

At the Annual Council Meeting of **COLEHILL PARISH COUNCIL** held at COLEHILL VILLAGE HALL on **the MAY 6<sup>th</sup> 2025**, at **7.15pm**.

**PRESENT**

Cllr Clare Davison, Chair

Cllr KD Johnson Vice-Chair

Cllrs Nigel Bridle, Susan Cowsill, Ann Edwards, Leslie Gibson, Patricia Gray, Mark Keniston, Ken Murgatroyd, Richard Palmer and Andy Todd

**APOLOGIES**

Cllrs Carol Butter and Emma Urquhart – It was **RESOLVED** to accept the reasons for the apologies.

**IN ATTENDANCE**

Mrs Z Caddy, Clerk.

**1.25 APPOINTMENT OF CHAIR**

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

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

**2.25 APPOINTMENT OF VICE-CHAIR**

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

**3.25 DECLARATIONS OF INTEREST**

There were no declarations of interest.

Members were reminded to review their Register Entries to ensure they remained up to date.

**4.25 CHAIR'S REMARKS**

Cllr Davison thanked the other members for their confidence in appointing her for another term. Cllrs Davison and Johnson attended Wimborne's Civic Day which was very interesting. The V E Anniversary quiz had disappointing numbers but the quiz was excellent and all attendees enjoyed it. There will be a lighting of the lamps of peace on Thursday and all members were encouraged to attend.

**5.25 APPOINTMENT OF COMMITTEES**

**(a) Finance and General Purposes**

The composition of the Committee is a minimum of five Members

**RESOLVED** that Susan Cowsill, Leslie Gibson, Ann Edwards, KD Johnson, Mark Keniston, Ken Murgatroyd, Richard Palmer and Andy Todd, 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 five Members

RESOLVED that Nigel Bridle, Susan Cowsill, Clare Davison, Ann Edwards, Leslie Gibson, Patricia Gray, KD Johnson, Ken Murgatroyd, Richard Palmer and Andy Todd be appointed to serve on the Highways and Plans Committee for the ensuing year.

**6.25 APPOINTMENT OF WORKING PARTIES/GROUPS**

**(a) Fairtrade**

It was AGREED that Cllrs KD Johnson and Richard Palmer will attend the Fairtrade committee meeting before representatives are formally appointed at the next Finance & General Purposes Meeting.

**(b) Village Hall Inspection Working Group**

RESOLVED that no inspectors are appointed.

**(c) Governance Working Group**

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

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

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

**7.25 APPOINTMENT OF REPRESENTATIVES**

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

**(a) Julians Bridge Joint Working Group**

Cllr K D Johnson

**(b) East Dorset Environment Partnership**

Cllr Davison

**(c) The Greathed Charity**

RESOLVED that no representatives are appointed.

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

Cllrs KD Johnson and Andy Todd (Susan Cowsill as a reserve)

**(e) Wimborne & District PACT Panel**

RESOLVED that no representatives are appointed.

