

West Hill Parish Council

Clerk to the Council: Anne Oliver,
Tel: 01404 232 100 / 07413 932406
Email: clerk@westhillparishcouncil.gov.uk

To Members of West Hill Parish Council

26th Jun 2019

You are duly summoned to attend the next meeting of West Hill Parish Council to be held at 7.30pm on Tuesday 2nd July 2019 at West Hill Village Hall.

Anne Oliver, Clerk to the Council

AGENDA

Item (a)	Discussion and decisions (b)
19/192	Welcome and Chairman's announcements
19/193	Apologies. To receive apologies and approve reasons for absence.
19/194	Public question time (3 minutes) From 7.30pm residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for further consideration at the discretion of the Chairman, before the start of the Parish Council meeting. Members of the public may not take part in the Parish Council meeting itself.
19/195	To receive the monthly crime stats for information
19/196	District and County Councillors' reports for information (items raised for decision will appear on the agenda for the next meeting).
19/197	Declarations of Interest a. Register of Interests: Councillors are reminded of the need to update their register of interests. b. To declare any personal interests in items on the agenda and their nature. c. To declare any disclosable pecuniary interests in items on the agenda and their nature (Councillors with DPIs must leave the room for the relevant items).
19/198	Minutes 1. To approve the minutes of the Parish Council meeting on 2 nd June 2019, previously circulated
19/199	To consider the request from teenage residents for facilities in the village and how the Council can assist.
19/200	To consider facilitating the publication of an updated West Hill Village Map and House Name Index <ul style="list-style-type: none"> • The current printed version is c2011. McColls continue to get requests for copies • The latest on-line version and house name index is September 2018
19/201	Planning applications received 19/0920/FUL Copperhayes, West Hill Road Applicant Mr Henry Siburn Construction of first floor extension and balcony

	<p>19/0069/FUL Arborfield, West Hill Road: Applicant Mr Sullivan Construction of detached dwelling and driveway and demolition of existing garages.</p> <p>19/1203/FUL Rosemorran, West Hill (B3180) Applicant Mr & Mrs Bint Construction of detached garage/store</p> <p>19/1361/FUL Pinecroft, Hawkins Lane Applicant Mr & Mrs Charles Construction of single storey side/rear extension</p> <p>19/1270/TRE Broad Oak Plantation: Applicant Tilhill Forestry Tree Tag 3435. 4 Mature common Beech, Fagus Sylvatica, Ganoderma decay fungi bracket on stem base. Indicates white rot decay. Basal Heartwood, signs of ustulina, rotten and hollow at base, 1 stem recommended to be removed due to the condition of the tree and the location between a footpath and a house. Felling to be done by climbing and dismantling due to location and a BT cable. No replacement planting required as no gap will be created in the canopy and Beech will naturally coppice.</p>
19/202	<p>Planning decisions received for information (*denotes WHPC differed)</p> <p>19/0776/VAR The Old Vicarage Bendarroch Road - Approved 19/0721/TRE 7 Heather Grange - Decided 19/0719/TRE 25 Eastfield - Decided 19/0792/TRE 14 Warren Park - Refused</p>
19/203	<p>Planning Appeal decisions received for information (*denotes WHPC differed)</p> <p>APP/U1105/W/18/3218802: WI Hall and adjacent land at West Hill Road – Appeal dismissed</p>
19/204	<p>TPO notifications- for information</p> <p>19/0010/TPO The Gable, West Hill Road - confirmed 19/0022/TPO Longmead and Timbercroft, Lower Broad Oak Road – not confirmed 18/0130/TPO Land at Ashley brake - confirmed</p>

Open Spaces Working Group

19/205	<p>To receive a report from the Open Spaces Working Group</p> <ol style="list-style-type: none"> 1. Playpark 2. Broad Oak Plantation 3. Lengthsman 4. Footpaths 5. Bus Shelter 6. West Hill Open Spaces
19/206	<p>To seek approval to renew the annual RoSPA inspection of the Playpark.</p>
19/207	<p>To receive an update on the meeting with East Devon Council Tree Offices and discuss next steps</p>

Finance Working Group – no matters to report

People and Policy Working Group

19/208	<p>To receive a report from the People and Policy Working Group</p>
19/209	<p>To review and agree a draft Website and Social Media Policy.</p>

19/210	<p>To review and agree</p> <ol style="list-style-type: none"> 1. Proposed new policies and procedures to be developed during 2019/20: Transparency Code, Health and Safety, Complaints Procedure 2. Proposed Policy review schedule
19/211	<p>To receive an update from the Community Resilience Conference and discuss possible next steps including a Village Emergency Plan.</p>

