



Colehill Parish Council

Mrs Zoe Caddy, Clerk to the Council

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24th September 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 30th September 2021 at 7.15pm.**

Yours faithfully

Zoe Caddy

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. Risk Assessment**
To review and resolve to adopt the Risk assessment for the return of face to face meetings. (previously sent)
- 4. Co-option Interviews**

To meet with the applicant(s) who have applied for co-option and for members to ask them questions on their applications (application form(s) to follow)

5. Co-options

To resolve to co-opt the applicant with the majority vote into the position available.

6. Chair's Remarks

7. Community Governance Review

To resolve which (if any) of the three proposals recommended by the Community Governance Review working party should be submitted to Dorset Council. The three proposals will be voted on separately. (Recommendations attached)

8. Audit of Accounts

Year End 31 March 2021

The audit was completed on 28 July 2021 by PKF Littlejohn LLP. There were no issues arising. To approve the Annual Return. (attached)

The Notice of conclusion of audit has been on display since then and will stay on display until 14 October in the noticeboard, and online for a minimum of 5 years.

9. Internal Auditor

It is a requirement of the External Auditor that Council and agrees to the continued employment of the qualified internal auditor for a further year.

10. Insurance quotes

To look through the Council's insurance renewal quotes and to resolve which one to proceed with. (quotes previously sent)

11. Risk Assessments

To review and resolve to adopt the Risk assessment for the Oliver's Playground and Council Woodland. (attached)

12. Minutes

To confirm the Minutes of the Council Meeting held on 19th August 2021 (copy attached)

- 13. Any questions arising from Minutes of 19th August 2021**
- 14. Committee Minutes**
To receive the minutes of the following Committee:
Finance & General Purposes Committee 31st August 2021 (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. Bank Account Reconciliations**
To confirm the bank accounts have been reconciled and no errors have been found.
- 18. Code of Conduct adoption**
To resolve to adopt the new Code of Conduct (attached)
- 19. 123 Cutlers Place**
To discuss and resolve what to do about the hedge next to the residential property in terms of removal, cutting back, leaving or replacing with an alternative. This was discussed and a resolution passed last month but since then the situation has changed and more than 5 Councillors have put in writing to the Clerk that this should be discussed and voted on again.
- 20. Memorial Hall Tree works**
To resolve to carry out the recommended tree works at the Memorial Hall in accordance with the inspection report and which contractor to appoint to undertake this work, once planning permission has been granted. (report attached, quotes to follow)
- 21. Items for Information and Matters for Forthcoming Agenda.**