



## Colehill Parish Council

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

17 Four Wells Road, Colehill, Dorset, BH21 7BA

Telephone: 01202 880049

email: [clerk@colehill.gov.uk](mailto:clerk@colehill.gov.uk)

[www.colehill.gov.uk](http://www.colehill.gov.uk)

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4 December 2019

Dear Member

You are summoned to attend a Meeting of **Colehill Parish Council** which will be held at **Colehill Memorial Hall, Cannon Hill Road, Colehill**, on **Tuesday 10 December 2019** at **7.30pm**.

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.
2. **Declarations of Interest**  
To receive declarations of disclosable pecuniary interests from Members in respect of the following items.
3. **Chairman's Remarks**
4. **Representation on Wimborne Cemetery Joint Management Committee**  
To resolve to appoint another member to represent the Council on the Cemetery Committee.
5. **Dorset Community Transport**  
Finance and General Purposes, at its meeting on 3 December, recommended that Council should support the funding of bus service 88 in 2020/21 at a cost of £5,100.  
  
To consider approving this funding.
6. **Confirmation of the Date for the Annual Meeting**  
To note that the Annual Meeting\* will be held on the 26<sup>th</sup> May.

*\*In an election year the annual meeting must take place on the day when the Councillors take office, or within 14 days thereafter. In any other year it may be held on any day in May.*

The calendar of meetings for May 2020 to April 2021 will be presented to the January Council meeting.

**7. CIL payments**

Cllr Urquhart to report on the CIL payments received and talk through the rules and restrictions on how these can be spent. To discuss whether to spend some of the CIL money received in 2018 on the proposed new bus shelter, as this would fit under the requirements of what CIL can be spent on. (CIL report attached)

**8. Procedure for Presenting Quotes**

To resolve a standard procedure for presenting quotes to Council and Committees.

**9. Changing the name of the Highways and Plans Committee**

To discuss changing the name to Planning & Environmental Committee, the Highways Department have suggested Highways matters could be referred to a Highways working part in line with other Town and Parish Councils, which could meet as and when required and reports matters back.

**10. Neighbourhood Plan update**

To report on the latest update from Wimborne Minster Town Council on their proposals to undertake a joint plan.

**11. Memorial Hall Hire Payment**

Following the Memorial Hall Committee agreeing to give the Council unlimited use of the Committee room for £1,500 per annum, to resolve to apportion that monthly to enable a quarterly payment to be made of £375 for Jan, Feb and March of 2020, when the annual payment can then be made at the start of the new financial year on April 1<sup>st</sup> 2020.

**12. Memorial Hall Update**

Cllr Gibson to report.

**13. VE Weekend Budget**

To resolve to earmark some funds from the reserves to fund the VE celebrations. The Finance & General Purposes committee proposes that £7,000.00 be earmarked for this.

**14. Bus Shelter**

Highways and Plans, at its meeting on 3 December, recommended that a Bus Shelter be purchased under the Parish Council Acts 1957 s1. and to use BC Shelters. They are the company that installed the shelter outside the Pharmacy last year and although it was the second cheapest, only by approx. £200, it was felt that the shelter would match exactly with the Pharmacy one and aesthetically would look far better.

To consider approving this funding.

**15. Virements**

To approve virements for the expenditure incurred in the following budget headings:-

Budget Heading	Budget	Expenditure (projected to year end)	Overspend (so far)
Bank Charges	£0.00	£180	£137.25
Travel Expenses	£300.00	£175	£89.65
Clerk training	£150.00	£540.00	£190.00
Subscriptions	£1,400.00	£1,464.82	£64.82
S.137 payments	£1,150.00	£2,650.00	£1,500.00
Bus shelter	£2,500.00	£3,085.00	£585.00 (not yet spent but upcoming)
Litter Clearance	£550.00	£775.00	£225.00
War Memorial	£800.00	£1,075.00	£275.00

If approved, the following sums will need to be taken from these designated headings:

Budget heading	Projected overspend	Taken from Budget heading	Amount left in the budget
Bank charges	£180.00	Projector and screen	£793.41
Travel expenses	£175.00	Projector and screen	£613.41 (after spend on above item)
Clerk training	£540.00	Projector and screen	£73.41 (after spend on above items)
Subscriptions	£64.82	Projector and screen	£8.59 (after spend on above items)
s.137 payments	£1,500.00	Oliver's Park Maintenance	£8,100.47
Bus shelters	£585.00	Oliver's park maintenance	£6,600.47 (after spend on above item)
Litter clearance	£209.46	Publicity	£972.50
War Memorial	£275.00	Publicity	£763.04 (after spend on above item)

**16. Minutes**

To confirm the Minutes of the Council Meeting held on 5<sup>th</sup> November (copy attached)

**17. Any questions arising from Minutes of 5<sup>th</sup> November**

**18. Committee Minutes**

To receive the minutes of the following Committee:

Highways & Plans Committee	12 November	(copy attached)
Highways & Plans Committee	3 December	(copy to follow)
Finance & General Purposes Committee	3 December	(copy to follow)

**19. Training**

The Clerk to advise on any training sessions that are being held.

**20. Accounts for Payment**

To approve the accounts list.

**21. Reports from Representatives on Outside Bodies**

- To receive the minutes of the WCJMC meeting held on 18<sup>th</sup> November 2019 (copy attached)

*A paper copy will be available at the meeting.*

Information:

- The Clerk will be blocking out the bulk of the time during the following 2 weeks to concentrate on the Cilca course and only emergency emails will be dealt with:-  
December 16-20<sup>th</sup>  
January 6-10<sup>th</sup> 2020