

CCL2014.05.20

At the Annual Council Meeting of **COLEHILL PARISH COUNCIL** held at COLEHILL MEMORIAL HALL on **20 MAY 2014**.

PRESENT

Cllr Graeme Smith, Chairman

Cllr Susan Cowsill, Vice-Chairman

Cllrs Susan Davies, Sue Gretton, Mike Huntriss, Dave Mitchell, David Packer, Barry Roberts, Peter Scriven and John Warren.

APOLOGIES

Cllrs Gary Adams, Janet Dover, KD Johnson, Tony Holloway

IN ATTENDANCE

Mrs T Paine - Clerk

Prior to the commencement of the meeting a silent tribute was held in memory of the late Cllr Don Wallace, who had represented Colehill East from 1973 to 2013.

1.14 APPOINTMENT OF CHAIRMAN

Cllr Smith had been proposed by Cllr Mitchell and seconded by Cllr Davies.

RESOLVED that Cllr Smith be appointed Chairman of the Parish Council for the ensuing year.

2.14 APPOINTMENT OF VICE-CHAIRMAN

Cllr Cowsill had been proposed by Cllr Mitchell and seconded by Cllr Davies.

RESOLVED that Cllr Cowsill be appointed Vice-Chairman of the Parish Council for the ensuing year.

3.14 DECLARATIONS OF INTEREST

There were no declarations of interest.

4.14 CHAIRMAN'S REMARKS

The Chairman thanked Cllr Mitchell for his hard work throughout the last three years.

5.14 VACANCY

A vacancy had arisen due to Cllr Barnes' resignation. Notices would be displayed advising that residents could demand a poll. If no election was called then co-option notices would be displayed week commencing 2 June.

NOTED.

6.14 APPOINTMENT OF COMMITTEES

(a) FINANCE & GENERAL PURPOSES

The composition of the Committee was a minimum of 8 Members plus 1 Rota Member.

RESOLVED that Cllrs Gary Adams, Susan Cowsill, Susan Davies, Mike Huntriss, KD Johnson, Dave Mitchell, Graeme Smith, Peter Scriven and John Warren be appointed to serve on the Finance and General Purposes Committee for the ensuing year.

(b) HIGHWAYS & PLANS

The composition of this Committee was a minimum of 8 Members plus 1 Rota Member.

RESOLVED that Cllrs Gary Adams, Susan Cowsill, Susan Davies, Sue Gretton, Tony Holloway, Mike Huntriss, KD Johnson, David Mitchell, Barry Roberts, Graeme Smith and John Warren be appointed to serve on the Highways and Plans Committee for the ensuing year.

7.14 APPOINTMENT OF SUB-COMMITTEES

(a) HALL INSPECTION SUB-COMMITTEE

RESOLVED that Cllrs K Johnson, D Mitchell and J Warren be appointed to serve on the Hall Inspection Sub-Committee for the ensuing year.

(b) LAND MANAGEMENT SUB-COMMITTEE

RESOLVED that Cllrs S Cowsill, S Gretton, K Johnson and D Mitchell and Mrs Lesley Haskins be appointed to serve on the Land Management Sub-Committee for the ensuing year.

(c) RISK ASSESSMENT SUB-COMMITTEE

RESOLVED that Cllrs K Johnson, D Mitchell and P Scriven be appointed to serve on the Risk Assessment Sub-Committee for the ensuing year.

8.14 APPOINTMENT OF WORKING PARTIES

(a) CORE STRATEGY WORKING PARTY

RESOLVED that Cllrs S Davies, D Mitchell and D Packer be appointed to serve on the Core Strategy Working Party for the ensuing year.

Members NOTED that representatives from Wimborne Minster Town Council and a Wimborne resident were also members of the Core Strategy Working Party

(b) HIGHWAY IMPROVEMENT SCHEMES WORKING PARTY

RESOLVED that Cllrs S Cowsill, S Gretton, T Holloway, K Johnson, B Roberts and J Warren be appointed to serve on the Highway Improvement Schemes Working Party for the ensuing year.

