



Colehill Parish Council

Mrs Zoe Caddy, Clerk to the Council

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29th April 2025

Dear Member

You are summoned to attend the Annual Meeting of **Colehill Parish Council** which will be held at **Colehill Village Hall, Cannon Hill Road, Colehill**, on **Tuesday 6th May 2025** at **7.00pm**.

Yours faithfully



Clerk

A G E N D A

1. **Appointment of Chair**
2. **Appointment of Vice Chair**
3. **Public Participation**
Members of the public will have an opportunity to raise questions.
4. **Apologies for Absence**
The Clerk to report any apologies for absence.
5. **Declarations of Interest**
To receive declarations of disclosable pecuniary interests from Members in respect of the following items. *Members are reminded to review their Register Entries to ensure they remain up to date.*
6. **Chair's Remarks**
7. **Appointment of Committees**
 - (a) Finance & General Purposes Committee (A minimum of 5 Members).
 - (b) Highways, Plans & the Environment Committee (A minimum of 5 Members).
8. **Appointment of Working Groups**
 - (a) Governance Working Group
 - (b) Oliver's Park Working Group
 - (c) Village Hall Inspection Working Group

Current committee membership for 2024/25 is on the website.
9. **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 2024/25 is on the website).
 - (a) Julian's Bridge joint Working Group – One Member

- (b) East Dorset Environment Partnership – One Member
- (c) The Greathed Charity – Two Members
- (d) DAPTC Eastern Area & Larger Councils Committees - Two Members
- (e) Wimborne & District PACT Panel - Two Members
- (f) The Reef Committee – Two Members
- (g) Colehill Village Hall Management Committee – One Member
- (h) Rights of Way Liaison Officer – One Member
- (i) Parish Tree Warden – One Member
- (j) Parish Traveller Communities Liaison Officer – One Member
- (k) Home Watch Representative – One Member
- (l) Historic Environment Liaison Officer – One Member
- (m) Wimborne History Festival Representative – One Member
- (n) School Liaison – One Member
- (o) Colehill Community Library – Two Members
- (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) 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	h	Cnr of Middlehill Rd/Hayes Ln
b	St Michael's Church	i	Wimborne Rd, opp Beaucroft Ln
c	Cannon Hill Rd	j	Middlehill Road, outside 143 and 145
d	Five Ways Cross	k	Leigh Road (Bytheway)
e	Colehill Post Office, opposite	l	Corner of Weston Road
f	Corner of Pilford Heath Road		
g	Wimborne Road West		

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

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

10. **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 2025 (report letter to follow).

11. **Conflict of Interest with BDO LLP**

To confirm whether there is any member with a conflict of interest with the external auditors firm BDO LLP.

12. **Annual Return – Year End March 2025**

Section 1 – Annual Governance Statement

To approve the Annual Governance Statement of the Annual Return for the year ended 31 March 2025 (copy to follow).

13. Annual Return – Year End March 2025

Section 2 – Accounting Statements

To approve the Accounting Statements of the Annual Return for the year ended 31 March 2025 (copy to follow).

14. Minutes

To confirm Minutes of the Council Meeting of 8th April 2025 ([Council 8th April](#))

15. Matters Arising

Any matters/questions arising from Minutes of 8th April 2025

16. Committee Reports

To receive the reports of the following Committees:

Highways, Plans & the Environment Committee 22nd April 2025 ([HPE Minutes](#))

Finance and General Purposes Committee 22nd April 2025 ([FGP Minutes](#))

17. Members' Attendance 2024/25

To note the summary of Members' attendance at Council and committee meetings in 2024/25 (available at the meeting).

18. Governance Documents

To review and re-adopt the following documents:

- [Colehill Complaints Policy](#) No proposed changes

- [Colehill Model Publication Scheme](#) No proposed changes

- [Working Group Protocol](#) No proposed changes

19. Local Council Award Scheme (LCAS) – Silver Level

To resolve that the criteria are prepared and in order to apply for the LCAS Silver level award.

20. General Power of Competence

To note that the Council will continue to use the GPOC for the term 2025-26.

21. Road Safety Working Group

To resolve to establish a Road Safety Working Group along with the Terms of Reference and Councillor members.

22. Planning Applications

To consider and comment upon any applications 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.

23. Reports from Representatives on Outside Bodies

To receive any reports for information.

24. Accounts for Payment

To approve the accounts list.

25. Items for Information and Close of Meeting.