

At the Council Meeting of **COLEHILL PARISH COUNCIL** held at COLEHILL MEMORIAL/ VILLAGE HALL on **13<sup>TH</sup> December 2021**, at **7.15pm**.

PRESENT

Cllr Emma Urquhart, Chair

Cllrs Liz Bradbury, Clare Davison, Andy Gale, Michael Gibbs, Leslie Gibson, KD Johnson, Mark Kenniston and Andy Todd

APOLOGIES

Cllrs Nigel Bridle, Janet Dover – it was RESOLVED to accept the apologies from both Councillors.

Dorset Councillor Maria Roe

IN ATTENDANCE

Mrs Z Caddy – Clerk.

**141.21 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**142.21 CHAIR'S REMARKS**

It's been an incredibly difficult year and hopefully next year will be better.

**143.21 MINUTES**

The Minutes of the Council Meeting held on 15<sup>th</sup> November were submitted.

RESOLVED that the Minutes be approved and signed.

**144.21 MATTERS ARISING ON THE MINUTES**

Cllr Andy Todd's name is missing. Typo in the spelling of 'correspondence'.

**145.21 STANDING ORDERS**

The Standing Orders were ADOPTED and a copy appears as Appendix 1 to these Minutes in the Minute Book.

**146.21 DATA BREACH POLICY**

It was RESOLVED to adopt the Data Breach Policy a copy of which appears as Appendix 2 to these Minutes in the Minute Book.

**147.21 DORSET COMMUNITY TRANSPORT**

It was RESOLVED to continue to fund the bus service 88 for the coming financial year and that £8,000 will be made available for the Dorset Community Transport towards this service. They will be asked to include Furzehill by April 2023.

**148.21 OFFICE EXPENSES (CLERK HOME WORKING ALLOWANCE)**

It was RESOLVED to allow £45 per month to the Clerk for office expenses and that this will go up annually in line with CPI. This covers utilities (electricity, water, wear and tear) and use of a room for storage of the files etc.

**149.21 BUDGET AND PRECEPT 2022/23**

Dorset Council had advised that the Tax Base for 2022/23 was 3099.9

The Members considered the receipts and payments for 2020/21, the estimated balances for 2021/22, the budget for 2021/22 and the earmarked reserves for 2021/22.

Cllr Gibson proposed a Parish Council Tax Levy of £125,534.19, seconded by Cllr Urquhart. With a budget of £174,513.78 and a predicted income of £148,303.60, this would mean that £26,210.18 would need to be drawn down from reserves.

RESOLVED that:

- (a) the budget for 2022/23 of £174,513.78 and the earmarked reserves be approved - a copy of which appears as Appendix 3 to these Minutes in the Minute Book
- (b) a precept of £125,534.19 be levied on Dorset Council. This gave an equivalent Parish Council Tax Levy of £40.50, a 2.53% increase on that for 2021/22 (£39.50);

*Background Papers: CPC Budget File.*

**150.21 CONFIRMATION OF ANNUAL MEETING DATE AND CALENDAR OF MEETINGS FOR 2022/2023**

It was NOTED that the Annual Meeting will be held on 24<sup>th</sup> May 2022 and the calendar of meetings (a copy of which appears as Appendix 4 to these Minutes in the Minute Book) was ADOPTED.

**151.21 TREES**

It was RESOLVED to purchase and plant 7 trees costing £900.30 which will come from the Chairman's allowance. This is in celebration of HRH The Queen and her Platinum Jubilee next year – each tree representing a decade of her reign. This project ties with her desired project – The Queens Green Canopy. The residents that back onto the field will be informed that the ornamental trees will be planted.

**152.21 VACANCY**

It was NOTED that there is a vacancy due to a members disqualification under Section 85(1) of the Local Government Act 1972 (non-attendance at a meeting for 6 months). Electoral Services have been informed.

**153.21 DELEGATED DECISIONS**

The following decisions taken under delegated powers were ratified:  
Emergency drain work at the Memorial/Village Hall (347.50 plus VAT)  
Emergency tree works (£540.00 plus VAT)

**154.21 AUDIT LETTER**

The content of the letter from the internal Auditor was NOTED, a copy of which appears as Appendix 5 to these Minutes in the Minute Book

**155.21 MEMORIAL/VILLAGE HALL INSPECTION**

The contents of the inspection report a copy of which appears as Appendix 6 to these Minutes in the Minute Book was ADOPTED

**156.21 CODE OF CONDUCT COMPLAINTS**

It was NOTED that Code of Conduct complaints have been made against two members but that on investigation by Dorset Council's Monitoring Officer and also an independent investigator there was found to have been no grounds for complaint and no apologies required by either member to the complainant.

**157.21 SILENT SOLDIER**

It was RESOLVED to put Tommy back where he sat previously.

**158.21 OLIVERS PARK MAINTENANCE**

It was RESOLVED to ask for quotes for the following maintenance for the field and play area detailed below and also to slit the field again next year, and have the hole in front of the goal filled.

