

At the Council Meeting of **COLEHILL PARISH COUNCIL** held at COLEHILL MEMORIAL HALL on **8 NOVEMBER 2016**, at **7.30pm**.

PRESENT

Cllr Susan Cowsill, Chairman  
Cllr Barry Roberts, Vice-Chairman  
Cllrs Ian Dickins, Linda Dickins, Janet Dover, Tony Holloway, KD Johnson, Stephen King, David Mitchell, David Packer, Peter Scriven, Emma Urquhart and John Warren.

APOLOGIES

Cllrs Gary Adams, Helen Lawrence and Georgina O'Hagan.

IN ATTENDANCE

Mrs T Paine – Clerk.

**245.16 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**246.16 CHAIRMAN'S REMARKS**

The Chairman advised that the Council had responded to the Reshaping your Councils consultation and the Local Government Finance Settlement consultation.

The Chairman also advised that a letter had been received from the Colehill and Wimborne Youth and Community Centre thanking the Council for the 2016 grant aid and for approving the 2017 grant aid, which would go towards youth worker employment costs. The letter also advised that the open day had been extremely successful and that approximately 100 young people were attending the Centre.

Cllr Dover expressed thanks on behalf of the Colehill and Stour PACT for the Council funding the PACT's quarterly meetings at the Betty Webster committee room. Cllr Dover said that the group was very grateful.

The Chairman further advised that the National Trust had confirmed that they were intending to communicate with Colehill Scouts regarding the maintenance of the storage hut at Colehill Lane.

**247.16 BOUNDARY SIGNING**

DCC had advised that the cost to remove the old signs and manufacture and erect new signs would be £4,222.44. Members, at the meeting on 12 April, had previously agreed to approve the sign changes and now **RESOLVED** that the costs be approved and taken from budget 135/2 (Notice Boards/Maps/Signs). 12:1

**248.16 WOODLEAZE COPSE**

EDDC had advised that as part of the sale of the Furzehill site the various tenderers had offered to give the ownership of Woodleaze Copse to Colehill Parish Council or to a woodland trust.

Cllr Johnson said that a tree survey would be conducted prior to the woodland being handed over. He also said that, at the moment, the annual cost on tree maintenance was £1,300. There would be some money from the sale towards tree maintenance, but not much.

Cllrs Dover and Packer advised that the Furzehill Residents' Association had a team of volunteers who worked on the Copse at regular intervals.

It was proposed by Cllr Johnson, seconded by Cllr King and Cllr Dover, that the Council take responsibility of Woodleaze Copse, in principle.  
Unanimous.

RESOLVED that EDDC be advised that the Council was prepared to take responsibility of Woodleaze Copse, in principle.

#### **249.16 RISK ASSESSMENT DOCUMENTS**

Members reviewed the following documents:

1. Insurance, including the employee dishonesty cover of £150,000
2. Effectiveness of Internal Audit
3. Risk Register
4. Fixed Assets Register
5. Model Publication Scheme
6. Risk Assessments
  - (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
8. Financial Regulations
9. Governance and Accountability for Smaller Authorities in England, including the employment of the qualified internal auditor
10. CCTV Code of Practice

RESOLVED that:

- (a) the documents listed above be approved;
- (b) the employee dishonesty cover of £150,000 be approved;
- (c) the continued employment of the qualified internal auditor be approved.

#### **250.16 DEFIBRILLATOR**

Members NOTED that the Colehill Memorial Hall Management Committee was providing a defibrillator at the Hall which would be accessible to the public 24 hours a day. It had been suggested that a further defibrillator in the parish would be beneficial.

The Clerk had contacted other local clerks and had been advised of the organisations that could help with installation. The Clerk had also been advised of the likely costs, which were in the region of £3,000.

It was AGREED that Cllrs I Dickins, King and Scriven form a working group to research the equipment options and locations, and investigate the possibility of grant funding. Their findings would be considered at a future meeting.

**251.16 AUDIT OF ACCOUNTS  
YEAR END 31 MARCH 2016**

Members NOTED that the audit was completed on 18 September 2016 by BDO LLP and that the issues arising had been considered at Finance and General Purposes on 11 October.

