



Colehill Parish Council

Mrs Zoe Caddy, Clerk to the Council

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21st September 2022

Dear Member

You are summoned to attend a Meeting of **Colehill Parish Council** which will be held at **Colehill Village Hall, Cannon Hill Road, Colehill** on **Tuesday 27th September 2022** at **7.15pm**.

Yours faithfully



Clerk

A G E N D A

HM Queen Elizabeth II

Prior to commencement of the meeting a one minute silence will be observed to pay respects to H M Queen Elizabeth II following her death on 8th September 2022

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. **Public Participation Session**
Members of the public will have an opportunity to raise questions and make representations.
4. **Chair's Remarks**
5. **Face to Face Risk Assessments**
To resolve to remove the need for face to face risk assessments for meetings.
6. **Minutes**
To confirm the Minutes of the Council Meeting held on 12th July 2022 (copy [here](#))
7. **Any questions arising from Minutes of 12th July 2022**
8. **Planning Applications**
To consider and comment upon the Planning Applications listed below **AND** any application listed on the Council's planning webpage where the commenting period is still

open and discussion is requested by any councillor or by any Colehill resident attending the meeting.

PA NO	DEVELOPMENT PROPOSED
P/FUL/2022/05316	58 Lonnen Road, Colehill, Dorset, BH21 7AX Proposal: Demolish existing house and erect two detached dwellings (revised scheme)

9. Cllr Resignation

To note that Cllr Bradbury has resigned citing work commitments. The elections team have been informed and relevant notices have been displayed on 20th September 2022.

10. Dispensation

To consider agreeing to grant a dispensation for non-attendance at meetings for Councillor Janet Dover - that (i) for the purpose of section 85 (i) of the local Government Act 1972, due to ill health Councillor Janet Dover's absence from meetings be approved; and (ii) this such approval lasts until the end of the municipal year 2022/2023. It should be noted that Cllr Dover has attended on-site meetings of the Oliver's Park Working Party but has been unable to attend evening Council meetings recently.

11. DAPTC AGM Resolutions

DAPTC has invited Parish and Town Councils to submit resolutions to be discussed at the AGM on 19th November 2022. Suggested resolutions need to be forwarded to DAPTC by 30th September.

To consider whether the Council wishes to submit any resolutions.

12. Chairman's Reception

To discuss and resolve whether to have a Chairman's Reception this year.

13. Bank Accounts

To resolve to open a 95 day savings account with Cambridge & Counties Bank, to transfer £85,000 and close the NS&I account.

14. Bench re-varnish

To resolve to have the benches which require it, re-varnished. Quotes have been sought and any submitted will be anonymized and then examined.

15. Delegated Decisions

To ratify the following decisions taken between meetings under delegated powers:

- To have the website reviewed in terms of the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018 - £360+VAT
- To employ Timbers Tree Care to remove a dangerous storm damaged Oak tree dangling limb at Merrifield Corner – £280+VAT

16. Governance Documents

To review and resolve to adopt the following documents:

Asset Register

Crime and Disorder Policy (no changes proposed) [here](#)

Expenses Policy (no changes proposed) [here](#)

Expenses Claim Form

Disciplinary, Grievance, Sickness and Equal Opportunities Policies

Health & Safety Policy (replacing the Health, Safety & Welfare employment Policy)

To further note that the Complaints policy has been amended to reflect the change in Chair.

- 17. Job Evaluation Working Party to examine the Clerks Job/Salary Spinal Point**
To resolve to form a working party and agree the Terms of Reference and membership. The Group will re-evaluate the role of the Clerk to determine whether the role is linked to the most appropriate salary band/salary point, or whether any adjustments are recommended.
- The Group shall only be open to councillors and not to members of the public, due to sensitive salary related matters that may need to be considered. It is recommended that members of this working party have recent HR experience, have worked closely with the post-holder (either current or previous) and/or is up to speed on current and recent movements locally in the professional sector.
- 18. Dorset Deserves Better**
To resolve to support the Dorset Deserves Better campaign.
- 19. Oliver's Park**
To resolve a specification for new path and benches at Oliver's Park (draft attached)
- 20. Storage**
To resolve to enter into a storage contract for achieved historic accounts.
- 21. Committee Minutes**
To receive the minutes of the following Committee:
Highways Plans & The Environment Committee 12th July 2022 (copy [here](#))
Highways Plans & The Environment Committee 16th August 2022 (copy [here](#))
Finance & General Purposes Committee 16th August 2022(copy [here](#))
- 22. Training**
Members are reminded to review DAPTC training page and notify the Clerk on any training they are interested in attending.
- 23. Accounts for Payment**
To approve the accounts list.
- 24. Reports from Representatives on Outside Bodies**
 - To receive the minutes of the Village Hall meeting held on 25 July 2022.
- 25. 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 information which could prejudice the Council's position and they therefore be excluded from the meeting in accordance with Section 1(2) Public Bodies (Admission to Meetings) Act 1960.
- 26. Insurance Claim**
The Clerk to provide members with a verbal update in connection with an insurance claim and the opportunity for members to ask questions.
- 27. Items for Information and Matters for Forthcoming Agenda.**