- (c) **COMMUNITY GOVERNANCE REVIEW GROUP**
RESOLVED that Cllrs S Davies, J Dover, D Mitchell, D Packer, J Warren be appointed to serve on the Community Governance Review Group for the ensuing year.

9.14 APPOINTMENT OF REPRESENTATIVES ON OTHER BODIES

RESOLVED that the following Members be appointed to represent the Parish Council on other Bodies:

- (a) **WIMBORNE CEMETERY (Four year term to 2015)**
Cllrs Cowsill and Huntriss.
- (b) **THE GREATHED CHARITY TRUSTEES**
Cllrs Johnson and Mitchell. The Clerk to seek clarification from St Michael's Church as to whether this trust still existed.
- (c) **DAPTC - EASTERN AREA COMMITTEE**
Cllrs Johnson and Warren.
- (d) **DAPTC - LARGER COUNCILS COMMITTEE**
Cllrs Johnson and Warren.
- (e) **PARTNERS AND COMMUNITIES TOGETHER**
Cllrs Dover and Warren.
- (f) **MEMORIAL HALL MANAGEMENT COMMITTEE**
Cllr Gretton. (Cllr Warren would attend in Cllr Gretton's absence).

10.14 PARISH RIGHTS OF WAY LIAISON OFFICER

RESOLVED that Cllr Scriven be appointed Rights of Way Liaison Officer for the ensuing year.

11.14 PARISH TREE WARDEN

RESOLVED that Cllr Warren be appointed Tree Warden for the ensuing year.

12.14 PARISH GYPSY LIAISON OFFICER

RESOLVED that Cllr Warren be appointed Gypsy Liaison Officer for the ensuing year.

13.14 PARISH HISTORIC ENVIRONMENT LIAISON OFFICERS

RESOLVED that Cllrs Gretton and Scriven be appointed Historic Environment Liaison Officers for the ensuing year.

14.14 PRESS OFFICER

RESOLVED that Cllr Davies be appointed Press Officer for the ensuing year.

15.14 EDITORIAL BOARD – WEBSITE AND NEWSLETTER

RESOLVED that Cllrs Davies, Johnson, Mitchell and Packer be appointed for the ensuing year.

16.13 SPEED INDICATOR DEVICE VOLUNTEERS

RESOLVED that Cllr Johnson be thanked for his support in installing the SID in the Parish.

Cllrs Huntriss, Scriven, Roberts, Smith and Warren advised that Cllr Johnson could call upon them to help if required. The Clerk would distribute the SID installation guidelines to those Members.

17.13 BMX AND MOUNTAIN BIKE TRAIL REPRESENTATIVES

RESOLVED that Cllrs Johnson, Mitchell, Mr Davies and the Clerk be thanked for volunteering to inspect the BMX and Mountain Bike trail.

A full list of current appointments appears as Appendix 1 in the Minute Book.

18.13 BENCH INSPECTORS

To confirm that those Members listed are able to continue inspecting the benches as shown:

a	Lapwing Road – Cllr Cowsill	g	Cnr of Middlehill Rd/Hayes Ln – Cllr Mitchell
b	St Michael’s Church – Cllr Davies	h	Wimborne Rd, opp Beaucroft Ln – Cllr Packer
c	Cannon Hill Rd (to be replaced) – Cllr Johnson	i	Furzehill, off Cranborne Road – Clerk
d	Five Ways Cross – Clerk	j	Middlehill Road, outside 143 and 145 - Clerk
e	Colehill Post Office, opposite – Clerk	k	Leigh Road (Bytheway) – Clerk
f	Corner of Pilford Heath Road – Cllr Mitchell	l	Corner of Weston Road – Clerk

19.14 GRIT BIN INSPECTORS

To confirm that those Members listed are able to continue inspecting the grit bins as shown:

1	Park Homer Drive	Cllr Adams	10	Onslow Gdns	Clerk
2	Heron Drive (Pilord Hth Rd)	Cllr Cowsill	11	Giddylake (Burts Hill end)	Clerk
3	Bridleway (78 Canford Bott)	Cllr Holloway	12	Cutlers Pl (Jessopp Rd)	Cllr Smith
4	Saddle Close	Cllr Holloway	13	Ashmeads Way	Cllr Smith
5	Bridleway (Harness Close)	Cllr Johnson	14	Ashmeads Cl	Cllr Smith
6	Glynville Close	Cllr Johnson	15	Olivers Rd/(Olivers Way)	Cllr Smith
7	Pilford Heath Rd (Lapwg Rd)	Cllr Mitchell	16	Lonnen Rd/ (Rotary Cl)	Cllr Warren
8	Brackenhill Road	Cllr Mitchell	17	Woodview/ (Lonnen Rd)	Cllr Warren
9	Wesley Road close to No 7	Clerk			

20.14 MINUTES

The Minutes of the Annual Parish Meeting and Council Meeting held on 8 April were submitted.

RESOLVED that the Minutes be approved and signed.

21.14 MATTERS ARISING ON THE MINUTES

417.14 (c) Cllr Davies advised that the contracts were in place for the development of the Colehill and Wimborne Youth and Community Centre. Building works would commence on 7 July, with completion possible by the end of October.

422.14 WMTC had agreed to contribute £1000 towards the Colehill and Wimborne Youth and Community Centre.

425.14 403.14 Regarding builders' vehicles obstructing roads, EDDC had advised that on larger sites a condition was imposed on the planning permission which required a construction management plan to be submitted and approved, which should contain the arrangements for parking onsite. On other sites, the obstruction of the highway was a police matter.

425.14 413.14 EDDC had replaced the 35 dragons teeth at Bytheway. EDDC had advised that they had carried out the work as a "one-off" and would not be able to do any future work as the land was owned by DCC. EDDC would be contacting DCC to ensure that they took responsibility for the land in future.

426.14 Core Strategy Cllr Davies reported that the CE of EDDC had advised three weeks ago that Council Officers would respond to her enquiries. To date no responses had been received. Cllr Davies also reported that the Core Strategy Management Team was seeking advice from Counsel as to whether a judicial review could be requested.

426.14 Core Strategy Cllr Scriven advised that Bournemouth Archaeology was commissioned by Bloor Homes to undertake the necessary trial trench evaluation in line with recommendations made by DCC's Archaeologist. Both the eastern and western side of the development area had significant time constraints and was monitored by the Archaeologist. The agreement and commission for Bournemouth Archaeology did not require any community involvement.

427.14 EDDC Community Governance Review The public meeting had been sparsely attended. However, the questionnaire would be in the Clarion and more public meetings would be arranged.

431.14 Rights of Way EDDC had advised that the gates were the most adaptable and versatile on the market and, unfortunately, there was nothing more in terms of DDA accessibility that could be done.

431.14 Historic Environment The Clerk would be contacting Dave Ayres at DCC to advise of the representatives and to complain that no information was ever forthcoming.

22.14 COMMITTEE REPORTS

- (a) HIGHWAYS & PLANS – 15 April
The report of the Meeting was submitted.

436.14 PA 3/14/0181/HOU 20 Paget Close A resident had requested that the Committee's comments on PA 3/14/0181/HOU 20 Paget Close be reviewed, however the Members decided that the comments were correct and could not be altered.

443.14 The Forestry Commission would remove the bench and replace it with a new one as soon as possible.

448.14 (c) The pothole outside St Michael's Church had been repaired.

RESOLVED that the report be approved and adopted.

- (b) FINANCE AND GENERAL PURPOSES – 15 April
The report of the Meeting was submitted.

450.14 The newsletter would be printed by 23 May and distributed week commencing 26 May.

454.14 Conservation Day Incident The Police had spoken to the people involved in the incident.

RESOLVED that the report be approved and adopted.

- (c) HIGHWAYS & PLANS – 6 May
The report of the Meeting was submitted.

464.14 (a) The pothole in Lonnen Road had been repaired.

465.14 Cllr Davies had not yet received a response regarding her request to EDDC that the 3 minute public speaking rule at EDDC's Planning Committee be waived when the development at Burts Hill/Cranborne Road was discussed.

RESOLVED that the report be approved and adopted.

