

At the Annual Council Meeting of **COLEHILL PARISH COUNCIL** held at COLEHILL MEMORIAL HALL on **16 MAY 2017**, at **7.30pm**.

PRESENT

Cllr Barry Roberts, Chairman
Cllr Emma Urquhart, Vice-Chairman
Cllrs Susan Cowsill, Ian Dickins, Linda Dickins, Janet Dover, KD Johnson, Helen Lawrence, David Mitchell, David Packer and Emma Urquhart.

APOLOGIES

Cllrs Gary Adams, Tony Holloway, Stephen King and Peter Scriven.

IN ATTENDANCE

County Cllr Shane Bartlett and Mrs T Paine, Clerk.

1.17 APPOINTMENT OF CHAIRMAN

Cllr Roberts had been proposed by Cllr Emma Urquhart and seconded by Cllr Ian Dickins, and proposed by Cllr David Mitchell and seconded by Cllr David Packer, and proposed by Cllr Stephen King and seconded by Cllr Linda Dickins.

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

Cllr Roberts signed the Declaration of Acceptance of Office.

2.17 APPOINTMENT OF VICE-CHAIRMAN

Cllr Urquhart had been proposed by Cllr David Mitchell and seconded by Cllr David Packer, and proposed by Cllr Barry Roberts and seconded by Cllr David Mitchell.

Cllr King had been proposed by Cllr KD Johnson and seconded by Cllr Ian Dickins.

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

3.17 DECLARATIONS OF INTEREST

There were no declarations of interest.

Members were reminded to review their Register Entries to ensure they remained up to date.

4.17 CHAIRMAN'S REMARKS

The Chairman thanked Cllr Cowsill for her work as Chairman during the past two years. He also thanked the Members for appointing him as Chairman. The Chairman said that the Council had a long history of respecting each other's views and opinions and he hoped that this would continue.

The Chairman welcomed Cllr Bartlett, who was attending as the County Councillor for Colehill West and Wimborne, and advised that he had recently attended the Mayor of Wimborne Minster Town Council's Civic Service.

5.17 APPOINTMENT OF COMMITTEES

(a) Finance and General Purposes

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

RESOLVED that Cllrs Susan Cowsill, KD Johnson, Stephen King, Helen Lawrence, David Mitchell, Barry Roberts, Peter Scriven and Emma Urquhart be appointed to serve on the Finance and General Purposes Committee for the ensuing year.

(b) Highways and Plans

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

RESOLVED that Cllrs Gary Adams, Susan Cowsill, Ian Dickins, Tony Holloway, KD Johnson, Helen Lawrence, David Mitchell and Emma Urquhart be appointed to serve on the Highways and Plans Committee for the ensuing year.

6.17 APPOINTMENT OF SUB-COMMITTEES

(a) Hall Inspection Sub-Committee

RESOLVED that Cllrs Ian Dickins, KD Johnson and David Mitchell be appointed to serve on the Hall Inspection Sub-Committee for the ensuing year.

(b) Risk Assessment Sub-Committee

RESOLVED that Cllrs Susan Cowsill, KD Johnson and David Mitchell be appointed to serve on the Risk Assessment Sub-Committee for the ensuing year.

7.17 APPOINTMENT OF WORKING PARTIES/GROUPS

(a) New Neighbourhoods' Working Group

RESOLVED that Cllrs David Mitchell and Emma Urquhart be appointed to serve on the New Neighbourhoods' Working Group for the ensuing year.

Members APPROVED the membership of Mrs Susan Davies, Reverend Suzanne Pattle and Mr Alan Spencer to the New Neighbourhoods' Working Group.

(b) Highway Improvement Schemes Working Party

RESOLVED that Cllrs Susan Cowsill, Ian Dickins, Helen Lawrence and Emma Urquhart be appointed to serve on the Highway Improvement Schemes Working Party for the ensuing year.

- (c) **Project Management Working Party**
RESOLVED that Cllrs Gary Adams, KD Johnson, Stephen King, Barry Roberts and Emma Urquhart be appointed to serve on the Project Management Working Party for the ensuing year.

