

At the Council Meeting of **COLEHILL PARISH COUNCIL** held at COLEHILL MEMORIAL HALL on **22 JANUARY 2019**, at **7.25pm**.

PRESENT

Cllr Barry Roberts, Chairman

Cllr Emma Urquhart, Vice-Chairman

Cllrs Susan Cowsill, Charlotte Greening, KD Johnson, Stephen King, Helen Lawrence, David Mitchell, David Packer and Peter Scriven.

APOLOGIES

Cllrs Shane Bartlett and Janet Dover, who were attending EDDC's Scrutiny and Policy Development Committee, and Cllrs Adams, Holloway and Webb.

IN ATTENDANCE

Mrs T Paine – Clerk.

347.19 DECLARATIONS OF INTEREST

There were no declarations of interest.

348.19 CHAIRMAN'S REMARKS

The Chairman advised on the Clerk's resignation.

349.19 WIMBORNE ROAD PARKING PROBLEMS

This item was deferred pending further information from the DCC Premises Commissioning Manager.

350.19 PRECEPT 2019/20

East Dorset District Council had advised that the Tax Base for 2019/20 was 3070.

The Members considered the receipts and payments for 2018/19, the estimated balances for 2019/20, the budget for 2019/20 and the earmarked reserves for 2019/20.

Cllr Urquhart proposed a Parish Council Tax Levy of £38.00, seconded by Cllr Mitchell. With a budget of £145,012.83 and a predicted income of £13,100.00, this would mean that £15,252.83 would need to be drawn down from reserves. 9:1 (Cllr Scriven was against).

RESOLVED that:

- (a) a precept of £116,660.00 be levied on the District Council. This gave an equivalent Parish Council Tax Levy of £38.00, a 7% increase on that for 2018/19 (£35.50);
- (b) the budget for 2019/2020 of £145,012.83 and the earmarked reserves be approved.

Background Papers: CPC Budget File.

351.19 RISK ASSESSMENT DOCUMENTS

Members reviewed the following documents:

1. Insurance, including the employee dishonesty cover of £150,000.
2. Effectiveness of Internal Audit.
3. Risk Register.
4. Fixed Assets Register.
5. Model Publication Scheme.
6. Risk Assessments:
 - (a) Conservation Work Day Risk Assessment
 - (b) Grit Bin Risk Assessment
 - (c) Remembrance Day Risk Assessment
 - (d) Speed Indicator Device Risk Assessment
7. Financial Regulations.
8. Governance and Accountability for Smaller Authorities in England.
9. CCTV Code of Practice.
10. Social Media Policy.

The Clerk advised that she would be sending the latest copy of the Fixed Assets Register to the Council's insurer.

RESOLVED that:

- (a) the documents listed above be approved;
- (b) the employee dishonesty cover of £150,000 be approved;
- (c) the continued employment of the qualified internal auditor be approved.

Background Papers: C:/Risk Assessment file.

352.19 THE GREAT BRITISH SPRING CLEAN 2019

It was AGREED that the Council would hold a GB Spring Clean on the 13th April.

353.19 ROAD NAMING

Cllr Packer reported on his correspondence with WMTC regarding the road names for the new development at Leigh Road, and thanked Cllr Scriven for producing a list of the soldiers' names from WW1 and WW2, a copy of which appears as Appendix 2 to these Minutes in the Minute Book.

Cllr Packer said that he thought the names of the WW1 soldiers should be put forward to WMTC and it was AGREED that Cllr Packer would liaise with the WMTC Clerk over this matter.

354.19 ROYAL GARDEN PARTY

It was AGREED that Cllr Susan Cowsill would be nominated for one of the allocated spaces for Council Chairmen to attend the Royal Garden Party on Wednesday 15 May 2019.

355.19 MINUTES

The Minutes of the Council Meeting held on 11 December were submitted.

RESOLVED that the Minutes be approved and signed.

356.19 MATTERS ARISING ON THE MINUTES

308.18 Typo – Remembrance.

310.18 Cllr Roberts would replace Cllr Greening on the WCJMC.

314.18 The in-house planning training had been cancelled.

320.18 (f) Typo – analysed.

357.19 COMMITTEE REPORTS

(a) HIGHWAYS & PLANS – 15 January

The report of the Meeting was submitted.

RESOLVED that the report be approved and adopted.

(b) FINANCE AND GENERAL PURPOSES – 15 January

The report of the Meeting was submitted.

RESOLVED that the report be approved and adopted.

358.19 TRAINING

Members NOTED that the DAPTC Annual Conference would be held on 26 March, and that Cllr Johnson had volunteered to attend. The Clerk advised that DAPTC would be holding new councillor training in May/June and Planning training in July.

359.19 ACCOUNTS FOR PAYMENT

RESOLVED that the accounts listed in Appendix 3 to these Minutes in the Minute Book be passed for payment and cheques drawn accordingly.

360.19 REPORTS

Members NOTED the following information:

- (a) County Cllr Butler's report to the Eastern Area DAPTC meeting on 16 January.
- (b) District Cllr Skeat's report to the Eastern Area DAPTC meeting on 16 January.

The reports appear as Appendix 4 to these Minutes in the Minute Book.

361.19 ITEMS FOR INFORMATION AND MATTERS FOR FORTHCOMING AGENDA

- (a) The following would be considered and approved at Council on 5 March:
 - Calendar of Meetings for 2019/2020.
 - The updated Standing Orders.
 - An updated LGPS Discretions Policy.
- (b) A van that had been parked dangerously on the junction of Lonnen Road and Middlehill Road had been reported.
- (c) Cars were parking on the grass verges where the bulbs had been planted.

362.19 EXCLUSION OF PRESS AND PUBLIC

It was proposed, seconded and agreed that in view of the nature of the business to be transacted it was 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.

363.19 STAFFING MATTERS

The meeting discussed staffing matters. The Confidential Minute appears as Appendix 1 to these Minutes in the Minute Book.

The Meeting ended at 8.33pm.

CHAIRMAN