



## Colehill Parish Council

**Tracey Paine, Clerk to the Council**

Inglewood, 15 Greenclose Lane, Wimborne BH21 2AL

Telephone: 01202 900821

email: [clerk@colehill.gov.uk](mailto:clerk@colehill.gov.uk)

[www.colehill.gov.uk](http://www.colehill.gov.uk)

 [colehillpc](#)  [colehillnews](#)

3 May 2016

Dear Member

You are summoned to attend the Annual Meeting of **Colehill Parish Council** which will be held at **Colehill Memorial Hall, Cannon Hill Road, Colehill**, on **Tuesday 10 May 2016 at 7.30pm**.

Yours faithfully

Clerk

### **PUBLIC DISCUSSION PERIOD**

Members of the public will have an opportunity to raise questions before the meeting starts.

### **AGENDA**

**1. Appointment of Chairman**

***Cllr Susan Cowsill***

Nominated by Cllr Barry Roberts, Seconded by Cllr Peter Scriven.

Nominated by Cllr David Mitchell, Seconded by Cllr KD Johnson.

**2. Appointment of Vice Chairman**

***Cllr Barry Roberts***

Nominated by Cllr David Mitchell, Seconded by Cllr KD Johnson.

Nominated by Cllr Susan Cowsill, Seconded by Cllr Emma Urquhart.

**3. Apologies for Absence**

The Clerk to report any apologies for absence – Cllr Stephen King.

**4. Declarations of Interest**

In accordance with the Code of Conduct, Members are reminded that any prejudicial interests should be declared. Pro forma for this purpose are available at the meeting.

**Members are reminded to review their Register Entries to ensure they remain up to date. Copies will be available at the meeting.**

**5. Chairman's Remarks**

**6. Appointment of Committees**

- (a) Finance & General Purposes Committee (A minimum of 8 Members plus 1 Rota Member) (*Cllr King wishes to continue on this Committee*).
- (b) Highways & Plans Committee (A minimum of 8 Members plus 1 Rota Member).

**7. Appointment of Sub-Committees**

- (a) Hall Inspection Sub-Committee (This Sub-Committee meets annually).
- (b) Risk Assessment Sub-Committee (This Sub-Committee meets annually).

**8. Appointment of Working Parties**

- (a) New Neighborhoods' Working Group: To approve the Members as Cllrs Mitchell and Urquhart and Mrs Davies and Mr Spencer.
- (b) Highway Improvement Schemes Working Party: (Members need to be on the Highways and Plans Committee only).
- (c) Devolved Services Working Party: To approve the Members as Cllrs Cowsill, L Dickens, Johnson and King.

**9. Appointment of Representatives**

To appoint representatives on the bodies shown below. Appointments are annual unless stated. (A full list of Representatives for 2015/16 is attached to the Agenda on blue paper for information).

- (a) Wimborne Cemetery Joint Management Committee (Four year term to 2019) – Two confirm that Cllrs Cowsill and Urquhart still wish to be members
- (b) East Dorset Environment Partnership – One Member
- (c) The Greathed Charity Trustees (Three year term, expires May 2016) – Two Members
- (d) Eastern Area Committee DAPTC - Two Members
- (e) Larger Councils Committee DAPTC - Two Members
- (f) Partners and Communities Together - Two Members
- (g) Colehill Memorial Hall Management Committee – One Member
- (h) Rights of Way Liaison Officer – One Member
- (i) Parish Tree Warden – Cllr King is happy to continue.
- (j) Parish Gypsy/Traveller Liaison Officer – One Member
- (k) Home Watch Representative – One Member
- (l) Historic Environment Liaison Officer – One Member
- (m) Wimborne History Festival Representative – One Member
- (n) Press Officer – One Member
- (o) Editorial Board for the website, Facebook, Twitter and any publications (administrators for Facebook are Cllrs Cowsill, Johnson, O'Hagan and the Clerk).
- (p) Speed Indicator Device Volunteers
- (q) St Michael's Dirt Inspectors
- (r) Oliver's Park Play Area Inspectors

(s) Bench Inspectors for the benches located at:

a	Lapwing Road	g	Cnr of Middlehill Rd/Hayes Ln
b	St Michael's Church	h	Wimborne Rd, opp Beaucroft Ln
c	Cannon Hill Rd	i	Furzehill, off Cranborne Road
d	Five Ways Cross	j	Middlehill Road, outside 143 and 145
e	Colehill Post Office, opposite	k	Leigh Road (Bytheway)
f	Corner of Pilford Heath Road	l	Corner of Weston Road

(t) Grit Bin Inspectors for the grit bins located at:

1	Park Homer Drive	9	Giddylake (Burts Hill end)
2	Heron Drive (Pilford Hth Rd)	10	Cutlers PI (Jessopp Rd)
3	Bridleway (78 Canford Bottom)	11	Ashmeads Way
4	Saddle Close	12	Ashmeads Cl
5	Bridleway (Harness Close)	13	Olivers Rd/(Olivers Way)
6	Glynville Close	14	Lonnen Rd/ (Rotary Cl)
7	Pilford Heath Rd (Lapwing Rd)	15	Woodview/ (Lonnen Rd)
8	Brackenhill Road		

**10. Annual Return – Year End March 2016**

**Section 1 – Annual Governance Statement**

To approve the Annual Governance Statement of the Annual Return for the year ended 31 March 2016 (copy herewith on white paper).

**11. Annual Return – Year End March 2016**

**Section 2 – Accounting Statements**

To approve the Accounting Statements of the Annual Return for the year ended 31 March 2016 (copy herewith on white paper).

**12. Audit of Parish Council Accounts**

To note that the internal auditor has reviewed the controls and procedures in place for the completion of the final accounts up to 31 March 2016 (report letter herewith on white paper).

**13. Receiving Agendas and Minutes by Email**

To receive permission from those Members who wish to receive their agendas and minutes by email, rather than by post. Members do not need to print the documents as paper copies are available for collection at the start of meetings.

**14. Minutes**

To confirm Minutes:

- (a) Annual Parish Meeting 12 April (herewith on gold paper)
- (b) Council Meeting 12 April (herewith on cream paper)

**15. Any questions arising from Minutes of 12 April**

**16. Committee Reports**

To receive the reports of the following Committees:

- Highways & Plans Committee 26 April (herewith on green paper)
- Finance and General Purposes Committee 26 April (herewith on pink paper)

**17. Councillor Training**

The Clerk to advise on the training sessions that are being held.

**18. Event for the Queen – 18 June 2016**

The Chairman to update Members on the event that is being arranged jointly by St Michael's Church and this Council to celebrate the Queen's 90<sup>th</sup> Birthday.

**19. Oliver's Park Play Area**

Cllr Johnson to advise Members on the quotations that he has received for a new piece of play equipment to be installed at the Play Area. Members to discuss the information and consider whether a consultation should be held before a decision is made at Council on 12 July.

**20. Members' Attendance 2015/16**

To note the summary of Members' attendance at Council and committee meetings in 2015/16 (available at the meeting).

**21. Reports**

To receive reports from:

- (a) Representatives on other Bodies
- (b) Liaison Officers/Tree Warden
- (c) Meeting delegates
- (d) Editorial Board – website and newsletter

**22. Accounts for Payment**

To approve the accounts list.

**23. Items for Information and Matters for Forthcoming Agenda.**

Information:

- Wimborne and Colehill Home Watch – Issue 54 - Spring 2016