

At the Annual Council Meeting of **COLEHILL PARISH COUNCIL** held at COLEHILL VILLAGE HALL on **24<sup>TH</sup> MAY 2022**, at **7.15pm**.

PRESENT

Cllr Nigel Bridle - Chair  
Cllr Leslie Gibson - Vice-Chair  
Cllrs Clare Davison, Mark Keniston, Andy Gale, Michael Gibbs, KD Johnson, Andy Todd and Emma Urquhart

APOLOGIES

Cllrs Janet Dover – It was RESOLVED to accept the apologies.

IN ATTENDANCE

Mrs Z Caddy, Clerk.

Two members of the public.

Dorset Councillor Maria Roe arrived but did not stay due concerns about the lack of ventilation and the room being overcrowded.

**1.22 APPOINTMENT OF CHAIR**

Cllr Bridle had been proposed by Cllr Johnson and seconded by Cllr Todd

RESOLVED that Cllr Bridle be appointed Chair of the Parish Council for the ensuing year.

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

**2.22 APPOINTMENT OF VICE-CHAIR**

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

RESOLVED that Cllr Gibson be appointed Vice-Chair of the Parish Council for the ensuing year.

**3.22 DECLARATIONS OF INTEREST**

There were no declarations of interest. Members were reminded to review their Register Entries to ensure they remained up to date.

**4.22 PUBLIC PARTICIPATION SESSION**

Both members of the public made representations.

**5.22 CHAIR'S REMARKS**

The Chair thanked members for voting him in and he thanked Cllr Urquhart for her hard work over the last three years. He touched on the Jubilee weekend and called for volunteers to help with serving tea/coffee across the weekend. He expressed his enthusiasm in pushing forward with the BMX track and community relations with certain areas of the Parish.

**6.22 PLANNING APPLICATIONS (moved up the agenda at the discretion of the Chair)**

The following applications were submitted and comments were recorded as follows:

<b>PA NO</b>	<b>DEVELOPMENT PROPOSED</b>
P/VOC/2022/02972	20 Paget Close  OBJECTION – this is detracting from the amenity of the neighbour in terms of loss of light.
P/FUL/2022/03055	63 Wimborne Road West  OBJECTION – Fails to allow for visitors. Dorset Council's parking calculator requires 5 spaces on the existing plot once there are two houses. Off road parking would impact the cycle lane.

**7.22 APPOINTMENT OF COMMITTEES**

**(a) Finance and General Purposes**

The composition of the Committee was a minimum of 7 Members

RESOLVED that Emma Urquhart, Nigel Bridle, Clare Davison, Andy Gale, Michael Gibbs, Leslie Gibson, KD Johnson, Andy Todd and Mark Keniston and 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 was a minimum of 7 Members

RESOLVED that Emma Urquhart, Nigel Bridle, Clare Davison, Michael Gibbs, Leslie Gibson, KD Johnson, Andy Todd and Mark Keniston be appointed to serve on the Highways and Plans Committee for the ensuing year.

**8.22 APPOINTMENT OF SUB-COMMITTEES**

**(a) Hall Inspection Sub-Committee**

RESOLVED that Cllrs Leslie Gibson, KD Johnson, Mark Keniston and Emma Urquhart be appointed to serve on the Hall Inspection Sub-Committee for the ensuing year.

**9.22 APPOINTMENT OF WORKING PARTIES/GROUPS**

RESOLVED that the CGR, 5G, Resilience and Colehill Village Hall Working Groups will be disbanded and the Climate Emergency Working Group will merge with the Biodiversity Working Group.

**(a) Community Infrastructure Levy Working Group**

RESOLVED that Cllrs, Leslie Gibson, Andy Todd and Emma Urquhart be appointed to serve on the Community Infrastructure Levy Working Party for the ensuing year.

