



## Colehill Parish Council

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

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19 August 2020

Dear Member

You are summoned to attend a Meeting of **Colehill Parish Council** which will be held via Zoom, (login details can be obtained from the Clerk) on **Tuesday 25<sup>th</sup> August 2020 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. **Chairman's Remarks**
4. **Audit of Accounts – Year End 31 March 2020**  
To review information from the external audit, note that the audit was completed at the start of August by PKF Littlejohn LLP and that there were no issues arising. (copy already sent)
5. **Benches**  
To review the bench audit carried out by Cllr Gale and decide how to proceed in terms of a schedule of refurbishment. To then analyse the quotes for the refurbishment and to resolve who to appoint these works to. (audit, quotes and evaluation matrix to follow)
6. **Phone box removal**  
To formulate a response to the proposed removal of telephone equipment in the red box at Dales Drive next to One Stop. (Details previously sent)
7. **Minutes**  
To confirm the Minutes of the Council Meeting held on 20<sup>th</sup> August 2020 (copy to follow)

8. **Any questions arising from Minutes of 20<sup>th</sup> August 2020**
9. **Colehill Resilience**  
To review and note the work carried out by the Colehill Resilience working party. (Event log attached).
10. **Training**  
DAPTC have launched some planning training sessions via Zoom as well as sessions in January 2021 to help with a Neighbourhood plan, all details are listed on their website and members are encouraged to go to DAPTC website and look under the training tab. The direct link is here [http://www.dorset-aptc.gov.uk/Training\\_and\\_Events\\_26621.aspx](http://www.dorset-aptc.gov.uk/Training_and_Events_26621.aspx). If any members would like to attend, the cost is £39 per delegate per session. To resolve whether to utilize this training.
11. **Accounts for Payment**  
To approve the accounts list.
12. **Accounts**  
To receive the accounts for the period 1 April 2020 to 18 August 2020 (copy herewith).
13. **Bank Account Reconciliations**  
To sign the bank reconciliations.
14. **Oak Tree**  
To discuss a residents request to plant an Oak tree in memory of his sister somewhere on Parish Council land. (request attached)
15. **Memorial Hall Pump**  
To discuss the request by Colehill Memorial Hall management committee for the Council pay for the pump which they had replaced at the start of the year. (invoice to follow)
16. **Memorial Hall Terms and Conditions**  
As a result of the Memorial Halls risk assessment, they are asking all hirers to sign revised Terms and Conditions. To resolve to sign these, so that when Central Government and NALC advise returning to face to face meetings we are able to continue to use the committee room. (document attached)
17. **Reports from Representatives on Outside Bodies**
  - To receive the minutes of the DAPTC Eastern area meeting held on 16<sup>th</sup> June 2020. (attached)
18. **Items for Information and Matters for Forthcoming Agenda.**
19. **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.*
20. **Bridges Protocol**  
To resolve to review and adopt the document detailing the Council's procedural response to the Bridges scenario.(document to follow)