Vulnerable Adults Policy](#)

c) Flag Policy

A report will be provided for Councillors.

d) Code of Conduct

A report will be provided for Councillors.

## **15 Clerk's Report**

a) To consider matters raised by residents

b) To note training undertaken

c) 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 any response to the County Council regarding planning applications

1. [DM/21/04121/FPA](#) 14 Belgrave Court, Coxhoe DH6 4BH

2. [DM/21/02991/VOC](#) pursuant to [DM/17/03568/FPA](#) Stray Aid, East Pasture Farm, Coxhoe DH6 4EL

3. [DM/22/00098/FPA](#) 48 Green Crescent, Coxhoe DH6 4BE

4. [DM/22/00224/FPA](#) Coxhoe Village Hall, Coxhoe DH6 4DB

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  
Durham County Council response and presentation on double taxation

d) To note bulletins

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

A report will be provided for Councillors.

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 and note the CCTV Policy for Shaun Henderson Community Sports Ground

e) to agree actions and consider a request to purchase land at Prospect Place, Coxhoe

f) to receive a report and agree actions on land around Cornforth Lane

g) to agree activity, expenditure and grant funding at King's Wood, Quarrington Hill

### **19 Community Reports**

To receive a [report from Coxhoe History Group](#)

Attached is a poster. The group are introducing their new touch screen display.

**Recommendation:** note the report from Coxhoe History Group.

### **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 7 March 2022 at 6.30pm

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.