- (b) **Governance Working Group**  
RESOLVED that Cllrs Nigel Bridle, KD Johnson, Leslie Gibson, Andy Todd and Emma Urquhart and be appointed to serve on the Governance Working Party for the ensuing year.
- (c) **Oliver's Park Refurbishment Working Group**  
RESOLVED that Cllrs Janet Dover, Andy Gale, Michael Gibbs, Leslie Gibson, KD Johnson, Emma Urquhart and be appointed to serve on the Oliver's Park Working Party for the ensuing year.
- (d) **Coombes Wood Working Group**  
RESOLVED that Cllrs Nigel Bridle, Clare Davison, Michael Gibbs, Leslie Gibson, KD Johnson, Mark Keniston, Andy Todd and Emma Urquhart, be appointed to serve on the Coombes Wood Working Party for the ensuing year.
- (e) **Biodiversity Working Group (encompassing the Climate Emergency Working Party)**  
RESOLVED that Cllrs Clare Davison, Michael Gibbs, Leslie Gibson, KD Johnson, and Emma Urquhart, be appointed to serve on the Biodiversity Working Group for the ensuing year. The Members APPROVED Dorset Councilor Maria Roe and local resident Becky Suthers also joining as members of this group.
- (f) **Platinum Jubilee Working Group**  
RESOLVED that Cllrs Leslie Gibson, Nigel Bridle and Emma Urquhart, be appointed to serve on the Biodiversity Working Group until the end of June and then the Group is disbanded.

It was RESOLVED to accept the membership of the working groups above.

## 10.22 APPOINTMENT OF REPRESENTATIVES

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

- (a) **Wimborne Cemetery Joint Management Committee**  
(Five year term to 2024)  
Cllrs Nigel Bridle and Clare Davison
- (b) **East Dorset Environment Partnership**  
Cllr Clare Davison (Deputy: Cllr Urquhart)
- (c) **The Greathed Charity Trustees** (Four year term to May 2024)  
Cllrs KD Johnson and Emma Urquhart (Cllr Janet Dover attends as a Dorset Councillor).
- (d) **DAPTC - Eastern Area Committee & Larger Councils Committee**  
Cllrs KD Johnson and Andy Todd (Cllr Urquhart as reserve)

- (e) **Colehill and Stour PACT Panel**  
Cllrs K D Johnson and Mark Keniston
- (f) **The Reef Management Committee**  
Cllr Andy Todd
- (g) **Village Hall Management Committee**  
Cllr Emma Urquhart (Deputy: Cllr Leslie Gibson)

- 11.22 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)
- 12.22 PARISH TREE WARDEN**  
RESOLVED that Cllr Nigel Bridle be appointed Tree Warden for the ensuing year. (Deputy: Cllr Emma Urquhart)
- 13.22 PARISH TRAVELLER COMMUNITIES LIAISON OFFICER**  
RESOLVED that Cllr Nigel Bridle be appointed Traveller Community Liaison Officer for the ensuing year.
- 14.22 HOME WATCH REPRESENTATIVE**  
RESOLVED that Cllr KD Johnson be appointed Home Watch representative for the ensuing year.
- 15.22 HISTORIC ENVIRONMENT LIAISON OFFICER**  
RESOLVED that Cllr Emma Urquhart be appointed Historic Environment Liaison Officer for the ensuing year.
- 16.22 WIMBORNE HISTORY FESTIVAL**  
RESOLVED that Cllr Urquhart be appointed Wimborne History Festival representative for the ensuing year.
- 17.22 SCHOOL LIAISON REPRESENTATIVE**  
RESOLVED that Cllr Urquhart be appointed School representative for the ensuing year.
- 18.22 COLEHILL COMMUNITY LIBRARY**  
RESOLVED that Cllr Bridle be appointed Colehill Community Library representatives for the ensuing year.
- 19.22 PRESS OFFICER**  
RESOLVED that Cllr Gibson be appointed Press Officer for the ensuing year.
- 20.22 EDITORIAL BOARD** (for the website, social media and any publications)  
RESOLVED that Cllrs Leslie Gibson and the Clerk be appointed to the Editorial Board for the ensuing year. Cllr Johnson will be involved with the Website.

