



Colehill Parish Council

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19 September 2017

Dear Member

You are summoned to attend a Meeting of **Colehill Parish Council** which will be held at **Colehill Memorial Hall, Cannon Hill Road, Colehill**, on **Tuesday 26 September 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.

AGENDA

- 1. Apologies for Absence**
To receive apologies for absence – Cllrs I Dickins, L Dickins, S King, D Mitchell.
- 2. Declarations of Interest**
To receive declarations of disclosable pecuniary interests from Members in respect of the following items.
- 3. Chairman's Remarks**
- 4. Footpath Link between Furzehill Wood and Woodleaze Copse**
To receive a report from a resident regarding a footpath between Furzehill Wood and Woodleaze Copse (copy herewith) and to decide whether to support the retention of this footpath link.
- 5. Community Governance Review**
To receive a report from Cllr Packer regarding a Community Governance Review (CGR) being undertaken by East Dorset District Council (copy herewith)

To approve a working party of Members to prepare the Council's response to the CGR. The first draft of which needs to be considered by this Council on 7 November and approved on 5 December.

6. Risk Assessment Documents

On 5 September Members of the Risk Assessment Sub-Committee reviewed the following documents: **The alterations that have been made are printed in purple**

1. Insurance (herewith on white).
2. Effectiveness of Internal Audit (herewith on green).
3. Risk Register (herewith on orange).
4. Fixed Assets Register (to follow on blue).
5. Model Publication Scheme (herewith on yellow).
6. Risk Assessments (to follow on white paper):
 - (a) Conservation Work Day Risk Assessment
 - (b) Grit Bin Risk Assessment
 - (c) Remembrance Day Risk Assessment
 - (d) Speed Indicator Device Risk Assessment
7. Standing Orders (*available on the Council's website, page The Council, Standing Orders*).
8. Financial Regulations (*available on the Council's website, page The Council, Financial Regulations*).
9. Governance and Accountability for Smaller Authorities in England (*available on the Council's website, page The Council, Financial Regulations*).
10. CCTV Code of Practice (*available on the Council's website, page The Council, CCTV Code of Practice*).

Please can Members read these up dated documents prior to the meeting.

It is a requirement of the External Auditor that Council approves these documents. Council also needs to approve the employee dishonesty cover of £150,000 and agree to the continued employment of the qualified internal auditor.

7. Raising the Profile of the Council

To consider ways of raising the profile of the Council.

This item is at the request of Cllr Webb.

8. Audit of Accounts

Year End 31 March 2017

The audit was completed on 21 August 2017 by BDO LLP. There were no issues arising. To approve the Annual Return.

The Annual Return has been distributed previously, however the original document will be available at the meeting. The Notice of conclusion of audit will be on display until 13 October.

9. DAPTC AGM

Cllr Johnson hopes to represent the Council at the DAPTC AGM on the 4 November when the motions from member councils will be discussed (information to follow).

To consider the Council's response to the motions being discussed at the DAPTC AGM and to provide Cllr Johnson with an idea of how the Parish Council wishes to respond to these motions. However, it is important to note that the Council should not provide him with a binding mandate, as the motions are subject to discussion and amendment at the AGM. Representatives need to have a general steer with discretion.

10. Extra Highways Services

To note that the Members of the Extra Highways Services Working Party met on 15 September to discuss whether any extra highways services were required.

The Clerk has been tasked with investigating the costs of extra grass cutting, weed killing and sign cleaning, as well as to find out about EDDC's dog bin policy of not replacing deteriorated dog bins.

Members are asked to take notice of the gullies located close to their properties, any that are full of leaves can be reported to DCC. Likewise, please note any road name signs or mandatory road signs that need cleaning. It is considered that the Clerk can collate this information and ask DCC to do the work en bloc.

(The members of the Extra Highways Services Working Party are Cllrs Cowsill, Johnson, King, Lawrence and Mitchell. All attended apart from Cllr Cowsill, who sent her apologies).

11. Highway Improvement Schemes

To note that the Members of the Highway Improvement Schemes Working Party met on 19 September to discuss what road improvements could be made in Colehill. The Members to report.

(The members of the Highway Improvement Schemes Working Party are Cllrs Cowsill, I Dickins, Greening, Holloway, King, Lawrence, Mitchell and Emma Urquhart. To date Cllrs I Dickins and T Holloway has sent his apologies. County Cllrs Dover and Bartlett have been invited to attend).

12. Minutes

To confirm the Minutes of the Council Meeting held on 29 August (copy herewith on cream paper).

13. Any questions arising from Minutes of 29 August

14. Committee Report

To receive the report of the following Committee:

Highways & Plans Committee 5 Sept (copy herewith on green paper)

15. Memorial Hall Inspection Sub-Committee

To receive the report of the meeting held on 30 August 2017 (copy herewith on yellow paper).

16. Reports

To receive the following:

- (a) A report from Cllr Cowsill on a meeting of the Governing Body of the Dorset CCG.
- (b) A report on the DAPTC Executive Committee on 16 September from Cllr KD Johnson.
- (c) A report from Cllr King regarding the Colehill and Wimborne Youth and Community Centre.

A copy of these reports will be on the table at the meeting.

17. Accounts for Payment

To approve the accounts list.

18. Items for Information and Matters for Forthcoming Agenda.

- (a) An extra Highways and Plans committee meeting will be held on Tuesday 3 October.