

At the Annual Council Meeting of **COLEHILL TOWN COUNCIL** held at COLEHILL VILLAGE HALL on **the 5<sup>TH</sup> MAY 2026**, at **7.15pm**.

**PRESENT**

Cllr Leslie Gibson, Chair

Cllr KD Johnson, Vice-Chair

Cllrs Susan Cowsill, Clare Davison, Ann Edwards, Richard Palmer, Andy Todd and Emma Urquhart

**APOLOGIES**

Cllrs Nigel Bridle (Non-business), Carol Butter (Non-business), Mark Keniston (Non-business), Patricia Grey (Non-business) It was RESOLVED to accept the reasons for the apologies.

**IN ATTENDANCE**

Mrs Z Caddy, Clerk.

**1.26 APPOINTMENT OF CHAIR**

Cllr Gibson had been proposed by Cllr Johnson and seconded by Cllr Davison.

RESOLVED that Cllr Gibson be appointed Chair of the Town Council for the ensuing year.

*Cllr Gibson signed the Declaration of Acceptance of Office.*

**2.26 APPOINTMENT OF VICE-CHAIR**

Cllr Johnson had been proposed by Cllr Gibson and seconded by Cllr Cowsill.

RESOLVED that Cllr Johnson be appointed Vice-Chair of the Town Council for the ensuing year.

**3.26 PUBLIC PARTICIPATION**

There were no members of the public in attendance.

**4.26 DECLARATIONS OF INTEREST**

Cllrs Gibson, Edwards and Urquhart declared a non-pecuniary interest in connection with the up-coming grant aid application for the Reef.

**5.26 CHAIRS REMARKS**

Cllr Gibson extended many thanks to Cllr Davison for the last two years work as Chair and thanks to other members for voting him into the position of Chair.

**6.26 MINUTES**

The Minutes of the Council Meeting held on 7<sup>th</sup> April, were submitted.

RESOLVED that the Minutes be approved and signed.

**7.26 MATTERS ARISING ON THE MINUTES**

The Mary Greathed charity has £1,600 to distribute to the three local schools for supporting children who may need some financial help.

**8.26 COMMITTEE REPORTS**

(a) HIGHWAYS, PLANS & THE ENVIRONMENT 21<sup>st</sup> April 2026

RESOLVED that the report be approved and adopted.

The yellow bus cages and zigzag lines are going to be repainted.  
23 The Vineries should now have a revised submission date due to the site notice being displayed.  
Birchdale Road has been refused – Cllr Butter went to speak.

(b) FINANCE AND GENERAL PURPOSES 21<sup>st</sup> April 2026

RESOLVED that the report be approved and adopted.  
There were no matters arising.

**9.26 GENERAL POWER OF COMPETENCE**

It was NOTED That the Council will continue to use the General Power of Competence for the ensuing year.

**10.26 ANNUAL REPORT AND ANNUAL PLAN**

The annual report and annual plan were reviewed and RESOLVED for adoption. These will be published in due course.

**11.26 APPOINTMENT OF COMMITTEES**

(a) **Finance and General Purposes**

The composition of the Committee is a minimum of five Members

RESOLVED that Carol Butter, Susan Cowsill, Leslie Gibson, Ann Edwards, KD Johnson, Mark Keniston, Andy Todd and Emma Urquhart be appointed to serve on the Finance and General Purposes Committee for the ensuing year.

(b) **Highways, Plans and the Environment**

The composition of the Committee is a minimum of five Members

RESOLVED that Nigel Bridle, Carol Butter, Susan Cowsill, Clare Davison, Leslie Gibson, Ann Edwards, KD Johnson, Mark Keniston, Richard Palmer and Emma Urquhart be appointed to serve on the Highways and Plans Committee for the ensuing year.

**12.26 APPOINTMENT OF WORKING PARTIES/GROUPS**

(a) **Governance Working Group**

RESOLVED that Cllrs KD Johnson Leslie Gibson and the Clerk and be appointed to serve on the Governance Working Party for the ensuing year.

**(b) Local Plan Working Group**

RESOLVED that Cllrs Carol Butter, Clare Davison, Richard Palmer, Leslie Gibson, Mark Keniston, KD Johnson and Susan Cowsill. The Terms of Reference will need to be revised.

**(c) Oliver's Park Working Group**

RESOLVED that Cllrs Susan Cowsill, KD Johnson and Leslie Gibson be appointed to serve on the Oliver's Park Working Party for the ensuing year.

**(d) Road Safety Working Group**

RESOLVED that Cllrs, Leslie Gibson, KD Johnson, Mark Keniston, Richard Palmer and Andy Todd be appointed to serve on the Road Safety Working Group for the ensuing year.

