



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

Ordinary Meeting of Coxhoe Parish Council on Wednesday 6 July 2022 at 6.30pm
in the upstairs rooms at Coxhoe Village Hall.

The Press and Public are very welcome to attend this meeting.

Please note: due to 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. 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. All present should maintain social distancing of at least two metres. Instructions from Parish Council Officers should be followed. Those attending are encouraged to have completed a negative lateral flow test before the meeting.

Public Report

Please use the links throughout the 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 8 June 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 consider and agree financial matters

- a) [Finance Report, Bank Reconciliation and Payment Schedule](#)
- b) Employer costs for June 2022
- c) [Budget 2022 to 2023](#)
- d) Five year forward budget and action planning
- e) Parish Council credit card

9 To consider and approve Parish Council Policies

- a) [Provision of Seating and Memorials Policy](#)

The Clerk has considered bringing together the Seating Policy and the Memorial Tree Planting Policy but this over complicated the policy. She has added detail to this policy about what the Council would wish to allow for and on Memorials and benches as discussed by Councillors at a previous meeting, and made this Policy similar to the Tree Policy by adding the form.

Recommendation: approve the draft Seating and Memorials Policy.

- b) [Social Media Policy](#)

The Clerk has made two amendments (marked in the draft Policy) to section 5 to clarify data protection responsibilities for emails.

Recommendation: approve the draft Social Media Policy.

- c) [Lone Working Policy](#)

The Clerk has made substantial changes to the previous Policy, and amended the procedures included, to make more user friendly.

Recommendation: approve the draft Lone Working Policy.

- d) [Data Protection Policy](#)

Recommendation: approve the draft Data Protection Policy.

- e) To consider approval of a Policy on use of Parish Council land

10 Clerk's Report

- a) To consider matters raised by residents
- b) To consider the Working Group for Neighbourhood Planning
- c) To agree Chronicle editions and printing costs
- d) To receive a training report
- e) To note activity undertaken and the Clerk's priorities

11 To note Parish Council [Youth Provision Report](#)

12 [Planning, Correspondence and Consultations Report](#)

- a) To consider any response to the County Council regarding planning applications
 - 1. None received.

- 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

1. Durham County Council Ageing Well Survey

2. County Durham Association of Local Councils Nominations for President, Vice President, Honorary Treasurer and Honorary Auditor

3. Durham County Council New Mayor of Durham Appeal Fund

d) To note bulletins

13 To consider activity and expenditure on Land, Buildings and Open Spaces (reports enclosed)

a) To consider matters and any correspondence relating to Quarrington Hill Churchyard

b) To note and approve activity at Shaun Henderson Community Sports Ground

c) To consider an update on and request for use of Parish Council land at Prospect Place

d) To consider a request for use of Coxhoe Village green for a classic car event

e) To consider actions at Coxhoe Churchyard

f) To approve the lease and associated costs for land adjacent to Quarrington Hill Community Centre

g) To consider issues, activity and improvements on Coxhoe Village Greens

h) To receive a revised tree inspection report

i) To update on Kings Wood Countryside Stewardship Application

j) To consider potential expenditure at Quarrington Hill Allotments on the fence, removing vegetation and rubbish

k) To approve activity and receive any update on land adjacent to Cornforth Lane

l) To consider the Parish Council's broadband provision at Coxhoe Village Hall

m) To consider plans in relation to the Parish Council's land, buildings and open spaces

14 To receive Community Reports

[Coxhoe History Group](#)

Recommendation: note the information received from Coxhoe History Group.

15 To consider items for the agenda of a future meeting

16 To confirm the date and time of next meeting

To confirm the date of the next Ordinary Meeting as Wednesday 7 September at 6.30pm

17 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

18 To consider resolutions regarding land and legal advice provided to the Council

19 To consider resolutions regarding the Clerk's, advisory bodies' and legal advice provided to the Council

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.