



Colehill Parish Council

Mrs Zoe Caddy, Clerk to the Council

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18th October 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 24th October 2023** at **7.15pm**.

Yours faithfully

Zoe Caddy

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.
2. **Declarations of Interest**
To receive declarations of disclosable pecuniary interests from Members in respect of the following items.
3. **Chair's Remarks**
4. **Minutes**
To confirm the Minutes of the Council Meeting held on 22nd August 2023 ([here](#))
5. **Any questions arising from Minutes of 22nd August 2023**
6. **Insurance**
To ratify the decision taken in conjunction with the Chair and Vice-Chair/Chair of Finance & General Purposes Committee under delegated power to renew the Council's insurance policy between meetings. Note – despite best efforts, the independent broker was unable to obtain more than one quote this year. The cost is £2,322,01
7. **Year End 31 March 2023**
The external audit was completed on 15th September 2023 by BDO LLP with no queries or issues arising. The completed AGAR and Notice of Conclusion of Audit are available to view on the Co-op noticeboard (being the busiest and most central) and on our website ([here](#)). To resolve a time period for the notice to be displayed (it has already been up since the Clerk received it on 18th September 2023)

8. **Internal Audit**
To note that the half-annual audit will take place in the next month.
9. **Civility & Respect Pledge**
To resolve to sign the NALC Civility & Respect Pledge – details here [Civility and Respect Project \(nalc.gov.uk\)](https://www.nalc.gov.uk/civility-and-respect-project)
10. **Remembrance Parade**
To receive an update on preparations for the Remembrance Parade and to approve the risk assessment.
11. **Committee Minutes**
To receive the minutes of the following Committee:
Highways Plans & The Environment Committee 12th September ([here](#))
Finance & General Purposes Committee 12th September 2023 ([here](#))
Highways Plans & The Environment Committee 19th October 2023 ([here](#))
12. **Colehill & Wimborne Youth and Community Centre admin support**
To resolve clearer guidelines/boundaries in connection with this arrangement to enable reasonable expectations of office time spent on each entity to ensure clarity for Councillors, Reef trustees and staff.
13. **Polling Station**
To discuss and resolve whether the Council would like to suggest the Reef as a suitable polling station for the elections next May as per the consultation email received on 4th October 2023.
14. **Churchmoor Copse Tree Works**
To resolve a contractor to carry out recommended tree works in accordance with the latest inspection report. Quotes are to follow as one is awaited and to publish figures already received would be inappropriate.
15. **Community Infrastructure Levy (CIL)**
To note that a CIL payment has been received of £6,375.29.
16. **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.
17. **Accounts for Payment**
To approve the accounts list.
18. **Items for Information and Matters for Forthcoming Agenda.**

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 staff and they therefore be excluded from the meeting in accordance with Section 1(2) Public Bodies (Admission to Meetings) Act 1960.

19. **Staff Matters**
To discuss/review/resolve staffing.