



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

www.colehill.gov.uk

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12th August 2021

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 **Thursday 19th August 2021 at 7.15pm.**

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. Chair's Remarks**
- 4. Governance Documents and Risk Assessments**
To review and resolve to adopt the Risk assessment for the return of face to face meetings.

On 10th August members of the Governance Working Group reviewed the following documents:

Attachments:

- (a) Fixed Assets Register
- (b) Jamie Jigsaw event Risk assessment

To review and resolve to adopt these documents.

Council also needs to approve the employee dishonesty level of cover section of the insurance which is shortly due for renewal. This is currently set at £150,000.

5. Churchmoor Copse and Oliver's Park field

To resolve to have the following works carried out:

Cut and clear existing scrub vegetation from the area next to the Scout hut. All arisings to be removed to contractors approved tip. £595.95 plus VAT

Renovation of the gravel footpath at the top of the field. (Cut out & form an edge to existing gravel path from highway edge to field entrance, construct a timber edged pad at entrance to field beyond timber gate, supply and install terram membrane, supply, install and compact stone surface to form a footpath) £657.70 plus VAT

To cut back and clear all overhanging vegetation along all main footpaths in Churchmoor Copse £536.63 plus VAT

Cut back all encroaching vegetation and Goat Willow and barge back to extend playing field area. £747.05 plus VAT

6. Conservation Day by volunteer work group

Cllr Gibson to propose Council approves a combined volunteer working day with a local firm, Ultra Electronics. Proposal attached.

7. 123 Cutlers Place

To resolve whether to dig out the vegetation encroaching onto the residents drive as requested. The price for this is £730.00 plus VAT (photo's attached)

8. Ratify Decisions

To ratify the following decisions taken whilst meetings were suspended:

To install the piece of fencing at Oliver's Park (broken, dangerous fence which was encouraging fly tipping)– cost £1,100 plus VAT – power to spend to 'manage, control and maintain land'– Open Spaces Act 1906 ss9-10

Purchase 6 rolls of bunting tape for the diamond Jubilee celebrations - £45.00

Purchase seed to plant this autumn in readiness for next summer - £227.70 plus VAT

Clerk to attend Leadership in Action SLCC conference - £75.00 plus VAT

Minster Press - Neighbourhood Plan leaflet print - £309.00 plus VAT

Centenary Sign maintenance £230.00

Fingerpost at Long Lane maintenance £250.00 approx

Hold a small free event for local children in Oliver's park with the entertainer Jamie Jigsaw doing a three hour entertainment set at a cost of £325.00. Spending power – 'power to provide entertainments' – Local Government Act 1972 s145 (1)(a)

Tree removal from Cutlers Place £1,083.33 plus VAT (emergency work) power to spend to 'manage, control and maintain land'– Open Spaces Act 1906 ss9-10

9. Christmas Tree installation cost

To resolve to agree to the installation cost of the Community Christmas Tree - £599.41 plus VAT.

10. Bus Shelter base

To resolve to agree to the installation of a concrete base at the bus shelter at Wimborne Road in the Beaucroft woods – cost £625.92 plus VAT (previous quote from the bus shelter supplier - £1,000)

Spending power – 'power to provide & maintain bus shelters on roads or land adjoining roads in the Council's area' – Local Government Act 1953 s4

11. TOR's for Adoption and LCAS award declaration

To resolve to approve and adopt the Terms of Reference for the Bio-diversity Working Group and Platinum Jubilee Working Group. To also make the required declaration for the LCAS award that as a Council we 'recognise our duties in relation to bio-diversity and

crime and disorder and that all documentation and information is in place for a specified award' (TOR's attached)

12. Memorial Hall

To resolve to purchase some new curtains for the Memorial Hall. Quotes attached. To further resolve to donate £1,000.00 for the community wifi at the Hall.

13. Churchmoor Copse

To resolve to have remedial works carried out to the Oak tree in Churchmoor Copse that has had a limb drop on 10th August. Quotes to follow.

14. Minutes

To confirm the Minutes of the Council Meeting held on 6th May 2021 (copy attached)

15. Any questions arising from Minutes of 6th May 2021

16. Accounts for Payment

To approve the accounts list.

17. Reports from Representatives on Outside Bodies

- Cllr Davies to give an update on the library

18. *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. Bridges Protocol

To resolve to review and adopt the document detailing the Council's procedural response to the Bridges scenario (document attached)

20. Items for Information and Matters for Forthcoming Agenda.