



Colehill Parish Council

Mrs Zoe Caddy, Clerk to the Council

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18th May 2022

Dear Member,

You are summoned to attend the Annual Meeting of **Colehill Parish Council** which will be held at Colehill Village Hall on **Tuesday 24th May 2021** 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. Chair's Remarks

7. Appointment of Committees

(a) Finance & General Purposes Committee (A minimum of 7 Members).

(b) Highways, Plans & the Environment Committee (A minimum of 7 Members).

8. Appointment of Sub-Committees

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

9. Appointment of Working Groups

It is proposed to disband the, Community Governance Review Working Group and Resilience Working Group as they are no longer needed as well as the Platinum Jubilee Working Group at the end of June. It is also suggested that the Climate Emergency Working Group merges with the Biodiversity Working Group.

- (a) Colehill Village Hall Working Group
- (b) Community Infrastructure Levy Working Group
- (c) Governance Working Group
- (d) Oliver's Park Refurbishment Working Group
- (e) Coombes Wood Working Group
- (f) Biodiversity Working Group
- (g) Platinum Jubilee Working Group
- (h) 5G Working Group

To further resolve to accept the name change of the Hall and that the TOR will be amended to adopt the new name.

The current committee/working group membership for 2021/22 are on our website.

10. **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 2020/21 is on the website).

- (a) Wimborne Cemetery Joint Management Committee – Two members needed (Deputy needed)
- (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) Eastern Area Committee DAPTC - Two Members needed
- (e) Larger Councils Committee DAPTC - Two Members needed
- (f) Colehill and Stour PACT Panel - Two Members needed
- (g) The Reef Management Committee – One representative needed
- (h) Colehill Village Hall Management Committee – One Member and deputy needed
- (i) Rights of Way Liaison Officer – One Member and deputy needed
- (j) Parish Tree Warden – One member and deputy needed
- (k) Parish Gypsy and Traveller Communities Liaison Officer – One Member needed
- (l) Home Watch Representative – One Member needed
- (m) Historic Environment Liaison Officer – One Member needed
- (n) Wimborne History Festival Representative – One Member needed
- (o) Colehill Community Library – Two Members needed
- (p) Press Officer – One Member
- (q) Editorial Board for the website, Facebook, Twitter and any publications (administrators for Facebook are Cllrs Gibson and the Clerk)
- (r) School liaison
- (s) Fairtrade representative
- (t) Speed Indicator Device Volunteers
- (u) St Michael's Dirt Inspectors
- (v) Oliver's Park Play Area Inspectors
- (w) Bench Inspectors for the benches located at:

a	Lapwing Road – Cllr Gale	h	Cnr of Middlehill Rd/Hayes Ln – Cllr Gibson
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 Gale

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		

(x) 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 Gale
4	Saddle Close – Cllr Bridle	12	Ashmeads Cl – Cllr Gale
5	Bridleway (Harness Close) Cllr Bridle	13	Olivers Rd/(Olivers Way) – Cllr Gale
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		

11. Minutes

To confirm Minutes:

- (a) Annual Parish Meeting for 2022 (attached)
- (b) Council Meeting 20th May (to follow)

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

13. Committee Reports

To receive the reports of the following Committees:

- Finance and General Purposes Committee 26th April (attached)
- Highways, Plans and the Environment Committee 26th April (attached)

13. Ratify decisions

To ratify the following spending decisions taken under delegated powers –
Fell a large dangerous tree situated directly behind the War Memorial on the advice of the Dorset Council tree officer at a cost of £480 +VAT being an emergency call out price on the evening of Friday 13th May.

14. 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 2022 (report letter attached).

15. Annual Return – Year End March 2022

Section 1 – Annual Governance Statement

To approve the Annual Governance Statement of the Annual Return for the year ended 31 March 2022 (copy attached).

16. Annual Return – Year End March 2022

Section 2 – Accounting Statements

To approve the Accounting Statements of the Annual Return for the year ended 31 March 2022 (copy attached).

17. 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.

18. Members' Attendance 2021/22

To note the summary of Members' attendance at Council and committee meetings in 2021/22 (to follow).

19. Risk Assessment for the Jubilee events

To agree and adopt the risk assessments for the Jubilee events.

20. Grant Aid

To resolve an award for Grant Aid

The following applications have been received:		Previous Grant(s)	Amount Requested
a	Colehill Community Library	£11,000 for the previous years since 2016/2017 and before that £10,500 for 2015/2016	£13,500

21. Accounts for Payment

To approve the accounts list.

22. Items for Information and Matters for Forthcoming Agenda.