



# Colehill Parish Council

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

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2<sup>nd</sup> March 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 8th March 2022** at **7.15pm**.

Yours faithfully



Clerk

## **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. **Covid Risk Assessment**  
To review and adopt the latest version of the Covid Risk Assessment for face to face meetings.
4. **Public Participation**  
Members of the public will have an opportunity to raise questions.
5. **Co-option Interviews**  
To meet with applicants who have applied for co-option and for members to ask them questions on their application.
6. **Co-options**  
To resolve to co-opt suitable applicants into the positions available.
7. **Decisions taken**  
To ratify the decisions taken under delegated powers since the last meeting of the Council:
  - To have the path into Oliver's Park field refurbished at a higher cost (£2,509.41) than originally quoted and agreed by Council previously (657.70) due to the grounds team discovering once on site it was a far bigger job than originally quoted). The additional £1,851.71 (plus VAT which is recoverable) was agreed by the Clerk in consultation with members via email under delegated powers and was

urgent due to it being a severe slip hazard and therefore health and safety necessity.

- Installation of rubber grass mats at the gate into the play area at Oliver's Park – this was overlooked when the new fence was installed, cost £345.60 (plus VAT which is recoverable)
- Purchases in connection with the Queens Platinum Jubilee celebratory weekend including contents for 'party packs' for streets where street party will take place as well as our own events. Anything not used will be carried over for a further event £400.31 (plus VAT which is recoverable)
- Rotten wooden kickboards in the Oliver's Park play area replaced with recycled plastic kickboards. Cost £1,571.73. (plus VAT which is recoverable) Members were all consulted via email detailing different quotes and work was carried out in advance of a formal meeting under delegated powers as these had been highlighted on recent Safety Inspection as unsafe/posed a risk to public safety.

## **8. Governance Documents**

To review and to resolve to adopt the following:

- (a) Effectiveness of Internal Audit
- (b) Risk Register has just 2 changes, with the name of the Village Hall, and amending the Covid words.
- (c) Governance and Accountability for Smaller Authorities in England 2021 version of the JPAG Practitioner Guide.

To note and resolve that the following documents have been emailed to all members of the Governance Working Party for review and no changes identified unless anything is proposed at the meeting:

- Financial Regulations
- Complaints Policy
- Model Publication Scheme
- Acceptable Usage Policy
- The Grant Aid application form and instructions (as held on our web site)

To also resolve to withdraw the Virtual Meeting Policy, given the Government regulations have now expired.

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

Any recommended changes will be shown in red.

It is a requirement of the External Auditor that Council approves these documents.

## **9. Platinum Jubilee**

To resolve the following arrangements as recommended by the Platinum Jubilee Working Party:

The schedule of events in the outline plan for Jubilee weekend together with costs detailed below:

- Whether to book a children's entertainer for one (morning) or two (morning and afternoon) sessions – costs £375.00 or £650.00
- Whether to book 'Souled Out' at a cost of £900.00 for the Saturday night party

## **10. Meeting Costs**

To resolve to spend £1,000 for unlimited use of the Committee Room at the Village Hall for the financial year 2022/2023

## **11. Neighbourhood Plan**

To resolve/ratify the decision to suspend activity on the Neighbourhood Plan given that we've not been able to make any progress over the last 6 months due to Covid, and we now have a backlog of other projects to progress. The position will be reviewed again at the end of the year.

**12. Scattering of Ashes**

To consider and resolve a request for ashes to be scattered in Churchmoor Copse /Oliver's Park.

**13. Minutes**

To confirm the Minutes of the Council Meeting held on 13<sup>th</sup> December 2021 (copy online)

**14. Any questions arising from Minutes of 13<sup>th</sup> December 2021.**

**15. Committee Minutes**

To receive the minutes of the following Committee:  
Highways Plans & The Environment Committee 22<sup>nd</sup> February (copy to follow)

**16. Accounts for Payment**

To approve the accounts list.

**17. Planning Applications**

To consider and comment upon the Planning Applications listed below **AND any application which may be/is received by the Clerk between the issuing of this agenda and the meeting:**

PA NO	DEVELOPMENT PROPOSED
P/FUL/2022/01120	<a href="#">Wilksworth Farm Caravan Park</a>
16 <sup>th</sup> March	The provision of 33 holiday lodges to replace the existing 60 touring caravan pitches.
P/HOU/2022/01296	<a href="#">Rose Marie, Marianne Road</a>
22 <sup>nd</sup> March	Proposed demolition of existing flat roof extensions and single storey garage. Creation of new single storey extensions, part pitched, part flat roof, and internal alterations, including replacement windows and rendering of existing dwelling.

**18. Churchmoor Copse and Oliver's Park Tree Works**

To resolve which contractor from the 4 quotes received to appoint to carry out the tree works in the latest inspection report. Planning/TPO permission has been granted/obtained by the Clerk.

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

- To receive a report from Cllr Bridle on the meeting with Reef management.

**20. Chair's Remarks**

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