**(f) The Reef Management Committee**

Cllrs Ann Edwards and Carol Butter

**(g) Village Hall Management Committee**  
Cllrs Ann Edwards and Emma Urquhart

- 8.25 PARISH RIGHTS OF WAY LIAISON OFFICER**  
RESOLVED that Cllr Davison be appointed Rights of Way Liaison Officer for the ensuing year. (Deputy: Cllr Johnson)
- 9.25 PARISH TREE WARDEN**  
RESOLVED that Cllr Nigel Bridle be appointed Tree Warden for the ensuing year. (Deputy: Cllr Emma Urquhart)
- 10.25 PARISH GYPSY AND TRAVELLER COMMUNITIES LIAISON OFFICER**  
RESOLVED that Cllr Nigel Bridle be appointed Gypsy and Traveller Communities Liaison Officer for the ensuing year.
- 11.25 HOME WATCH REPRESENTATIVE**  
RESOLVED that Cllr Johnson be appointed Home Watch representative for the ensuing year.
- 12.25 HISTORIC ENVIRONMENT LIAISON OFFICER**  
RESOLVED that Cllr Bridle be appointed Historic Environment Liaison Officer for the ensuing year.
- 13.25 WIMBORNE HISTORY FESTIVAL**  
RESOLVED that no representatives are appointed.
- 14.25 SCHOOL LIAISON REPRESENTATIVE**  
RESOLVED that Cllr Emma Urquhart be appointed School representative for the ensuing year.
- 15.25 COLEHILL COMMUNITY LIBRARY**  
RESOLVED that Cllrs Cowsill and Bridle be appointed Colehill Community Library representatives for the ensuing year.
- 16.25 PRESS OFFICER**  
RESOLVED that Cllr Leslie Gibson be appointed Press Officer for the ensuing year.
- 17.25 EDITORIAL BOARD** (for the website, social media and any publications)  
RESOLVED that Cllrs Davison, KD Johnson, Leslie Gibson and the Clerk be appointed to the Editorial Board for the ensuing year.
- A full list of current appointments appears online here [Councillors' Roles and Representation – Colehill Parish Council](#)
- 18.25 SPEED INDICATOR DEVICE VOLUNTEERS**  
RESOLVED that Cllr KD Johnson and Leslie Gibson be appointed SID volunteers for the ensuing year.

**19.25 ST MICHAEL'S DIRT INSPECTORS**

RESOLVED that Cllrs Susan Cowsill, Clare Davison and Patricia Gray be thanked for volunteering to inspect St Michael's Dirt.

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

RESOLVED that Cllrs KD Johnson, Susan Cowsill, Leslie Gibson, Patricia Gray and the Clerk be thanked for volunteering to inspect the Oliver's Park Play Area.

**21.25 BENCH INSPECTORS**

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

a	Lapwing Road – Cllr S 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 & 145 - Cllr L Gibson
e	Colehill Post Office, opposite – Cllr A Todd	k	Leigh Road (Bytheway) – Cllr Cowsill
f	Corner Pilford Heath Rd – Cllr K D Johnson	l	Corner of Weston Road – Cllr K D Johnson

**22.25 GRIT BIN INSPECTORS**

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

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

**23.25 INTERNAL AUDIT OF PARISH COUNCIL ACCOUNTS**

Members NOTED the Internal Auditor's report and letter, dated 1<sup>st</sup> May 2025, 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.

**24.25 CONFLICT OF INTEREST WITH BDO LLP**

It was RESOLVED that no member has a conflict of interest with the external auditors firm BDO LLP.

**25.25 ANNUAL RETURN – YEAR END MARCH 2025****SECTION 1 – ANNUAL GOVERNANCE STATEMENT**

The Clerk had circulated a copy of Section 1 of the Annual Return for the year ended 31 March 2025, a copy of which appears as Appendix 1 to these Minutes in the Minute Book.

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

**26.25 ANNUAL RETURN – YEAR END MARCH 2025****SECTION 2 – ACCOUNTING STATEMENTS**

The Clerk had circulated a copy of Section 2 of the Annual Return for the year ended 31 March 2025, a copy of which appears as Appendix 2 to these Minutes in the Minute Book.

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

**27.25 MINUTES**

The Minutes of the Council Meeting held on 8<sup>th</sup> April, were submitted.

RESOLVED that the Minutes be approved and signed.

**28.25 MATTERS ARISING ON THE MINUTES**

No matters arising.

**29.25 COMMITTEE REPORTS**

(a) HIGHWAYS, PLANS & THE ENVIRONMENT – 22<sup>nd</sup> April 2025

There were no matters arising.

RESOLVED that the report be approved and adopted.

(b) FINANCE AND GENERAL PURPOSES – 22<sup>nd</sup> April 2025

There were no matters arising.

RESOLVED that the report be approved and adopted.

**30.25 MEMBERS' ATTENDANCE 2024/25**

Members NOTED a summary of Members' attendance at meetings in 2024/25.

**31.25 GOVERNANCE DOCUMENTS**

The following documents were reviewed and RESOLVED to adopt without any changes. They will be published online.