Other Matters

19/212	<p>To receive feedback on the Council's stall at the Village Fete and the recent St Michael's Craft and Flower Festival and to consider a future annual event for West Hill (in addition to the Fete).</p>
19/213	<p>To receive an update on the Rural Futures Conference and discuss next steps.</p>
19/214	<p>To receive an update on the Traffic Study meeting with the Traffic Consultants and the next stage of work.</p>
19/215	<p>To receive an update on the proposed changes to the Devon and Somerset Fire Service and the 12 week consultation period which begins on 1-July.</p>
19/216	<p>To receive an update on West Hill Air Ambulance Landing Site following the installation of the lighting column</p> <ol style="list-style-type: none"> 1. Request for additional fencing and hedging 2. Memorandum of Understanding 3. Installation invoice 4. Devon Air Ambulance Trust Grant 5. Annual electrical and maintenance check
19/217	<p>Updates on actions and matters arising from the last meeting (action tracker)</p> <ol style="list-style-type: none"> 1. Broadband (QT) 2. Renewal of software licence (Clerk)
19/218	<p>Finance and invoice tracker</p> <p>Invoices received – for approval:</p> <ol style="list-style-type: none"> 1. Clerk Anne Oliver claim for expenses 2. Clerk Anne Oliver – reimbursement for landing site hedging 3. L Godfrey – Post and rail fence at WH landing site <ol style="list-style-type: none"> a. DAAT have agreed to fund the labour element of invoice 4. MAT Electrics – DAAT landing site lighting column and installation. <ol style="list-style-type: none"> a. DAAT have agreed to fund the labour element of invoice 5. DALC membership 6. S. Radcliffe Playpark Gardening (Apr) 7. Clerk Anne Oliver – Amazon gift card for Fete <p>Paid invoices – for information:</p> <ol style="list-style-type: none"> a. West Hill Village Hall – room bookings (May) b. Wall Art - Treasure Map for Village Fete c. Abalone Graphics – name badge Margaret Piper d. EDDC – Dog bin/litter emptying – annual service charge <p>To receive the bank reconciliation for May & June – for information</p>

19/219	Councillors questions, reports and items for future agenda Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. <i>Councillors are respectfully reminded that this is not an opportunity for debate or decision making.</i>
19/220	Next meeting To confirm the date of the next meeting which is scheduled for Tuesday 6 th Aug 2019

Signed: *Anne Oliver*, Clerk to the Council

26th June 2019

West Hill Parish Council

Clerk to the Council: Anne Oliver,
Tel: 01404 232 100 / 07413 932406
Email: clerk@westhillparishcouncil.gov.uk

To Members of West Hill Parish Council

26th Jun 2019

You are duly summoned to attend the next meeting of West Hill Parish Council to be held at 7.30pm on Tuesday 2nd July 2019 at West Hill Village Hall.

Anne Oliver, Clerk to the Council

AGENDA

Item (a)	Discussion and decisions (b)
19/192	Welcome and Chairman's announcements
19/193	Apologies. To receive apologies and approve reasons for absence.
19/194	Public question time (3 minutes) From 7.30pm residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for further consideration at the discretion of the Chairman, before the start of the Parish Council meeting. Members of the public may not take part in the Parish Council meeting itself.
19/195	To receive the monthly crime stats for information
19/196	District and County Councillors' reports for information (items raised for decision will appear on the agenda for the next meeting).
19/197	Declarations of Interest a. Register of Interests: Councillors are reminded of the need to update their register of interests. b. To declare any personal interests in items on the agenda and their nature. c. To declare any disclosable pecuniary interests in items on the agenda and their nature (Councillors with DPIs must leave the room for the relevant items).
19/198	Minutes 1. To approve the minutes of the Parish Council meeting on 2 nd June 2019, previously circulated
19/199	To consider the request from teenage residents for facilities in the village and how the Council can assist.
19/200	To consider facilitating the publication of an updated West Hill Village Map and House Name Index <ul style="list-style-type: none"> • The current printed version is c2011. McColls continue to get requests for copies • The latest on-line version and house name index is September 2018
19/201	Planning applications received 19/0920/FUL Copperhayes, West Hill Road Applicant Mr Henry Siburn Construction of first floor extension and balcony