23.14 MEMBERS' ATTENDANCE 2013/14

A summary of Members' attendance at Council and committee meetings was circulated for information.

NOTED.

24.14 ANNUAL RETURN – YEAR END MARCH 2014

The Clerk had circulated a copy of the relevant sections of the Annual Return for the year ended 31 March 2014 a copy of which appears as Appendix 2 to these Minutes in the Minute Book.

RESOLVED that the Statement of Accounts and Annual Governance Statement be approved and signed by the Chairman of Council.

25.14 AUDIT OF PARISH COUNCIL ACCOUNTS

Members NOTED the Internal Auditor's letter, dated 30 April, which advised that she was satisfied with the controls and procedures that were in place. The Members thanked the Clerk for her work.

26.14 NEWSLETTER DISTRIBUTION

Cllr Davies advised that to ensure all Colehill residents had an opportunity to comment on possible boundary changes it was important that the latest edition of the newsletter was distributed to every household.

Various methods of distribution had been investigated, however it was decided that 2nd class post was the most reliable. A company had offered their franking equipment and this would reduce the cost by 20p per newsletter. The newsletter would be distributed week commencing 26 May. Notices advising residents to respond to the questionnaire would be displayed on the notice boards and on the website.

NOTED.

**27.14 REPORTS
EDDC**

Cllr Packer advised that Cllr Robin Cook was the new EDDC Chairman.

WIMBORNE CEMETERY JOINT MANAGEMENT COMMITTEE

Cllr Huntriss had attended a DAPTC training seminar on cemetery management.

THE REEF MANAGEMENT COMMITTEE

Cllr Davies advised that Town Cllr Alan Spencer had been made a trustee of the Colehill and Wimborne Youth and Community Centre. She said that David Tarring had requested that a Parish Councillor be a trustee. This matter would be discussed at Council on 24 June.

Cllr Roberts advised that he had been asked to be a Trustee (due to his involvement as a parent) and he had accepted.

COLEHILL MEMORIAL HALL MANAGEMENT COMMITTEE

Cllr Gretton advised that the blinds in the committee room were being fitted this week, there was no progress with the stage lighting, the Hardy Plant Society was organising a quiz night for October and the Management Committee had asked her to relay their thanks to the Council for the grant they had been awarded.

HOMEWATCH

Cllr Warren had attended the recent AGM. As no other HomeWatch members had volunteered for the officer roles, the same officers were returned.

RIGHTS OF WAY

Cllr Roberts reported that the wooden path at Churchmoor Copse had rotted exposing the metal spikes holding the path together. EDDC to be advised of this potential hazard.

MATTERS FOR INFORMATION

- (a) Cllr Mitchell reported that ETAG had submitted a 42 page document to EDDC objecting to the Burts Hill/Cranborne Road development.
- (b) Cllr Packer advised on the open spaces at Cranfield Avenue/Wesley Road. The spaces were not owned by anyone and residents were concerned about garden grabbing and trees being damaged. Cllr Packer advised that he had arranged a meeting with Annette Brooke MP, the WMTC and CPC Clerks and a resident to discuss the matter. At the meeting it was agreed that:

- i. the two clerks would inspect the area at least once a year to ensure there were no encroachments;
 - ii. Annette Brooke would make a presentation in Parliament requesting a change in the law for un-owned open spaces;
 - iii. the resident would form a residents' association in order to become a planning consultee for the area; and
 - iv. the clerks would investigate whether the trees were, or could be, protected with Tree Preservation Orders.
- (c) Cllr Warren mentioned the new Government initiative of free school meals for children in Year 3 and below and asked that the Colehill schools be contacted to find out if they were prepared for this initiative. The schools should also be asked whether they would like a parish Councillor as a governor.

28.14 ACCOUNTS FOR PAYMENT

RESOLVED that the accounts listed in Appendix 3 to these Minutes in the Minute Book be passed for payment and cheques drawn accordingly.

29.14 ITEMS FOR INFORMATION

The Chairman reminded Members that the funeral of Cllr Wallace would be held on 27 May, at St John's Church, at 2.30pm.

The Meeting ended at 20:40 hrs.

CHAIRMAN