

CCL2014.12.09

At the Council Meeting of **COLEHILL PARISH COUNCIL** held at COLEHILL MEMORIAL HALL on **9 DECEMBER 2014**.

**PRESENT**

Cllr Graeme Smith, Chairman  
Cllr Susan Cowsill, Vice-Chairman  
Cllrs Gary Adams, Susan Davies, Tony Holloway, KD Johnson, Dave Mitchell, David Packer, Barry Roberts, Emma Urquhart and John Warren.

**APOLOGIES**

Cllrs Janet Dover, Sue Gretton, Mike Huntriss and Peter Scriven.

**IN ATTENDANCE**

Mrs T Paine – Clerk.

**279.14 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**280.14 CHAIRMAN'S REMARKS**

The Chairman had switched on the Christmas tree lights at the St Michael's Church Christmas Market. The event had raised approximately £1900.

**281.14 MINUTES**

The Minutes of the Council Meeting held on 7 October and the Special Council Meetings held on 18 November and 25 November were submitted.

RESOLVED that the Minutes be approved and signed.

**282.14 MATTERS ARISING ON THE MINUTES**

218.14 (a) 174.14 The proposal to combine dog waste and litter bins was not a Government initiative, but was part of DWP's ongoing plan to identify more cost-effective ways of providing services within its budget.

219.14 The proposal from Chideock Parish Council was carried. The proposal from Bridport Town Council was defeated.

261.14 The LGBC had been advised that no changes should be made to the County Division boundary for Colehill and Stapehill as these areas worked well together and there was community cohesion.

**283.14 COMMITTEE REPORTS**

(a) HIGHWAYS & PLANS – 14 October  
The report of the Meeting was submitted.

RESOLVED that the report be approved and adopted.

(b) FINANCE AND GENERAL PURPOSES – 21 October  
The report of the Meeting was submitted.

RESOLVED that the report be approved and adopted.

- (c) HIGHWAYS AND PLANS COMMITTEE – 4 November  
The report of the Meeting was submitted.

RESOLVED that the report be approved and adopted.

- (d) HIGHWAYS AND PLANS COMMITTEE – 25 November  
The report of the Meeting was submitted.

RESOLVED that the report be approved and adopted.

**284.14** COMMUNITY GOVERNANCE REVIEW

The Notes of the Community Governance Review Working Party meeting dated 25 November were approved and appear as Appendix 1 to these Minutes in the Minute Book.

Cllr Packer advised that of the 60 questionnaires returned from Parmiter residents 50 had said they felt they lived in Colehill, 7 felt they lived in Wimborne and 3 papers were spoilt.

Members considered a letter to be signed by the Chairman and sent to all EDDC Councillors prior to the Special Council meeting on 15 December (attached as Appendix 2 to these Minutes in the Minute Book). It was RESOLVED that the letter be sent. (Cllr Johnson proposed, Cllr Mitchell seconded, 7:0 4 abstentions).

It was RESOLVED that Cllrs Davies and Mitchell would speak on behalf of the Council at the Special Council meeting on 15 December. (Cllr Johnson proposed, Cllr Urquhart seconded).

**285.14** AUDIT OF PARISH COUNCIL ACCOUNTS  
HALF-YEAR TO SEPTEMBER 2014

The report letter from the Internal Auditor, dated 30 October 2014, had been circulated to all Members.

RESOLVED that the letter be noted.

**286.14** RISK ASSESSMENT DOCUMENTS

Members reviewed the Risk Assessment documents and made the alterations shown in red on the documents attached as Appendix 3 to these Minutes in the Minute Book:

- (a) Fixed Assets Register.
- (b) Effectiveness of Internal Audit.
- (c) Model Publication Scheme.
- (d) Risk Register.
- (e) Conservation Day Risk Assessment.
- (f) Grit Bin Risk Assessment.
- (g) Remembrance Day Risk Assessment.
- (h) Insurance Policy.

