



# Colehill Parish Council

**Mrs Zoe Caddy, Clerk to the Council**  
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9<sup>th</sup> May 2024

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 **Wednesday 15<sup>th</sup> May 2024** at **7.15pm**.

Yours faithfully

Clerk

## **PUBLIC DISCUSSION PERIOD**

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

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

- 1. Appointment of Chair**  
*Need to sign Declaration of Acceptance of office form or resolve the Council permits this to be signed before a future meeting if the elected member is absent*
- 2. Appointment of Vice Chair**
- 3. Apologies for Absence**  
The Clerk to report any apologies for absence.
- 4. Declarations of Interest**  
**Members are also reminded to complete new 'live' Register of Interest forms.**  
To receive declarations of disclosable pecuniary interests from Members in respect of the following items.
- 5. Chair's Remarks**
- 6. Minutes**  
To confirm the Minutes of the Council Meeting held on 16<sup>th</sup> April 2024 ([here](#))
- 7. Any questions/matters arising from Minutes of 16<sup>th</sup> April 2024.**
- 8. Committee Reports**  
To receive the reports of the following Committees:  
Highways, Plans and the Environment Committee      30<sup>th</sup> April 2024 ([here](#))  
Finance and General Purposes Committee                      30<sup>th</sup> April ([here](#))
- 9. General Power of Competence**  
To adopt the general power of competence by confirming that it meets the criteria for eligibility as described in the Localism Act 2011(1)
  - 1- The number of Councillors elected at the last ordinary election must equal or exceed two thirds of its total number of Councillors

- 2- The Clerk must hold at least one of the sector-specific qualifications and should have completed the relevant training as part of the National Training Strategy for local councils.

The Council to confirm 1 & 2 and therefore resolve to adopt the general power of competence to be held until the next ordinary election.

## 10. Appointment of Committees

- (a) Finance & General Purposes Committee (A minimum of 5 Members).  
 (b) Highways, Plans & the Environment Committee (A minimum of 5 Members).

Current committee membership for 2023/24 is on the website.

## 11. Appointment of Working Groups

- (a) Governance Working Group  
 (b) Oliver's Park Working Group  
 (c) Coombes Wood Working Party  
 (d) Biodiversity Working Group  
 (e) Hall Inspection Working Group (meets annually).

Current working group membership for 2023/24 is on the website.

## 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 2023/24 is on the website).

- (a) East Dorset Environment Partnership – One Member  
 (b) The Greathed Charity Trustees (Four year term 2024 - 2028) – One Member  
 (c) Eastern Area & Larger Councils Committees DAPTC - Two Members  
 (d) Wimborne & District PACT Panel - Two Members  
 (e) Colehill Village Hall Management Committee – One Member plus a Deputy  
 (f) Rights of Way Liaison Officer – One Member  
 (g) Parish Tree Warden – One Member  
 (h) Parish Traveller Communities Liaison Officer – One Member  
 (i) Home Watch Representative – One Member  
 (j) Historic Environment Liaison Officer – One Member  
 (k) Wimborne History Festival Representative – One Member  
 (l) School Liaison – One Member  
 (m) Colehill Community Library – Two Members  
 (n) Press Officer – One Member  
 (o) Editorial Board for the website, Facebook, Twitter and any publications (Four members, one being the Press Officer) (administrators for Facebook are Cllrs Gibson and the Clerk)  
 (p) Speed Indicator Device Volunteers  
 (q) St Michael's Dirt Inspectors  
 (r) Oliver's Park Play Area Inspectors  
 (s) Bench Inspectors for the benches located at:

a	Lapwing Road <b>Cllr Johnson</b>	h	Cnr of Middlehill Rd/Hayes Ln <b>Cllr Gibson</b>
b	St Michael's Church <b>Cllr Johnson</b>	i	Wimborne Rd, opp Beaucroft Ln <b>Cllr Gibbs</b>
c	Cannon Hill Rd <b>Cllr Johnson</b>	j	<b>Furzehill, off Cranborne Road (Resolve what to do about this bench)</b>
d	Five Ways Cross <b>Cllr Urquhart</b>	k	Middlehill Road, outside 143 and 145 <b>Cllr Gibson</b>
e	Colehill Post Office, opposite <b>Cllr Gibbs</b>	l	Leigh Road (Bytheway) <b>Cllr Davison</b>

f	Corner of Pilford Heath Road <b>Cllr Johnson</b>	m	Corner of Weston Road <b>Cllr Johnson</b>
g	Wimborne Road West <b>Cllr Davison</b>		

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

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

**13. 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 2024 (report letter [here](#)).

**14. Annual Return – Year End March 2024**

**Section 1 – Annual Governance Statement**

To approve the Annual Governance Statement of the Annual Return for the year ended 31 March 2024 (attached)

**15. Annual Return – Year End March 2024**

**Section 2 – Accounting Statements**

To approve the Accounting Statements of the Annual Return for the year ended 31 March 2024 (attached)

**16. Planning Applications**

To discuss any application 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.

**17. Councillor Training**

The Clerk to remind members re the training that are being held following the election.

**18. Members’ Attendance 2023/24**

To note the summary of Members’ attendance at Council and committee meetings in 2023/24 (available at the meeting).

**19. Reports from Representatives on and from Outside Bodies**

To receive any reports for information.

Citizens Advice Quarterly report [www.edpcitizensadvice.org.uk/about-us/information](http://www.edpcitizensadvice.org.uk/about-us/information)

**20. Accounts for Payment**

To approve the accounts list.

**21. Staffing and staff training - Exclusion of Press and Public**

*To propose, second and agree that in view of the nature of the business to be transacted during the next two agenda items it is likely that if a member of the public were present during the following item there would be a disclosure of exempt information involving staff as defined in Part 1 of Schedule 12A on the Local government Act 1972 and they therefore be excluded from the meeting in accordance with Section 1(2) Public Bodies (Admission to Meetings) Act 1960 (as extended by s. 100 of the Local Government Act 1972)*

To resolve a staffing probation period and training.

**22. Items for Information and Close of Meeting.**