**21.22 FAIRTRADE**

RESOLVED that Cllr Gibbs be appointed Fairtrade representative for the ensuing year.

**22.22 SPEED INDICATOR DEVICE VOLUNTEERS**

RESOLVED that Cllr KD Johnson, Leslie Gibson and be appointed SID volunteers for the ensuing year. Andy Todd and Michael Gibbs will be reserves if needed.

**23.22 ST MICHAEL'S DIRT INSPECTORS**

RESOLVED that Cllrs Michael Gibbs, Leslie Gibson, KD Johnson, Andy Todd and Emma Urquhart be thanked for volunteering to inspect St Michael's Dirt.

**24.22 OLIVER'S PARK PLAY AREA INSPECTORS**

RESOLVED that Cllrs Andy Gale, KD Johnson, Emma Urquhart and the Clerk be thanked for volunteering to inspect the Oliver's Park Play Area.

**25.22 BENCH INSPECTORS**

RESOLVED that those Members listed will inspect the benches as shown:

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

**26.22 GRIT BIN INSPECTORS**

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

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

A full list of current appointments appears as Appendix 1 to these Minutes in the Minute Book.

**27.22 MINUTES**

The Minutes of the Annual Parish Meeting held on 22<sup>nd</sup> April and the Council Meeting held on 20<sup>th</sup> May, were submitted.

RESOLVED that the Minutes be approved and signed.

**28.22 MATTERS ARISING ON THE MINUTES****29.22 COMMITTEE REPORTS****(a) HIGHWAYS, PLANS & THE ENVIRONMENT**

RESOLVED that the report be approved and adopted.

There were no matters arising.

(b) FINANCE AND GENERAL PURPOSES

There were no matters arising.

RESOLVED that the report be approved and adopted.

**30.22 RATIFICATION OF DELEGATED DECISIONS MADE**

The decision to remove the dangerous tree behind the War Memorial was ratified. The power to spend on this falls under the Public Health Act 1875 s.164 – ‘Power to provide and maintain land for public recreation’.

**31.22 AUDIT OF PARISH COUNCIL ACCOUNTS**

Members NOTED the Internal Auditor’s letter, dated 10<sup>th</sup> May, which advised that she was satisfied with the controls and procedures that were in place, a copy of which appears as Appendix 2 to these Minutes in the Minute Book. The Members thanked the Clerk for her work on the accounts.

**32.22 ANNUAL RETURN – YEAR END MARCH 2022  
SECTION 1 – ANNUAL GOVERNANCE STATEMENT**

The Clerk had circulated a copy of Section 1 of the Annual Return for the year ended 31 March 2022, a copy of which appears as Appendix 3 to these Minutes in the Minute Book.

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

**33.22 ANNUAL RETURN – YEAR END MARCH 2022  
SECTION 2 – ACCOUNTING STATEMENTS**

The Clerk had circulated a copy of Section 2 of the Annual Return for the year ended 31 March 2022, a copy of which appears as Appendix 4 to these Minutes in the Minute Book.

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

**34.22 MEMBERS’ ATTENDANCE 2021/22**

Members NOTED a summary of Members’ attendance at Council and committee meetings in 2021/22.

**35.22 RISK ASSESSMENTS FOR THE JUBILEE EVENTS**

The risk assessments were ADOPTED. These are attached at Appendix 5 to these Minutes in the Minute Book.

**36.22 GRANT AID**

It was RESOLVED to approve a Grant of £11,000.00 to Colehill Community Library. Power to make this grant falls under the Local Government Act 1972 s137.

**37.22 ACCOUNTS FOR PAYMENT**

RESOLVED that the accounts listed in Appendix 6 to these Minutes in the Minute Book be passed for payment and cheques drawn accordingly.

**38.22 ITEMS FOR INFORMATION AND MATTERS FOR FORTHCOMING AGENDA**

The Defib signs in the noticeboard need changing to Village Hall rather than Memorial Hall.

Rotary Close has some issues with refuse.

Litter pick is on Saturday.

The Meeting ended at 9 pm.

CHAIR

DRAFT