



Colehill Parish Council

Mrs Zoe Caddy, Clerk to the Council

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16th May 2023

Dear Member,

You are summoned to attend the Annual Meeting of **Colehill Parish Council** which will be held at Colehill Village Hall on **Tuesday 23rd May 2023 at 7.15pm.**

Yours faithfully

Zoe Caddy

Clerk

AGENDA

1. Appointment of Chair

Note - If a member is voted into the position of Chair but they are not present, a resolution will be required to allow for the Declaration of Acceptance to be signed before the next meeting.

2. Appointment of Vice Chair

3. Apologies for Absence

To receive apologies for absence.

4. Declarations of Interest

In accordance with the Code of Conduct, Members are reminded that any prejudicial interests should be declared. **Members are reminded to review their Register Entries to ensure they remain up to date.**

5. Public Participation Session

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

6. Chairs Remarks

7. Minutes

To confirm Minutes:

- (a) Annual Parish Meeting for 11th April 2023 ([here](#))
- (b) Council Meeting 9th May ([here](#))

8. Any questions arising from Minutes of the Annual Parish Meeting and Council meeting

9. Committee Minutes

To receive the reports of the following Committees:

Finance and General Purposes Committee

25th April ([here](#))

Highways, Plans and the Environment Committee

25th April ([here](#))

- 10. Appointment of Committees**
(a) Finance & General Purposes Committee (A minimum of 7 Members).
(b) Highways, Plans & the Environment Committee (A minimum of 7 Members).

Appointment of Sub-Committees

- (a) Hall Inspection Sub-Committee (This Sub-Committee meets annually).

11. Appointment of Working Groups

It is proposed to disband the Job Evaluation Working Group and Coronation Working Group as they are no longer needed.

- (a) Biodiversity Working Group
- (b) Community Infrastructure Levy Working Group
- (c) Coombes Wood Working Group
- (d) Governance Working Group
- (e) Oliver's Park Refurbishment Working Group
- (f) Resilience Group

The current committee/working group membership for 2022/23 are on our website.

12. 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 2022/23 is on the website).

- (a) Wimborne Cemetery Joint Management Committee – Two members needed for the remainder of the involvement
- (b) East Dorset Environment Partnership – One member needed (deputy needed)
- (c) The Greathed Charity Trustees (Five year term, expires May 2024) – Two Members needed
- (d) DAPTC Eastern Area and Larger Councils Committees - Two Members needed
- (e) Wimborne & District PACT - Two Members needed
- (f) Colehill Village Hall Management Committee – One Member and deputy needed
- (g) Rights of Way Liaison Officer – One Member
- (h) Parish Tree Warden – One member and deputy needed
- (i) Parish Traveller Communities Liaison Officer – One Member needed
- (j) Wimborne & Colehill Home Watch Representative – One Member needed
- (k) Historic Environment Liaison Officer – One Member needed
- (l) Wimborne History Festival Representative – One Member needed
- (m) Colehill Community Library – Two Members needed
- (n) Press Officer – One Member
- (o) Editorial Board for the website, Facebook, Twitter and any publications (administrators for Facebook are Cllrs Gibson and the Clerk)
- (p) School liaison
- (q) Fairtrade representative
- (r) Speed Indicator Device Volunteers
- (s) St Michael's Dirt Inspectors
- (t) Oliver's Park Play Area Inspectors
- (u) Bench Inspectors for the benches located at:

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

(v) Grit Bin Inspectors for the grit bins located at:

1	Park Homer Drive – Clerk	9	Giddylake (Burts Hill end) – Cllr Gibbs
2	Heron Drive (Pilford Hth Rd) – Clerk	10	Cutlers Pl (Jessopp Rd) – Cllr Dover
3	Bridleway (78 Canford Bottom) – Cllr Bridle	11	Ashmeads Way – Cllr Johnson
4	Saddle Close – Cllr Bridle	12	Ashmeads Cl – Cllr Johnson
5	Bridleway (Harness Close) Cllr Bridle	13	Olivers Rd/(Olivers Way) – Cllr Urquhart
6	Glynville Close – Cllr Johnson	14	Lonnen Rd/ (Rotary Cl) – Cllr Urquhart
7	Pilford Heath Rd (Lapwing Rd) – Clerk	15	Woodview/ (Lonnen Rd) – Cllr Urquhart
8	Brackenhill Road – Cllr Johnson		

13. 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 2023 (report letter attached).

14. Annual Return – Year End March 2023

Section 1 – Annual Governance Statement

To approve the Annual Governance Statement of the Annual Return for the year ended 31 March 2023 (copy attached).

15. Annual Return – Year End March 2023

Section 2 – Accounting Statements

To approve the Accounting Statements of the Annual Return for the year ended 31 March 2023 (copy attached).

16. Planning Applications

To discuss any application listed on the Council's planning webpage where the commenting period is still open and discussion is requested by any Councillor or by any Colehill resident attending the meeting.

17. Members' Attendance 2022/23

To note the summary of Members' attendance at Council and committee meetings in 2022/23 (to follow).

18. Fairtrade Signs

To resolve to allow the Fairtrade Group to attach signs displaying that Colehill is a Fairtrade Parish on the 'Welcome to Colehill' signs.

19. Accounts for Payment

To approve the accounts list.

20. Items for Information and Matters for Forthcoming Agenda.