



# Colehill Parish Council

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

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3<sup>rd</sup> March 2020

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 March 2020 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. **Dorset National Park**  
To discuss whether to support the National Parks effort to establish a National Park within Dorset. (Powerpoint presentation by Dorset National Parks already sent)
5. **VE Weekend Update**  
To approve the Terms of Reference for the working party and receive an update from Cllr Urquhart on preparations so far. As well as the notes of meetings held on 22<sup>nd</sup> October 2020, 21<sup>st</sup> January and 25<sup>th</sup> February which are attached.
6. **Risk Assessment Documents**  
In February Members of the Risk Assessment Working Party reviewed the following documents:

Attachments:

1. Insurance
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
  - (e) VE Picnic Risk Assessment
7. Financial Regulations (*available on the Council's website, page The Council, Financial Regulations*).
8. Governance and Accountability for Smaller Authorities in England (*available on the Council's website, page The Council, Financial Regulations*).
9. CCTV Code of Practice (*available on the Council's website, page The Council, CCTV Code of Practice*).
10. Social Media Policy
11. TOR for the Risk assessment Working Party

**Please can Members read these documents prior to the meeting.**

It is a requirement of the External Auditor that Council approves these documents.  
Council also needs to approve the employee dishonesty cover of £150,000.00

7. **Standing Orders**  
To review, amend and adopt the Standing Orders. (available to download on the website)  
Amendments to the public participation element of meetings to be examined. Please be reminded that the items in **bold cannot be changed** as they are legal requirements.
8. **Casual Vacancy**  
To note that Darren Williams has not attended a meeting for 6 consecutive months and now ceases to be a Councillor in accordance with the Local Government Act 1972, s85 (1) and (2). Co-option will be organised, once the current vacancies have been filled.
9. **Climate Emergency working party update**  
To resolve to implement the following items agreed on at the Climate Emergency working party:-  
  
Establishing a Colehill Win on Waste  
  
Councillors signing up to a Climate Charter  
  
Free Tree Offer for residents  
  
Incorporating Environmental elements into the Grant Aid Questionnaire  
  
Promoting Healthy Homes Dorset  
  
Promoting Renewable Heat Incentive
10. **Christmas 2020 and Dog Washing Facilities**  
To examine the request from a resident for Christmas 2020 planning and dog washing facilities and resolve whether to support these suggestions.
11. **Virement**  
To approve a virement for the expenditure likely to incur up to the end of the financial year.  
  
Bank Charges – Overspend so far £5.10. Likely overspend to end of financial year- £40 (estimate)

If approved, the sum of £40 will need to be taken from “Cost of meetings”

**12. Minutes**

To confirm the Minutes of the Council Meeting held on 21<sup>st</sup> January 2020 (copy attached)

**13. Any questions arising from Minutes of 21 January 2020**

**14. Committee Minutes**

To receive the minutes of the following Committee:

Highways Plans & The Environment Committee 4<sup>th</sup> February (copy attached)

Highways Plans & The Environment Committee 25<sup>th</sup> February (copy attached)

Finance & General Purposes Committee 25<sup>th</sup> February (copy attached)

**15. Training**

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

**16. Accounts for Payment**

To approve the accounts list.

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

- To receive the minutes of the WCJMC meeting held on 20 January 2020.
- To receive the minutes of the WCJMC meeting held on 19 February 2020.

*These documents will be emailed prior to the meeting and a paper copy will be available at the meeting.*

**18. Council meeting start time**

To discuss starting Council meetings in the future at 7:15pm.

**19. Items for Information and Matters for Forthcoming Agenda.**