Members noted the £300,000 fidelity guarantee. This amount would be reconsidered prior to the insurance renewal in 2015 as the Council's savings had reduced since the £200,000 loan had been paid to the Colehill and Wimborne Youth and Community Centre.

The Clerk advised that the National Association of Local Councils had drawn up new financial regulations and had amended the Model Standing Orders. The financial regulations now stated that a non-signatory should sign the bank reconciliations. It was AGREED that Cllr Smith would sign the bank reconciliations. It was hoped that the new financial regulations and Model Standing Orders would be approved at the next Council meeting.

RESOLVED that:

- (a) the Risk Assessment documents as amended be approved.
- (b) the fidelity guarantee amount of £300,000 be approved and re-considered in 2015.

**287.14**      **WIMBORNE CEMETERY JOINT MANAGEMENT COMMITTEE**

The Council's solicitor and Counsel had advised on a further revised constitution for the Wimborne Cemetery Joint Management Committee (WCJMC). The constitution, shown as Appendix 4 to these Minutes in the Minute Book, incorporated the changes needed to reflect the correct status in law of the joint arrangements to manage Wimborne Cemetery.

The main changes were:

- i) Identifying the correct legislation governing the joint arrangements;
- ii) Providing for any of the constituent authorities to call a meeting of the WCJMC;
- iii) Setting down the timetable for the approval of the WCJMC's budget;
- iv) Making provision for any of the constituent authorities to request a review of the apportionment of expenses (no longer a precept) by the District Council whose responsibility it would be;
- v) Establishing that if any or all of the constituent authorities withdrew from the joint arrangements they had no claim on monies or assets held;
- vi) Clarifying audit arrangements;
- vii) Specifying staffing and payroll arrangements.

RESOLVED that the WCJMC constitution be approved.

**288.14**      **GRAVEL TRACK – KYRCHIL CORNER**

Cllr Adams advised of his concerns regarding the surface of the gravel track at Kyrchil Corner.

RESOLVED that:

- (a) Dorset Works Organisation be asked to level the track to solve the problem in the short-term.
- (b) Cllr Adams would prepare a specification for a long-term solution that would be considered in the spring of 2015.

**289.14**     **WIMBORNE AND COLEHILL FIREWORKS EVENT**

It was NOTED that the organiser of the Wimborne and Colehill Fireworks Event had complained to the Council regarding a councillor closing Kyrchil Lane during the Firework event. It was determined that the councillor removed the closure as soon as he was asked to and during the 10 minute period no cars approached the road or were turned away.

In light of the nature of the complaint Members AGREED that it would not be appropriate to assist at future events.

**290.14**     **REPORTS**  
**EDDC**

Cllr Packer advised on the £2m overspend of the Dorset Waste Partnership. Cllr Roberts advised that a meeting of the Reef Trustees would be held in January.

**WIMBORNE CEMETERY JOINT MANAGEMENT COMMITTEE**

A new internal auditor had been appointed and an apprentice would be employed to work 30 hours per week.

**MEETING DELEGATES EDITORIAL BOARD ED COM PARTNERSHIP**  
**COUNCIL LAND BMX TRAIL**

- (a) Cllr Johnson advised that letters were being sent to the Colehill Schools advising them of the Mary Greathed Trust.
- (b) Cllr Warren reported on his meeting with representatives from Bournemouth Airport.
- (c) Cllr Cowsill reported that she had attended Verwood Town Council's Winter Reception on behalf of the Chairman and would also be attending Ferndown Town Council's Christmas Carol Service on behalf of the Chairman.

**291.14**     **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.

**292.14**     **ITEMS FOR INFORMATION**

Members NOTED that the older children's play area at Bytheway had been postponed until Easter 2015. EDDC had advised that this was due to supplier/installer problems on another play area in the district.

The Meeting ended at 21:35 hrs.

CHAIRMAN