**(e) Emergency Resilience Working Group**

RESOLVED that Cllrs Leslie Gibson, Carol Butter, KD Johnson, Andy Todd and Susan Cowsill be appointed to serve on the Resilience Working Party for the ensuing year.

**(f) Boundary Commission (Dorset Council Warding) Working Group**

RESOLVED that Cllrs Carol Butter, Andy Todd and KD Johnson be appointed to serve on this Working Group for the ensuing year. Power was delegated to the Clerk to make any submission.

**13.26 APPOINTMENT OF REPRESENTATIVES**

RESOLVED that the following Members be appointed to represent the Parish Council on the bodies shown:

**(a) Julian's Bridge Working Group**

Cllr KD Johnson

**(b) East Dorset Environment Partnership**

Cllr Clare Davison

**(c) DAPTC - Eastern Area Committee & Larger Councils Committee**

Cllrs KD Johnson and Andy Todd

**(d) The Reef Management Committee**

Cllr Carol Butter and KD Johnson

**(e) Village Hall Management Committee**

Cllr Emma Urquhart and Ann Edwards

**14.26 PARISH RIGHTS OF WAY LIAISON OFFICER**

RESOLVED that Cllr Clare Davison be appointed Rights of Way Liaison Officer for the ensuing year. (Deputy: Cllr KD Johnson)

- 15.26 PARISH TREE WARDEN**  
RESOLVED that Cllr Nigel Bridle be appointed Tree Warden for the ensuing year. (Deputy: Cllr Emma Urquhart)
- 16.26 PARISH TRAVELLER COMMUNITIES LIAISON OFFICER**  
RESOLVED that Cllr Nigel Bridle be appointed Traveller Communities Liaison Officer for the ensuing year.
- 17.26 HOME WATCH REPRESENTATIVE**  
RESOLVED that Cllr KD Johnson be appointed Home Watch representative for the ensuing year.
- 18.26 HISTORIC ENVIRONMENT LIAISON OFFICER**  
RESOLVED that Cllr Nigel Bridle be appointed Historic Environment Liaison Officer for the ensuing year. (Deputy: Cllr KD Johnson)
- 19.26 WIMBORNE HISTORY FESTIVAL**  
RESOLVED not to appoint a representative.
- 20.26 SCHOOL LIAISON REPRESENTATIVE**  
RESOLVED that Cllr Emma Urquhart be appointed School representative for the ensuing year.
- 21.26 COLEHILL COMMUNITY LIBRARY**  
RESOLVED that Cllrs Susan Cowsill and Nigel Bridle be appointed Colehill Community Library representatives for the ensuing year.
- 22.26 PRESS OFFICER**  
RESOLVED that Cllr Leslie Gibson be appointed Press Officer for the ensuing year.
- 23.26 EDITORIAL BOARD** (for the website, social media and any publications)  
RESOLVED that Cllrs Leslie Gibson, KD Johnson, Emma Urquhart, Clare Davison and the Clerk be appointed to the Editorial Board for the ensuing year.
- 24.26 SPEED INDICATOR DEVICE VOLUNTEERS**  
RESOLVED that Cllr KD Johnson and Richard Palmer be appointed SID volunteers for the ensuing year.
- 25.26 OLIVER'S PARK PLAY AREA INSPECTORS**  
RESOLVED that Cllrs Susan Cowsill, KD Johnson, Leslie Gibson and the Clerk be thanked for volunteering to inspect the Oliver's Park Play Area.

A new rota will be drawn up and distributed.

**26.26 BENCH INSPECTORS**

To confirm that those Members listed will inspect the benches as shown:

|   |                                     |   |                                               |
|---|-------------------------------------|---|-----------------------------------------------|
| a | Lapwing Road – Cllr Cowsill         | g | Wimborne Road West – Cllr Davison             |
| b | St Michael's Church – Cllr R Palmer | h | Cnr of Middlehill Rd/Hayes Ln – Cllr L Gibson |
| c | Cannon Hill Rd – Cllr K D Johnson   | i | Wimborne Rd, opp Beaucroft Ln – Cllr Davison  |

|   |                                            |   |                                                      |
|---|--------------------------------------------|---|------------------------------------------------------|
| d | Five Ways Cross – Cllr R Palmer            | j | Middlehill Road, outside 143 and 145 - Cllr L Gibson |
| e | Colehill Post Office, opposite – Cllr Todd | k | Leigh Road (Bytheway) – Cllr Davison                 |
| f | Corner Pilford Heath Rd – Cllr K D Johnson | l | Corner of Weston Road – Cllr K D Johnson             |

