



Colehill Parish Council

Tracey Paine, Clerk to the Council

Inglewood, 15 Greenclose Lane, Wimborne BH21 2AL

Telephone: 01202 900821

email: clerk@colehill.gov.uk

www.colehill.gov.uk

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15 May 2018

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 22 May 2017** at **7.30pm**.

An invitation to attend this meeting has been sent to Cllr Shane Bartlett, the county councillor for Colehill West and Wimborne Minster ward.

Yours faithfully

Clerk

PUBLIC DISCUSSION PERIOD

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

A G E N D A

1. Appointment of Chairman

Cllr Stephen King

Nominated by Cllr Helen Lawrence, Seconded by Cllr Charlotte Greening

Cllr Barry Roberts

Nominated by Cllr Peter Scriven, Seconded by Cllr Stephen King

Nominated by Cllr Gary Adams, Seconded by Cllr Peter Scriven

Nominated by Cllr KD Johnson, Seconded by Cllr Gary Adams

Nominated by Cllr David Mitchell, Seconded by Cllr Susan Cowsill

Cllr Emma Urquhart

Nominated by Cllr Charlotte Greening, Seconded by Cllr Jeff Webb

It has been requested that the voting for this appointment be by ballot.

2. Appointment of Vice Chairman

Cllr Stephen King

Nominated by Cllr Linda Dickins, Seconded by Cllr Ian Dickins

Nominated by Cllr Charlotte Greening, Seconded by Cllr Peter Scriven

Nominated by Cllr Peter Scriven, Seconded by Cllr Charlotte Greening

Cllr Emma Urquhart

Nominated by Cllr Gary Adams, Seconded by Cllr Barry Roberts

Nominated by Cllr Barry Roberts, Seconded by Cllr KD Johnson

Nominated by Cllr David Mitchell, Seconded by Cllr Susan Cowsill

It has been requested that the voting for this appointment be by ballot.

3. Apologies for Absence

The Clerk to report any apologies for absence – Cllrs Johnson and 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.

5. Chairman's Remarks

6. Appointment of Committees

- (a) Finance & General Purposes Committee (A minimum of 8 Members plus 1 Rota Member).
- (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, Rev Pattle and Mr Spencer.
- (b) Extra Highways Services Working Party
- (c) Highway Improvement Schemes Working Party
- (d) Project Management Working Party
- (e) Community Governance Review Working Party

A list showing the committee membership for 2017-18 is attached on blue paper for Items 6, 7 and 8 above.

9. Appointment of Representatives

To appoint representatives on the bodies shown below, and confirm the deputies. Appointments are annual unless stated. (A full list of Representatives for 2017/18 is attached to the Agenda on white paper).

- (a) Wimborne Cemetery Joint Management Committee (Four year term to 2019) – To 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 2019) – Two Members
- (d) Eastern Area Committee DAPTC - Two Members (Cllr Johnson is happy to continue)
- (e) Larger Councils Committee DAPTC - Two Members (Cllr Johnson is happy to continue)
- (f) Colehill and Stour PACT Panel - Two Members
- (g) The Reef Management Committee – Cllr King is happy to continue
- (h) Colehill Memorial Hall Management Committee – One Member

- (i) Rights of Way Liaison Officer – One Member
- (j) Parish Tree Warden – Cllr King is happy to continue.
- (k) Parish Gypsy and Traveller Communities Liaison Officer – One Member
- (l) Home Watch Representative – One Member
- (m) Historic Environment Liaison Officer – One Member
- (n) Wimborne History Festival Representative – One Member
- (o) Fairtrade – One Member
- (p) Colehill Community Library – One Member
- (q) Press Officer – One Member
- (r) Editorial Board for the website, Facebook, Twitter and any publications (administrators for Facebook are Cllrs Cowsill, Johnson, Webb and the Clerk)
- (s) Speed Indicator Device Volunteers
- (t) St Michael’s Dirt Inspectors
- (u) Oliver’s Park Play Area Inspectors
- (v) 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

- (w) 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 2018

Section 1 – Annual Governance Statement

To approve the Annual Governance Statement of the Annual Return for the year ended 31 March 2018 (copy herewith on yellow paper).

11. Annual Return – Year End March 2018

Section 2 – Accounting Statements

To approve the Accounting Statements of the Annual Return for the year ended 31 March 2018 (copy herewith on yellow 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 2018 (report letter herewith on yellow paper).

- 13. EDDC Briefing on the Local Government Reorganisation**
To decide what two councillors will be attending the follow up briefing being held on 20 August, at 3pm, at the Quarterjack Suite, Allendale Community Centre. The Clerk will also be attending.
- 14. Colehill Family Fun Day**
To consider a request from the organiser of the Colehill Family Fun Day that the Parish Council have more involvement with the event this year. Cllr Webb to report.
- 15. Speed Indicator Device**
To consider the information from DCC regarding the deployment of speed indicator devices (copy herewith on pink paper).
- 16. General Data Protection Regulations**
The Clerk to report.
- 17. Minutes**
To confirm Minutes:
- | | | |
|-----|-------------------------|-------------------------------------|
| (a) | Annual Parish Meeting | 10 April (herewith on orange paper) |
| (b) | Council Meeting | 10 April (herewith on cream paper) |
| (c) | Special Council Meeting | 15 May (copy to follow) |
- 18. Any questions arising from Minutes of 10 April and 15 May**
- 19. Committee Reports**
To receive the reports of the following Committees:
- | | |
|--|------------------------------------|
| Highways and Plans Committee | 17 April (herewith on green paper) |
| Finance and General Purposes Committee | 17 April (herewith on pink paper) |
| Highways and Plans Committee | 15 May (copy to follow) |
- 20. Councillor Training**
The Clerk to advise on the training sessions that are being held.
- 21. Members' Attendance 2017/18**
To note the summary of Members' attendance at Council and committee meetings in 2017/18 (available at the meeting).
- 22. Reports from Representatives on Outside Bodies**
To receive any reports for information.
- 23. Accounts for Payment**
To approve the accounts list.
- 24. Items for Information and Matters for Forthcoming Agenda.**