RESOLVED that the Annual Return be approved

**252.16 AUDIT OF PARISH COUNCIL ACCOUNTS  
1 APRIL TO 30 SEPTEMBER 2016**

Members NOTED the report letter from the Internal Auditor, dated 18 October 2016. The Internal Auditor had not highlighted any concerns with the half-year accounts.

**253.16 DCC HIGHWAYS AND PARISH COUNCILS WORKING TOGETHER**

Members NOTED that Cllrs Cowsill, King and Urquhart, and the Clerk, had recently met with Andrew Martin, DCC's Head of Highways, to discuss the ways that the Parish Council and DCC could work together.

Mr Martin had explained that DCC, as the Highway Authority, had a duty to maintain highways maintainable at public expense and a power to maintain other highways. Due to funding constraints, the level of maintenance necessary to comply with DCC's duty could sometimes be lower than that expected by many local communities.

Over the past decade DCC Highways had seen a significant reduction in the budgets for delivering routine highway maintenance and, as a result, non-essential and minor maintenance items could no longer be carried out. DCC had to focus on the priority issues of public safety and the integrity of the highway.

DCC had acknowledged that local communities might wish to arrange for non-essential functions to be carried out such as extra grass cutting, gully emptying, weed killing, sign cleaning, road sweeping, tree pruning etc.

The NALC, DAPTC and DCC were discussing the legislation required to enable parish and town councils to carry out the non-essential functions and it was hoped that this would be decided upon before 1 April 2017.

The advice from DAPTC was that those councils that wished to pay for non-essential work should set a devolved services budget for 2017/18.

Finance and General Purposes would be considering this information on 13 December.

**254.16 MINUTES**

The Minutes of the Council Meeting held on 13 September were submitted.

RESOLVED that the Minutes be approved and signed.

**255.16 MATTERS ARISING ON THE MINUTES**

178.16(a) 110.16 Aster Homes had advised that overgrown hedges were the responsibility of the tenants. Aster Homes did not enforce parking on the land where the garages were located, meaning that householders were able to park their vehicles on this land providing access to the garages was not blocked.

184.16 The visit to Dumpton School had been a useful exercise.

187.16 The BMX demonstration would now be in the spring.

**256.16 COMMITTEE REPORTS**

(a) HIGHWAYS & PLANS – 27 September

The report of the Meeting was submitted.

197.16 A response was still awaited from the DCC Community Highways Officer on the residents' concerns about the traffic in Cutlers Place.

198.16 PCSO Allen wished to discuss ways to encourage more volunteers to join the Speed Watch initiative.

RESOLVED that the report be approved and adopted.

(b) FINANCE AND GENERAL PURPOSES – 11 October

The report of the Meeting was submitted.

RESOLVED that the report be approved and adopted.

(c) HIGHWAYS & PLANS – 18 October

The report of the Meeting was submitted.

RESOLVED that the report be approved and adopted.

**257.16 TRAINING**

Members NOTED the training courses that were being held.

**258.16 REPORTS**

Members NOTED the following reports:

(a) Wimborne Cemetery Joint Management Committee – submitted by Cllr Cowsill.

(b) Dorset Association of Parish and Town Councils – submitted by Cllr Johnson.

These reports are shown as Appendix 1 to these Minutes in the Minute Book.

Cllr Dover advised that she had met with DCC's Transport Manager Liaison Officer to discuss the temporary traffic measures that could be put in place during the Cranborne Road development. Cllr Dover also advised that the unions and staff were discussing the contract changes that had been made by Tricuro, the company that provides social care to adults in Dorset. Cllr Dover further advised that she and Cllrs Johnson and Packer, along with two Wimborne councillors, had met with Beaucroft School pupils who were replanting a border at Allenvue car park. The school was saving for a polytunnel and district ward budget money would be allocated by the councillors.

Cllr Johnson said that attendance at the DAPTC AGM had been good.

Cllr Packer reported on EDDC discussions to sell the Furzehill site. The funds would be used to benefit East Dorset as a whole.

**259.16 ACCOUNTS FOR PAYMENT**

RESOLVED that the accounts listed in Appendix 2 to these Minutes in the Minute Book be passed for payment and cheques drawn accordingly.

**260.16 ITEMS FOR INFORMATION AND MATTERS FOR FORTHCOMING AGENDA.**

The Great British Spring Clean 3-5 March 2017 would be discussed at F&GP on 13 December.

The Meeting ended at 9.00pm.

CHAIRMAN