



# Colehill Parish Council

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

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16<sup>th</sup> August 2023

Dear Member,

You are summoned to attend a Meeting of **Colehill Parish Council** which will be held at **Colehill Village Hall, Cannon Hill Road, Colehill** on **Tuesday 22<sup>nd</sup> August 2023** at **7.15pm**.

Yours faithfully

*Zoe Caddy*

Clerk

## **AGENDA**

1. **Apologies for Absence**  
To receive apologies for absence.
2. **Declarations of Interest**  
To receive declarations of disclosable pecuniary interests from Members in respect of the following items.
3. **Public Participation Session**  
Members of the public will have an opportunity to raise questions and make representations.
4. **Chairs' Remarks**
5. **Minutes**  
To confirm the Minutes of the Council Meeting held on 18<sup>th</sup> July 2023 ([here](#))
6. **Any questions arising from Minutes of 18<sup>th</sup> July 2023**
7. **Blister Pack project**  
To resolve to fund further blister pack recycling boxes.
8. **DAPTC AGM Resolutions**  
DAPTC has invited Parish and Town Councils to submit suggestions for resolutions to be discussed at the AGM on 18<sup>th</sup> November 2023. These need to be forwarded to DAPTC by 8<sup>th</sup> September. To consider whether the Council wishes to submit anything.
9. **Solicitors Invoice**  
To resolve to pay the last invoice of £1,420 +VAT (VAT recoverable) from the solicitors re the Reef acquisition.
10. **Delegated Decisions**  
To ratify the following decisions taken under delegated authority between meetings:

Bramble cut back and hole in-fill at Coombes Wood - £300  
Powder-coating of donated noticeboard - £240 + VAT (VAT recoverable)

**11. Noticeboard Installation**

To resolve installation of the donated/refurbished noticeboard by Dorset Council at Oliver's Park - £464.28 +VAT (VAT recoverable)

**12. Village Hall Representative**

To resolve a replacement representative on the Village Hall Committee.

**13. The Reef (Colehill & Wimborne Youth & Community Centre)**

To resolve an additional trustee/director for the board at the Reef

**14. Planning Applications**

To consider and comment upon the Planning 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.

**15. Governance Documents**

To review and resolve to adopt the following documents:

- Crime & Disorder Policy [here](#)
- Health & Safety Policy [here](#)
- Expenses Policy (note the HMRC mileage rates haven't changed) [here](#)
- Disciplinary Procedure [here](#)
- Equal Opportunities Policy [here](#)
- Grievance Procedure [here](#)

The only proposed changes to those listed above are to remove the next review date as previously agreed, so we don't have to update and republish documents if they don't change

- Asset register (attached)
- Highways, Plans & the Environment Committee Terms of Reference (attached)
- Finance & General Purposes Terms of Reference (attached)

Sickness & Absence Policy [here](#) - proposed an amendment to say employees (other than the Clerk) should contact the Clerk if sick rather than needing to contact the Chair.

**16. Accounts for Payment**

To approve the accounts list.

***Exclusion of Press and Public***

*To propose, second and agree that in view of the nature of the business to be transacted it is likely that if a member of the public were present during the following item there would be a disclosure of 'confidential information' involving potential contracts and they therefore be excluded from the meeting in accordance with Section 1(2) Public Bodies (Admission to Meetings) Act 1960.*

**17. Cemetery**

To review with a view to signing a possible agreement contract and any legal documentation. (to follow)

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