Colehill Complaints Policy

Colehill Model Publication Scheme

Colehill Working Group Protocol

**32.25 LOCAL COUNCIL AWARD SCHEME – SILVER LEVEL**

It was RESOLVED that Colehill Parish Council confirms that all documentation, information and conditions required for the Silver award of the Local Council Award Scheme (LCAS) are in place and available for public review. This information, including the Council's policy documents and annual reports is published on the Council's website at [www.colehill.gov.uk](http://www.colehill.gov.uk)

**33.25 GENERAL POWER OF COMPETENCE**

It was NOTED that the Council will continue to use the GPOC for the term 2025-26

**34.25 ROAD SAFETY WORKING GROUP**

It was RESOLVED to establish a Road Safety Working Group and the Terms of Reference. The members will initially be Cllrs Andy Todd, K D Johnson, Richard Palmer and Leslie Gibson.

**35.25 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:

<b>PA NO</b>	<b>ADDRESS &amp; DEVELOPMENT PROPOSED</b>
<a href="#">P/FUL/2025/02132</a>	<p>St Catherines Roman Catholic First School, Cutlers Place, Colehill, Dorset, BH21 2HN</p> <p>Proposal: Installation of 2 no windcatchers to school hall roof</p> <p>Assuming a discrete "low profile" model is used, as opposed to an aluminium "industrial" execution, Windcatchers can offer an environmentally appropriate solution to temperature control that decreases energy consumption and environmental pollution whilst simultaneously respecting the semi rural nature of the Colehill environment.</p>
<a href="#">P/VOC/2025/02433</a>	<p>Location: (Phase 2) Quarter Jack Park Leigh Road, Wimborne, Dorset</p> <p>Proposal: A hybrid application comprising: 1) An outline application for the erection of 174 dwellings, with all matters reserved save for means of access. 2) A full planning application for the erection of a community sports facility comprising club house, playing pitches, parking and landscaping together with the change of use of the land to leisure (without compliance of Condition 43 of Planning Permission 3/18/3305/FUL to amend occupation trigger from 30 to 165 residential dwellings</p> <p>No Comment</p>
<a href="#">P/HOU/2025/02395</a>	<p>Location: 6 Heron Drive, Colehill, Dorset, BH21 2NQ</p> <p>Proposal: Convert conservatory to habitable room</p> <p>No Comment</p>

**36.25 REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**

Cllr Johnson met with David Sidwick last week and had an interesting and informative meeting.

Dorset Cllr Andy Todd – Canford Magna incinerator will be going to committee in BCP and Dorset Council's position is against.

Canford View Drive roadworks were disruptive and blocked in several cars.

Quarterjack/Barrett – their projections/budgets did not allow for the emptying of bins and this has now been resolved with Cllr Todd's prompting.

A resident of Lonnen Road has asked for some planning advice and a potential development may result in an issue.

Wimborne Football Club continues to have parking issues as well as the bollards at Parmiter being an issue.

Aldi – the 23<sup>rd</sup> July is the very earliest chance it will come to a decision but more likely August/September.

Safer Spaces project – work is continuing on this.

Dorset Council have signed a housebuilding scheme and have just launched domestic violence project has been launched for women.

There's a new round of grant funding for youth works.

Dorset Council has appointed a new CEO – Dr Catherine Howe.

**37.25 ACCOUNTS FOR PAYMENT**

RESOLVED that the accounts listed in Appendix 3 to these Minutes in the Minute Book be passed for payment and cheques drawn accordingly.

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

P/VOC/2025/01490 - 2 Tower Lane – The officers report does not include some of our objection. Page 6 – the two pictures have been separately scaled – previous ridge 7.7 metres and new 8.475 under VOC (change of 0.77 metres) No revised street scene in the latest application.

Perhaps a letter of concern setting out the omissions/errors should be sent – could this be revisited and assurance there will be a safeguard this will not happen again.

Fly-tipping incidents are still happening and Cllr K D Johnson has been involved in helping sort that out.

The Meeting ended at 8.38pm.

CHAIR