8.17 APPOINTMENT OF REPRESENTATIVES

RESOLVED that the following Members be appointed to represent the Parish Council on the bodies shown:

- (a) **Wimborne Cemetery Joint Management Committee**
(Four year term to 2019)
Cllrs Susan Cowsill and Emma Urquhart
- (b) **East Dorset Environment Partnership**
Cllr David Mitchell
- (c) **The Greathed Charity Trustees** (Three year term to May 2019)
Cllrs KD Johnson and David Mitchell (Cllr Janet Dover attends as a County Councillor).
- (d) **DAPTC - Eastern Area Committee**
Cllrs KD Johnson and Susan Cowsill
- (e) **DAPTC - Larger Councils Committee**
Cllrs KD Johnson and Susan Cowsill
- (f) **Partners and Communities Together**
Cllrs Janet Dover and Emma Urquhart
- (g) **The Reef Management Committee**
Cllr Stephen King (Cllrs L Dickins and Urquhart would be deputies)
- (h) **Memorial Hall Management Committee**
Cllr Ian Dickins

9.17 PARISH RIGHTS OF WAY LIAISON OFFICER

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

10.17 PARISH TREE WARDEN

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

11.17 PARISH GYPSY AND TRAVELLER COMMUNITIES LIAISON OFFICER

RESOLVED that Cllr Susan Cowsill be appointed Gypsy and Traveller Communities Liaison Officer for the ensuing year.

12.17 HOME WATCH REPRESENTATIVE

RESOLVED that Cllr Linda Dickins be appointed Home Watch representative for the ensuing year.

13.17 HISTORIC ENVIRONMENT LIAISON OFFICER

RESOLVED that Cllr Peter Scriven be appointed Historic Environment Liaison Officer for the ensuing year.

14.17 WIMBORNE HISTORY FESTIVAL

RESOLVED that Cllr Peter Scriven be appointed Wimborne History Festival representative for the ensuing year.

15.17 PRESS OFFICER

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

16.17 EDITORIAL BOARD (for the website, social media and any publications)

RESOLVED that Cllrs Susan Cowsill, KD Johnson and David Mitchell be appointed to the Editorial Board for the ensuing year.

17.17 SPEED INDICATOR DEVICE VOLUNTEERS

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

Cllr Johnson advised that he had a number of people who he could call on to help him.

18.17 ST MICHAEL'S DIRT INSPECTORS

RESOLVED that Cllrs KD Johnson, David Mitchell, Barry Roberts, Emma Urquhart and the Clerk be thanked for volunteering to inspect St Michael's Dirt.

19.17 OLIVER'S PARK PLAY AREA INSPECTORS

RESOLVED that Cllrs Susan Cowsill, Ian Dickins, KD Johnson, Stephen King, Emma Urquhart and the Clerk be thanked for volunteering to inspect the Oliver's Park Play Area.

20.17 BENCH INSPECTORS

To confirm that those Members listed will inspect the benches as shown:

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

21.17 GRIT BIN INSPECTORS

To confirm that those Members listed will inspect the grit bins as shown:

1	Park Homer Drive	Cllr I Dickens	9	Giddylake (Burts Hill end)	Clerk
2	Heron Drive (Pilford Hth Rd)	Cllr Cowsill	10	Cutlers PI (Jessopp Rd)	Cllr Dover
3	Bridleway (78 Canford Bott)	Cllr Holloway	11	Ashmeads Way	Clerk
4	Saddle Close	Cllr Holloway	12	Ashmeads Cl	Clerk
5	Bridleway (Harness Close)	Cllr Holloway	13	Olivers Rd/(Olivers Way)	Clerk
6	Glynville Close	Cllr Johnson	14	Lonnen Rd/ (Rotary Cl)	Cllr Urquhart
7	Pilford Hth Rd (Lapwg Rd)	Cllr I Dickens	15	Woodview/ (Lonnen Rd)	Cllr Urquhart
8	Brackenhill Road	Cllr Mitchell			

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

22.17 ANNUAL RETURN – YEAR END MARCH 2017**SECTION 1 – ANNUAL GOVERNANCE STATEMENT**

The Clerk had circulated a copy of Section 1 of the Annual Return for the year ended 31 March 2017, a copy of which appears as Appendix 2 to these Minutes in the Minute Book.

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

23.17 ANNUAL RETURN – YEAR END MARCH 2017**SECTION 2 – ACCOUNTING STATEMENTS**

The Clerk had circulated a copy of Section 2 of the Annual Return for the year ended 31 March 2017, a copy of which appears as Appendix 3 to these Minutes in the Minute Book.

RESOLVED that the Accounting Statements be approved and signed by the Chairman of Council.

