

2 September 2015

Dear Member

You are summoned to attend a Meeting of **Colehill Parish Council** to be held in the **Betty Webster Committee Room, Colehill Memorial Hall** on **Tuesday 8 September 2015** at **19.30 hrs.**

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. Apologies for Absence

To receive apologies for absence – Cllrs Janet Dover, Ian Dickins and Linda Dickins.

2. Declarations of Interest

To receive declarations of disclosable pecuniary interests from Members in respect of the following items.

3. Cllrs Linda Dickins and Helen Lawrence

At the informal meeting on 11 August Members agreed to co-opt Cllr Linda Dickins and Cllr Helen Lawrence to the Council.

Cllr Lawrence to sign a declaration of acceptance of office form, complete a register of interests form and complete a dispensation form. Cllr Lawrence also to advise on which committees she would like to serve on and whether she wishes to receive agendas by post or by email.

Cllr Dickins is unable to sign the declaration of acceptance of office form at the meeting so the Council will need to permit that the declaration can be made at a later meeting.

LGA 1972, s 83(4).

Cllr Dickins has said that she will decide which committees she would like to join at a later date and that she would like to receive agendas by email.

4. Dispensations

To grant dispensations to Cllrs L Dickins and Lawrence to enable them to participate in discussions and decisions relating to the budget, the precept and funding for Colehill Memorial Hall.

(All Parish Councillors are Custodian Trustees of Colehill Memorial Hall)

5. Chairman's Remarks

- 6. Minutes**
To confirm the Minutes of the Council Meeting held on 7 July (copy herewith).
- 7. Any questions arising from Minutes of 7 July**
- 8. Committee Reports**
To receive the reports of the following Committees:
- | | | |
|--|-------------|------------------|
| Highways & Plans Committee | 14 July | (copy herewith) |
| Highways & Plans Committee | 11 August | (copy herewith) |
| Finance and General Purposes Committee | 11 August | (copy herewith) |
| Highways & Plans Committee | 1 September | (copy to follow) |
- 9. Highways and Plans Committee**
To appoint Cllr Ian Dickins to be a Member of Highways and Plans Committee.
- 10. Council Meeting on 10 November**
The Clerk is unable to attend the meeting on 10 November. To consider postponing the meeting to 17 November.
- 11. Meeting at the Colehill Community Library**
To consider an invitation from Colehill Community Library to hold a Council meeting at the library. This will enable Members to see the changes that have been made and to discuss how the Council sees the future role of the library. The Library is available on either the 10 or 17 November.
- 12. EDDC Briefing on Land South of Leigh Road
PA 3/15/0789/COU and PA 3/15/0839/FUL**
To note that EDDC is holding a briefing on both planning applications to explain what is involved with the proposals. This briefing is for information only to aid Members' consideration for later comment and debate at the Parish Council's Highways and Plans Committee on 22 September.
- The briefing will be on 15 September, at 6.30pm, at the EDDC offices, Furzehill. Members from Wimborne Minster Town Council have also been invited. All Colehill Members may attend, but it will be especially useful to those Members on Highways and Plans Committee.
- 13. Speed Indicator Device**
Finance and General Purposes Committee recommends that the SID be replaced. Cllr Johnson to report on the costs and options available and Members to consider what equipment would be appropriate.
- 14. Closed Circuit Television**
Finance and General Purposes Committee recommends that the CCTV be replaced. The Clerk to report on the costs and options available and Members to consider what equipment would be appropriate.

15. Risk Assessment Documents

On 14 July the following documents were reviewed by Cllrs Johnson, Mitchell and Scriven:

1. Insurance (herewith on white).
2. Effectiveness of Internal Audit (herewith on gold).
3. Financial Regulations (previously circulated).
4. Risk Register (herewith on cream).
5. Fixed Assets Register (herewith on white).
6. Model Publication Scheme (herewith on green).
7. Risk Assessments
 - (a) Grit Bin Risk Assessment (herewith on pink).
 - (b) Conservation Work Day Risk Assessment (herewith on blue).
 - (c) Remembrance Day Risk Assessment (herewith on yellow).

To approve the documents and agree to decreasing the fidelity guarantee to £100,000 which still provides adequate cover to the Council's reserves.

16. Reception – 13 November 2015

To approve the invitation list for the Reception (copy to follow).

**17. Audit of Accounts
Year End March 2015**

- (i) To note that the audit was completed on 28 June 2015 by BDO. There was one issue arising and this was budgeting. The auditor has provided an explanation and recommendations for the future (copy attached on green paper).
- (ii) To approve the Annual Return.

The Annual Return has been distributed previously, however the original document will be available at the meeting as well as some copies.

18. Remembrance Day Parade – 8 November 2015

Cllr Emma Urquhart to report.

19. Land at Cutlers Place

This matter is on the agenda to enable a discussion to be held if new information has been provided.

20. EDDC Online Planning System

Cllr Susan Cowsill to further report on the letter that she has received from EDDC regarding the proposal to use an online planning system. Members to decide what action to take on this matter.

21. Review of Statement Licensing Policy

To note that EDDC is reviewing its Statement of Licensing Policy. This Policy has to be reviewed by EDDC every five years and will be approved at EDDC's Licensing Committee in October.

The Clerk can provide a copy of the Policy on request if Members wish to read it.

22. New Neighbourhood Working Group

To note that Wimborne Minster Town Council has agreed that Cllrs Kelly Webb and Terry Wheeler, and Mr Alan Spencer, will represent them on their Land East & West of Cranborne Road Monitoring Joint Group.

To consider renaming the Council's New Neighbourhood Working Group so that both Councils are using the same name for the Group.

23. Councillor Training

The Clerk to advise on any training courses that are available and to consider any training requests from Councillors or the Clerk.

24. Reports

To receive reports from:

- (a) Representatives on other Bodies
- (b) Liaison Officers/Tree Warden
- (c) Meeting delegates
- (d) Editorial Board – website and newsletter

25. Accounts for Payment

To approve the accounts list.

26. Items for Information and Matters for Forthcoming Agenda.

Available at meeting:

DAPTC Summer Newsletter

Diary Dates:

- (a) The Memorial Hall Inspection is on 11 September, at 5.30pm. Attendees will be Cllrs Johnson, Mitchell and Warren and the Clerk, and Jim Priest for the Hall Management Committee. (Cllr Dickins has sent his apologies).
- (b) The Photographer will be taking the group photograph on 25 September, at 6.30pm, at Colehill Memorial Hall.