- Central grass area to include football pitch to be cut no less than 6 times a year (grass to be cut at approximately 75mm) depending on weather conditions all arisings cut and fly. (May through to October)
- Boundary of main open space to be left long (this area to be marked out prior to start of maintenance) and uncut until September where a cut and collect and removal of arisings will take place.
- On each of the 6 visits strim around play area fence line benches signs etc.
- On each of the 6 visits litter pick the whole area prior to grass cut check area for broken glass and glass bottles general rubbish be for mowing. All litter removed from site.
- on each of the 6 visits cut back tidy any overgrown vegetation keep pathways clear entrances tidy remove any large weeds from shrub beds, tidy any small windblown branches.
- Report back to Colehill Parish Council if any issues are found after visiting site.

Rough outline for grounds maintenance Oliver's Park play area

- Play area to be cut no less than 8 times per year (grass to be cut approximately 50mm) through growing season (May through to October)
- on each of the 8 visits litter pick whole of play area. All rubbish to be removed from site.
- On each of the 8 visits strim around the fence line benches play equipment etc.
- On each of the 8 visits re-raking of the play mulch to ensure even level is kept.
- Report back to Colehill Parish Council if any issues are found after visiting site

**159.21 CHRISTMAS PARTY RISK ASSESSMENT DOCUMENTS**

Members reviewed and AGREED the risk assessment for the upcoming Christmas party, a copy of which appears as Appendix 7 to these Minutes in the Minute Book

**160.21 PLANNING APPLICATIONS**

The following applications were submitted and comments were recorded as follows:

<b>PA NO</b>	<b>DEVELOPMENT PROPOSED</b>
3/21/1830/HOU	<p><u>Nursery Cottage, Furzehill</u></p> <p>Erect single storey rear extension, formation of new dormer window and conversion of existing garage. Case Officer: To be allocated, please check the website for an update.</p> <p>OBJECT- Inappropriately large overdevelopment in greenbelt. We are also concerned about the possible environmental impact on the neighbouring Furzehill Copse (owned by the Woodland Trust).</p>
P/VOC/2021/04942	<p><u>4 Hayes Lane</u></p> <p>Erection of 2 chalet bungalows at the rear of the site with associated access and parking (with variation of condition 1 of planning permission 3/21/0255/FUL - to allow for the addition of side dormer windows to each dwelling)</p> <p>NO COMMENT</p>
<p>P/HOU/2021/04662</p> <p>17<sup>th</sup> December 2021</p>	<p><u>17 Sandy Lane</u></p> <p>Single storey rear extension, roof extension and front dormer Case Officer: To be allocated, please check the website for an update.</p> <p>NO OBJECTION</p>
3/21/1710/FUL	<p><u>6 Cobbs Road</u></p> <p>Erect new dwelling, detached car port with storage area and an outbuilding in the rear garden (home office and workshop). Formation of vehicular access to the site.</p> <p>OBJECTION We note and support the views of the National Trust and others. It would be a shame to lose the historical features and vernacular character to replace with an unsympathetic modern building. We suggest that a more sensitive development is considered. We have No objection to demolition of the outbuildings and to improve the vehicular access.</p>
P/HOU/2021/04765	<p><u>191 Cutlers Place</u></p>

	<p>Raise the height of pitched roof by 1m, convert flat roof to pitched roof. Erect front porch. Conversion of existing loft and garage to living accommodation.</p> <p>OBJECTION – out of keeping with the nature of the other buildings in this Close – setting a precedent by increasing the roof height.</p>
P/HOU/2021/04101	<p><u>68 Hayes Lane</u></p> <p>1st floor rear extension, replace existing conservatory with single storey extension</p> <p>no objection</p>
P/HOU/2021/05293	<p><u>58 Foxcroft Drive</u></p> <p>Erect single storey side extension for the garage &amp; utility area.</p> <p>No objection</p>

It was RESOLVED to suspend the Standing Orders to enable the meeting to continue longer than the 2 hour limit.

**161.21 COMMITTEE REPORTS**

- (a) HIGHWAYS PLANS & THE ENVIRONMENT – 23<sup>rd</sup> November 2021  
The report of the Meeting was submitted.

RESOLVED that the report be approved and adopted.

- (b) FINANCE AND GENERAL PURPOSES – 23<sup>rd</sup> November 2021  
The report of the Meeting was submitted.

RESOLVED that the report be approved and adopted.

**163.21 VIREMENT**

It was RESOLVED that a virement for the expenditure of £500 incurred in Local Organisations be taken from s.137 Donations budget heading.

**164.21 ACCOUNTS FOR PAYMENT**

RESOLVED that the accounts listed in Appendix 8 to these Minutes in the Minute Book be passed for payment and cheques drawn accordingly.

**165.21 ITEMS FOR INFORMATION AND MATTERS FOR FORTHCOMING AGENDA**

Litter picking stations around the village.  
Dorset Councillors will be asked to give an update report.

The Meeting ended at 9.21 pm.

CHAIR