24.17 AUDIT OF PARISH COUNCIL ACCOUNTS

Members NOTED the Internal Auditor's letter, dated 25 April, which advised that she was satisfied with the controls and procedures that were in place.

25.17 FAIRTRADE COMMUNITY (Minute 468 refers)

RESOLVED that:

- (a) the Wimborne Fairtrade town committee be advised that the Council was in agreement with Colehill becoming a Fairtrade Community;
- (b) Cllr Susan Cowsill be appointed as the Council's representative on the Fairtrade Community Steering Group.

26.17 MINUTES

The Minutes of the Annual Parish Meeting and the Council Meeting held on 4 April were submitted.

RESOLVED that the Minutes be approved and signed.

27.17 MATTERS ARISING ON THE MINUTES

436.17 Thank you letters for the grant aid had been received from Girl Guiding, Dial-a-ride and the East Dorset Tourist Information Centre.

28.17 COMMITTEE REPORTS

(a) HIGHWAYS & PLANS – 11 APRIL

The report of the Meeting was submitted.

451.17 Cllr Lawrence would speak on the PA at 29 The Vineries at the EDDC Planning Committee.

462.17 Cllr King and the Clerk had met with the MD of the grounds maintenance company and Cllr King had explained that he thought some of the painted areas, particularly on the small multi-play area, had not been cleaned prior to being painted. The MD stated that the work was done as well as could be expected considering the condition of the equipment, the weather and the circumstances of the play area, which could not be closed off from the public entirely. However, he did agree that his team would return in September to patch up any areas where rotting had increased. The MD also suggested that future tenders should contain much more detail in order that jobs could be priced accordingly.

RESOLVED that the report be approved and adopted.

(b) FINANCE AND GENERAL PURPOSES – 11 APRIL

The report of the Meeting was submitted.

470.17 The millennium map could not be replicated so a new up-to-date map would be made to replace it. However, the millennium map would be retained so that it could be displayed elsewhere.

471.17 Cllr King had advised that locating the bin on the grass at the Paget Close junction was no longer an option. He and the Clerk considered alternative locations and the solution was for the new bin to be located on Middlehill Road, just up from the junction with Weston Road, opposite the bin by the three shops. The bin by the three shops would remain in the same location, but the brambles would be cut back to make it more accessible.

RESOLVED that the report be approved and adopted.

(c) HIGHWAYS & PLANS – 2 MAY

The report of the Meeting was submitted.

482.17 A letter would be sent to DCC advising that the public had accessed and enjoyed the area of Leigh Common for many years and that the Council had reservations about the restricted works.

RESOLVED that the report be approved and adopted.

29.17 COUNCILLOR VACANCY

Members NOTED that there would be informal interviews for co-option on 30 May at 7.00pm and that the Chairman, together with Cllrs L Dickins and Scriven, would ask the questions.

30.17 COUNCILLOR TRAINING

Members NOTED the training opportunities that were available. Cllr Scriven would be asked to give the recently awarded DAPTC certificate to the Clerk so that it could be displayed on a notice board.

31.17 MEMBERS' ATTENDANCE 2016/17

Members NOTED a summary of Members' attendance at Council and committee meetings in 2016/17.

32.17 REPORTS

Members NOTED the following information:

- (a) The notes of the Colehill and Stour PACT Panel, held on 16 March (via Cllr Dover).
- (b) County Cllr Steve Butler's report to the DAPTC Eastern Area Committee on 19 April (via Cllr Johnson).
- (c) East Dorset and Christchurch report to DAPTC Eastern Area Committee on 19 April (via Cllr Johnson).
- (d) A report on the meeting of the Colehill Memorial Hall Management committee on 8 May (via Cllr Ian Dickins).

These reports appear as Appendix 4 to these minutes in the minute book.

Members also NOTED the information Cllr Bartlett and Dover provided regarding Cllr Rebecca Knox being the new DCC Leader. Cllr Johnson advised that Cllr Derek Burt was the new EDDC Chairman, with Cllr Toni Coombes being the new Vice-Chairman.

33.17 ACCOUNTS FOR PAYMENT

RESOLVED that the accounts listed in Appendix 5 to these Minutes in the Minute Book be passed for payment and cheques drawn accordingly.

34.17 ITEMS FOR INFORMATION

Cllr Johnson requested an item for a committee meeting – Street Furniture in the Hayes area.

The Meeting ended at 8.34pm.

CHAIRMAN