	<p>19/0069/FUL Arborfield, West Hill Road: Applicant Mr Sullivan Construction of detached dwelling and driveway and demolition of existing garages.</p> <p>19/1203/FUL Rosemorrان, West Hill (B3180) Applicant Mr & Mrs Bint Construction of detached garage/store</p> <p>19/1361/FUL Pinecroft, Hawkins Lane Applicant Mr & Mrs Charles Construction of single storey side/rear extension</p> <p>19/1270/TRE Broad Oak Plantation: Applicant Tilhill Forestry Tree Tag 3435. 4 Mature common Beech, Fagus Sylvatica, Ganoderma decay fungi bracket on stem base. Indicates white rot decay. Basal Heartwood, signs of ustulina, rotten and hollow at base, 1 stem recommended to be removed due to the condition of the tree and the location between a footpath and a house. Felling to be done by climbing and dismantling due to location and a BT cable. No replacement planting required as no gap will be created in the canopy and Beech will naturally coppice.</p>
19/202	<p>Planning decisions received for information (*denotes WHPC differed)</p> <p>19/0776/VAR The Old Vicarage Bendarroch Road - Approved 19/0721/TRE 7 Heather Grange - Decided 19/0719/TRE 25 Eastfield - Decided 19/0792/TRE 14 Warren Park - Refused</p>
19/203	<p>Planning Appeal decisions received for information (*denotes WHPC differed)</p> <p>APP/U1105/W/18/3218802: WI Hall and adjacent land at West Hill Road – Appeal dismissed</p>
19/204	<p>TPO notifications- for information</p> <p>19/0010/TPO The Gable, West Hill Road - confirmed 19/0022/TPO Longmead and Timbercroft, Lower Broad Oak Road – not confirmed 18/0130/TPO Land at Ashley brake - confirmed</p>

Open Spaces Working Group

19/205	<p>To receive a report from the Open Spaces Working Group</p> <ol style="list-style-type: none"> 1. Playpark 2. Broad Oak Plantation 3. Lengthsman 4. Footpaths 5. Bus Shelter 6. West Hill Open Spaces
19/206	<p>To seek approval to renew the annual RoSPA inspection of the Playpark.</p>
19/207	<p>To receive an update on the meeting with East Devon Council Tree Offices and discuss next steps</p>

Finance Working Group – no matters to report

People and Policy Working Group

19/208	<p>To receive a report from the People and Policy Working Group</p>
19/209	<p>To review and agree a draft Website and Social Media Policy.</p>

19/210	<p>To review and agree</p> <ol style="list-style-type: none"> 1. Proposed new policies and procedures to be developed during 2019/20: Transparency Code, Health and Safety, Complaints Procedure 2. Proposed Policy review schedule
19/211	<p>To receive an update from the Community Resilience Conference and discuss possible next steps including a Village Emergency Plan.</p>

Other Matters

19/212	<p>To receive feedback on the Council's stall at the Village Fete and the recent St Michael's Craft and Flower Festival and to consider a future annual event for West Hill (in addition to the Fete).</p>
19/213	<p>To receive an update on the Rural Futures Conference and discuss next steps.</p>
19/214	<p>To receive an update on the Traffic Study meeting with the Traffic Consultants and the next stage of work.</p>
19/215	<p>To receive an update on the proposed changes to the Devon and Somerset Fire Service and the 12 week consultation period which begins on 1-July.</p>
19/216	<p>To receive an update on West Hill Air Ambulance Landing Site following the installation of the lighting column</p> <ol style="list-style-type: none"> 1. Request for additional fencing and hedging 2. Memorandum of Understanding 3. Installation invoice 4. Devon Air Ambulance Trust Grant 5. Annual electrical and maintenance check
19/217	<p>Updates on actions and matters arising from the last meeting (action tracker)</p> <ol style="list-style-type: none"> 1. Broadband (QT) 2. Renewal of software licence (Clerk)
19/218	<p>Finance and invoice tracker</p> <p>Invoices received – for approval:</p> <ol style="list-style-type: none"> 1. Clerk Anne Oliver claim for expenses 2. Clerk Anne Oliver – reimbursement for landing site hedging 3. L Godfrey – Post and rail fence at WH landing site <ol style="list-style-type: none"> a. DAAT have agreed to fund the labour element of invoice 4. MAT Electrics – DAAT landing site lighting column and installation. <ol style="list-style-type: none"> a. DAAT have agreed to fund the labour element of invoice 5. DALC membership 6. S. Radcliffe Playpark Gardening (Apr) 7. Clerk Anne Oliver – Amazon gift card for Fete <p>Paid invoices – for information:</p> <ol style="list-style-type: none"> a. West Hill Village Hall – room bookings (May) b. Wall Art - Treasure Map for Village Fete c. Abalone Graphics – name badge Margaret Piper d. EDDC – Dog bin/litter emptying – annual service charge <p>To receive the bank reconciliation for May & June – for information</p>

19/219	Councillors questions, reports and items for future agenda Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. <i>Councillors are respectfully reminded that this is not an opportunity for debate or decision making.</i>
19/220	Next meeting To confirm the date of the next meeting which is scheduled for Tuesday 6 th Aug 2019

Signed: *Anne Oliver*, Clerk to the Council

26th June 2019