



# Colehill Parish Council

**Mrs Zoe Caddy, Clerk to the Council**

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7<sup>th</sup> May 2019

You are invited to the Annual Meeting of **Colehill Parish Council** which will be held at **Colehill Memorial Hall, Cannon Hill Road, Colehill**, on **Tuesday 14<sup>th</sup> May 2019 at 7.00pm.**

Yours faithfully

Clerk

## **PUBLIC DISCUSSION PERIOD**

Members of the public will have an opportunity to raise questions before the meeting starts.

**Mr Barry Roberts will preside at the meeting until a successor Chairman of the Council has been elected.** Standing Order 5l.

## **A G E N D A**

### **1. Appointment of Chairman**

If, for any reason, the Councillor nominated for Chairman of Council is unable to attend the meeting then the Council will need to permit that the Chairman's declaration of acceptance of office can be signed at or before a later meeting. LGA 1972, s 83(4).

A Nomination paper is attached to this agenda. **Please return it to the Clerk by 5.00pm on 10 May 2019.**

### **2. Appointment of Vice Chairman**

A Nomination paper is attached to this agenda. **Please return it to the Clerk by 5.00pm on 10 May 2019.**

### **3. Apologies for Absence**

The Clerk to report any apologies for absence.

### **4. Declaration of Acceptance of Office Forms**

To receive Members' declaration of acceptance of office forms.

**A copy of the form is enclosed. This declaration must be signed in the presence of the Clerk ideally before or if necessary at the meeting.**

If, for any reason, Councillors are unable to sign their forms at or before the meeting the Council will need to permit that the declarations can be made at or before a later meeting. LGA 1972, s 83(4).

**5. Declarations of Interest**

In accordance with the Code of Conduct, Members are reminded that any prejudicial interests should be declared. Pro forma for this purpose are available at the meeting.

**Members are reminded to complete new Register of Interest forms**

**6. Minutes**

To confirm Minutes:

- (a) Annual Parish Meeting 5 March (to follow by email)
- (b) Council Meeting 26 March (to follow by email)

**7. Any questions arising from Minutes of 5 and 26 March**

**8. Committee Minutes**

To receive the minutes of the following Committees:

- Highways and Plans Committee 30 April (to follow by email)
- Finance and General Purposes Committee 2 April (to follow by email)

**9. Appointment of Committees**

- (a) Finance & General Purposes Committee (A minimum of 8 Members plus 1 Rota Member).
- (b) Highways & Plans Committee (A minimum of 8 Members plus 1 Rota Member).

**10. Appointment of Sub-Committees**

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

**11. Appointment of Working Parties**

- (a) New Neighborhoods' Working Group
- (b) Extra Highways Services Working Party
- (c) Highway Improvement Schemes Working Party (Members need to be on the Highways and Plans Committee only).
- (d) Project Management Working Party
- (e) Community Governance Review Working Party
- (f) Oliver's Park Refurbishment Working Party

A list showing the committee membership for 2018-19 is to follow by email for Items 6, 7 and 8 above. (8(f) being brand new)

**12. 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 2018/19 is to follow by email).

- (a) Wimborne Cemetery Joint Management Committee (Five year term to 2024) –
- (b) East Dorset Environment Partnership – One Member
- (c) The Greathed Charity Trustees (Five year term, expires May 2024) – Two Members
- (d) Eastern Area Committee DAPTC - Two Members
- (e) Larger Councils Committee DAPTC - Two Members
- (f) Colehill and Stour PACT Panel - Two Members
- (g) The Reef Management Committee – Do we still wish to represent?
- (h) Colehill Memorial Hall Management Committee – One Member
- (i) Rights of Way Liaison Officer – One Member

- (j) Parish Tree Warden – One Member
- (k) Parish Gypsy and Traveller Communities Liaison Officer – One Member
- (l) Home Watch Representative – One Member
- (m) Historic Environment Liaison Officer – One Member
- (n) Wimborne History Festival Representative – One Member
- (o) Fairtrade – One Member
- (p) Colehill Community Library – One Member
- (q) Press Officer – One Member
- (r) Editorial Board for the website, Facebook, Twitter and any publications (administrators for Facebook are Cllrs Cowsill, Johnson and the Clerk)
- (s) Speed Indicator Device Volunteers
- (t) St Michael's Dirt Inspectors
- (u) Oliver's Park Play Area Inspectors
- (v) One Stop Defibrillators Inspectors
- (w) 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	Furzehill, off Cranborne Road
d	Five Ways Cross	k	Middlehill Road, outside 143 and 145
e	Colehill Post Office, opposite	l	Leigh Road (Bytheway)
f	Corner of Pilford Heath Road	m	Corner of Weston Road
g	Wimborne Road West		

- (x) 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 PI (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		

### 13. Receiving Agendas and Minutes by Email

To receive permission from those Members who wish to receive their agendas and minutes by email, rather than by post. Members do not have to print the documents as paper copies are available to view as well as via the projector onto the main screen.

### 14. Vacancies

There are three vacancies on the Council (one in each ward). The Council will need advertise these vacancies and it is hoped that informal interviews will take place on 18<sup>th</sup> June, prior to Highways and Plans Committee.

To decide which two Members, together with the Chairman, will ask the questions on the 18<sup>th</sup>. (The Council's policy for interviewing and appointing candidates is to follow by email)

### 15. Wimborne Road

To look at the quote provided by DCC for installing 4 bollards.

### 16. Councillor Training

To note that the Council makes budgetary provision for all Members to attend the training sessions that are organised by the Dorset Association of Parish and Town Councils. The Clerk will advise of training sessions at the meeting.

**17. Items for Information and Matters for Forthcoming Agenda.**

**Available at the meeting:** Letters of Thanks for the Grants received from Amelia's Rainbow and Citizens Advice Bureaux.

**Information available on the Website:** Councillors contact details, List of meeting dates, Standing Orders, Financial Regulations, Good Councillors Guide V5.

Information: The Clerk is on leave May 28 & 29 and July 22-Aug 7.