**27.26 GRIT BIN INSPECTORS**

To confirm that those Members listed will inspect the grit bins as shown:

|   |                              |               |    |                            |               |
|---|------------------------------|---------------|----|----------------------------|---------------|
| 1 | Park Homer Drive             | Cllr Palmer   | 9  | Giddylake (Burts Hill end) | Cllr Palmer   |
| 2 | Heron Drive (Pilford Hth Rd) | Cllr Cowsill  | 10 | Cutlers PI (Jessopp Rd)    | Cllr Gibson   |
| 3 | Bridleway (78 Canford Bott)  | Cllr N Bridle | 11 | Ashmeads Way               | Cllr Gibson   |
| 4 | Saddle Close                 | Cllr N Bridle | 12 | Ashmeads Cl                | Cllr Gibson   |
| 5 | Bridleway (Harness Close)    | Cllr N Bridle | 13 | Olivers Rd/(Olivers Way)   | Cllr Keniston |
| 6 | Glynville Close              | Cllr Johnson  | 14 | Lonnen Rd/ (Rotary Cl)     | Cllr Urquhart |
| 7 | Pilford Hth Rd (Lapwg Rd)    | Cllr Cowsill  | 15 | Woodview/ (Lonnen Rd)      | Cllr Todd     |
| 8 | Brackenhill Road             | Cllr Johnson  |    |                            |               |

A full list of current appointments will be published online.

**28.26 AUDIT OF PARISH COUNCIL ACCOUNTS**

Members NOTED the Internal Auditor's letter, dated 26<sup>th</sup> April, which advised that she was satisfied with the controls and procedures that were in place. The Members thanked the Clerk for her work on the accounts.

**29.26 ANNUAL RETURN – YEAR END MARCH 2026  
SECTION 1 – ANNUAL GOVERNANCE STATEMENT**

The Clerk had circulated a copy of Section 1 of the Annual Return for the year ended 31 March 2026, a copy of which appears as Appendix 1 to these Minutes in the Minute Book and online.

RESOLVED that the Annual Governance Statement be approved and signed by the Chair of Council.

**30.26 ANNUAL RETURN – YEAR END MARCH 2026  
SECTION 2 – ACCOUNTING STATEMENTS**

The Clerk had circulated a copy of Section 2 of the Annual Return for the year ended 31 March 2026, a copy of which appears as Appendix 2 to these Minutes in the Minute Book and online.

Dates for public Inspection will be 3<sup>rd</sup> June 2026 – 14<sup>th</sup> July 2026

RESOLVED that the Accounting Statements be approved and signed by the Chair of Council.

**31.26 MEMBERS' ATTENDANCE 2025/26**

Members NOTED a summary of Members' attendance at Council and committee meetings in 2025/26.

**32.26 GOVERNANCE DOCUMENTS**

Following circulation to the Governance Working Group on 13<sup>th</sup> April 2026, it was RESOLVED to adopt the **Working Group Protocol, Model Publication Scheme and the SAPPP Practitioner's Guide** which will be published online.

**33.26 PROJECTOR AND SCREEN**

It was RESOLVED to allow the Hall hirers to use the Council's projector and screen – via the wall sockets, if they would like a remote control the Hall trustees will need to purchase an additional one.

**34.26 GRANT AID**

**Reef trustees did not enter into the discussion other than to answer member's questions.**

It was RESOLVED to grant £6,000 to the Colehill and Wimborne Youth and Community Centre (The Reef).

*It was RESOLVED to continue the meeting longer than the 2 hour meeting time limit to enable to complete the agenda.*

**35.26 PLANNING APPLICATIONS**

From the applications currently listed on [www.colehill.gov.uk](http://www.colehill.gov.uk) no members of the public have requested that any are discussed. Members did review and discuss the following and comments were recorded as follows:

| PA NO            | ADDRESS & DEVELOPMENT PROPOSED                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| P/FUL/2026/01848 | <p>Location: 1 &amp; 2 The Acorns, Canford Bottom, Colehill, Dorset, BH21 2EU</p> <p>Proposal: Demolish existing dwelling and erect single and two storey extension to existing care home with first floor link bridge</p> <p>OBJECTION on the basis that the development is within the root protection zone of the TPO Oak trees which have historical significance and are featured on Ordnance Survey maps as well as the proposal being out-of-keeping with the area.</p> |

**36.26 LICENSING** – Applications from Tesco & Aldi - Licence should be in line with the opening hours of the shop.

**37.26 ACCOUNTS FOR PAYMENT**

RESOLVED that the accounts listed in Appendix 1 to these Minutes in the Minute Book be passed for payment and cheques drawn accordingly.

**38.26 ITEMS FOR INFORMATION AND CLOSE OF MEETING**

The cricket launch was a huge success.

The Meeting ended at 9:40 pm.

CHAIR