

At the Council Meeting of **COLEHILL PARISH COUNCIL** held at via ZOOM on **22<sup>nd</sup> September 2020**, at **7.15pm**.

**PRESENT**

Cllr Emma Urquhart, Chairman

Cllrs Nigel Bridle, Pete Cunningham, Andy Gale, Michael Gibbs,  
Leslie Gibson, KD Johnson, and Roger Warner

**APOLOGIES**

Cllrs Clare Davison, Janet Dover, Charlotte Greening, Stefan Morawiec. It was RESOLVED to accept apologies from all 4 applicants.

Dorset Councillor Maria Roe

**IN ATTENDANCE**

Mrs Z Caddy – Clerk.

1 member of the public.

**512.20 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**513.20 CHAIRMAN'S REMARKS**

Cllr Urquhart explained that we will be starting the Resilience meetings up again that we will be doing a fresh leaflet drop to remind residents that we will be here to support them throughout the winter. She explained that she is meeting with Cllr Shane Bartlett as well as others to discuss how the Citizens Advice Bureau can be supported following the Covid pandemic. There has been theft of wood in Kyrchil Corner, notices will be put up explaining that nobody has an automatic right to take wood from land.

Cllr Pete Cunningham arrived at 7:22pm

**514.20 INSURANCE QUOTES**

Members perused the three quotes obtained for the annual insurance and looked at the other option of the offer of a 3 year deal. It was RESOLVED to purchase the annual insurance cover with Pen Underwriting at a cost of £1,509.02.

**515.20 MEMORIAL HALL**

Cllr Urquhart explained that the memorial Hall have several new members on their Management committee and that the Hall have significant problems with the Covid outbreak and new strict rules to comply with in terms of who can use the Hall and what for. She also explained the position with maintenance and moving forward we ought to be working with the Hall committee more closely. It was therefore RESOLVED to form a Memorial Hall working party who can meet with them, ideally to establish some boundaries on expenses and who pays for what, but also to make suggestions and ideas on ensuring that the fundamentals principle of the existence of the Hall, that Colehill residents have an affordable suitable place to hire is upheld. Members of this working party will be KD Johnson, Leslie Gibson, Emma Urquhart, Nigel Bridle and Pete Cunningham.

**516.20 OLIVERS PARK LANDSCAPING WORK**

It was RESOLVED that the funding for the £14,692.41 should be made up from £10,000 Bloor Homes s.106 money and £4,692.41 from the working budget pot (total of £6,000) for this financial year.

**517.20 DELEGATED DECISIONS**

The following delegated decisions were ratified:

Remove the stile at Oliver's Park play area whilst the park was shut and install a crowd barrier. The play area was repeatedly being accessed whilst shut as the stile was not securable.

Award the work to clear the area of scrubland at Cutlers Place to Dorset Council as the quote was half the price of the other contractor.

Appoint Paul Hanwell & Son to remove the section of snapped and very dangerous tree at Kyrchil corner. They were the contractor that were able to deal it the quickest at a price that the Clerk and Chairman were happy with (£300).

To spend the Covid Resilience grant money (£600) on PPE (which falls under the Local Government Act s.137), two mobile phone SIM cards credit to enable two emergency telephone numbers, printing of leaflets for every household, Zoom software for Resilience meetings and mileage supporting residents during lockdown.

**518.20 INTERNAL AUDITOR**

It was RESOLVED to continue to employ the services of auditor Jane Stacey for a further year.

**519.20 REPRESENTATION AND ROLES VACANT**

It was RESOLVED to appoint the following Councillors into the vacant roles below:

Press Officer – Cllr Leslie Gibson  
Editorial Board – Cllr Leslie Gibson  
Mary Greathed Charity – Cllr Urquhart  
East Dorset Environment Partnership – Cllr Clare Davison

The DAPTC rep and the library reps will be dealt with in the future.

**520.20 ANNUAL COUNCIL MEETING**

It was NOTED that NALC advised Town and Parish Councils earlier in the Pandemic, not to hold an Annual Council Meeting or Annual Parish meeting during 2020 and

that all current Chairman and Vice-Chairman roles would stay the same until May 2021.

**521.20 MINUTES**

The Minutes of the Extraordinary Council Meeting held on 8th September were submitted.

RESOLVED that the Minutes be approved and signed.

**522.20 COMMITTEE REPORTS**

(a) HIGHWAYS PLANS & THE ENVIRONMENT – 8<sup>th</sup> September 2020

The report of the Meeting was submitted.

RESOLVED that the report be approved and adopted.

**523.20 FINANCIAL REGULATIONS RE QUOTES**

It was RESOLVED to amend Financial Regulation point 11.1h to require the provision for three quotes to start at £1,000 rather than £100.

**524.20 NJC PAYSCALE**

It was NOTED and AGREED that the new pay scales as agreed by the National Joint Council (NJC) for 2020-21 to be implemented (backdated) from 1 April 2020 has been published. The Clerk's contract is tied to this salary scale, which is a 2.75% increase across the board and one extra days' holiday with Clerks with under 5 years of service.

**525.20 ACCOUNTS FOR PAYMENT**

RESOLVED that the accounts listed in Appendix 1 to these Minutes in the Minute Book be passed for payment and cheques drawn accordingly.

**526.20 REPORTS**

Members NOTED the following information:

- (a) Cllr Cunningham's report on the Memorial Hall Management Committee meeting on 1<sup>st</sup> September 2020.
- (b) Minutes from the DAPTC Towns and larger Parishes meeting on 28<sup>th</sup> February 2020.

The reports appear as Appendix 2 to these Minutes in the Minute Book.

## **527.20 ITEMS FOR INFORMATION AND FORTHCOMING AGENDA**

Cemetery Committee vacancy.

For information - One of the allotments is being offered to the Guides and Scouts.

Theft of wood from our woodlands, Open Spaces Society could be consulted about the legal position.

The Meeting ended at 8:12 pm.

CHAIRMAN