

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



31 August 2022

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 and are encouraged to have completed a negative lateral flow test before the meeting. Instructions from Parish Council Officers should be followed.

To All Members of the Parish Council

You are hereby summonsed to attend the **Ordinary Meeting of Coxhoe Parish Council** on **Wednesday 7 September 2022 at 6.30pm** in the upstairs rooms at Coxhoe Village Hall 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 6 July 2022](#) and the [minutes of the Special Meeting held on 19 August 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 consider, note and agree financial matters (reports to follow)

- a) Finance Report, Bank Reconciliation and Payment Schedule
- b) Employer costs for July and August 2022

- c) Budget 2022 to 2023
- d) Five year forward budget and action planning
- e) To consider the option to opt out of Smaller Authorities Audit Appointments Board central external auditor appointment arrangements
- f) To note conclusion of audit for the year 2021 to 22

9 To consider and approve Parish Council Policies (enclosed)

- a) Grievance Policy
- b) Disciplinary Policy
- c) Annual Leave Policy
- d) Flexible Working Policy
- e) To amend Standing Orders

10 To consider matters in the Clerk's Report (enclosed)

- a) Matters raised by residents
- b) Working Group for Neighbourhood Planning
- c) Update about Quarrington Hill Community Centre and approve Parish Clerk activity
- d) Coxhoe & Area Community Pantry & Foodbank
- e) Pensions Regulator re-declaration for the Parish Council
- f) Defibrillators' usage and maintenance
- g) To note activity undertaken and the Clerk's priorities

11 To note Parish Council Youth Provision Report (to follow)

12 Planning, Correspondence and Consultations Report (enclosed)

- a) To consider any response to the County Council regarding planning applications
 1. [DM/22/01941/FPA](#) Steven Scarr Hairdressing, 18C Church Street, Coxhoe DH6 4DD
 2. [DM/22/01776/FPA](#) Durham County Council, 4 Co-Operative Terrace, Coxhoe DH6 4DQ
 3. [DM/22/01762/FPA](#) 3 & 3A West Parade, Coxhoe DH6 4HL
 4. [DM/22/02128/FPA](#) 1 Commercial Road West, Coxhoe DH6 4HJ
 5. [DM/22/02297/TPO](#) Thornvale, Station Road West, Coxhoe DH6 4AS
- 6. 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. Breedon, Raisby Quarry invitation to Quarry liaison meeting
 2. Durham Hospital Radio Grant Request
 3. County Durham Association of Local Councils Vacancy on Executive Committee
 4. Department for Transport Draft Order: NE/5178 – Proposed Stopping up of highway at 17 Church Street, Coxhoe, Durham, DH6 4DD

d) To note bulletins

13 To note Parish Council vacancies and the Clerk's actions (report enclosed)

- a) Coxhoe Ward vacancy
- b) Quarrington Hill Ward vacancy

14 To consider Community Emergency Planning (report enclosed)

15 To consider activity and expenditure on Land, Buildings and Open Spaces (reports to follow)

- a) To consider matters and any correspondence relating to Quarrington Hill Churchyard
- b) To note and approve activity, expenditure, paperwork, team and community use and charges at Shaun Henderson Community Sports Ground
- c) To consider activity at the land adjacent to Quarrington Hill Community Centre
- d) To consider activity for a second railway gate in Coxhoe
- e) To consider actions at Coxhoe Churchyard
- f) To approve activity and receive any update on land adjacent to Cornforth Lane
- g) To consider Christmas lighting on Coxhoe Village Green
- h) To consider the Parish Council's broadband provision at Coxhoe Village Hall
- i) To update on Kings Wood Countryside Stewardship Application
- j) To consider plans in relation to the Parish Council's land, buildings and open spaces

16 To receive Community Reports

Coxhoe History Group

17 To consider items for the agenda of a future meeting

18 To confirm the date and time of next meeting

To confirm the date of the next Ordinary Meeting as Wednesday 5 October at 6.30pm

19 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

20 To consider resolutions regarding land and legal advice provided to the Council (to follow)

21 To consider resolutions regarding the Clerk's, advisory bodies' and legal advice provided to the Council (enclosed)

22 To consider recruitment to the Parish Council's Youth Service (enclosed)

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.