

West Hill Parish Council

Clerk to the Council: A Carr, Mañana, Higher Broad Oak Road, West Hill.

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To Members of West Hill Parish Council

27 September 2017

You are duly summoned to attend the next meeting of West Hill Parish Council to be held at 7.30pm on Tuesday 3rd October 2017 at West Hill Village Hall.

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.

District and County Councillors' reports for information. (Items raised for decision will appear on the agenda for the next meeting).

Police Report for information.

AGENDA

1. **Apologies:** To receive apologies and approve reasons for absence.
2. **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).
3. **Minutes:** To consider the approval of the minutes of the last meeting of the Council.
4. **Matters arising and actions from previous meeting:**
 - a. Update on play park (Clerk)
 - b. Update on Parishes Together (Clerk)
 - c. Update on WHPC logo design (Cllr K Hall)
 - d. Clerk's updates on Actions

5. Planning applications to be considered:

17/2167/FUL Greendale Farm Shop Sidmouth Road, Farringdon, Exeter EX5 2JU
Proposal: Extension to the existing farm shop, additional car parking area, outdoor seating area and children's play area (Retrospective Application)
Applicant: Mr Mat Carter

17/2218/TRE 2 Warren Park, West Hill EX11 1TN
Proposal: T1, Oak: Reduce limbs to gain 2 metre clearance of property, to suitable pruning points, cuts no larger than 60mm.
Applicant: Mr J Tyrrell

17/2150/TRE Hideaway, Bendarroch Road, West Hill EX11 1JY
Proposal: 237 Beech. Reduce height by 4m, maximum diameter of cuts 100mm.
Reshape, maximum diameter of cuts 25mm.
238 Cherry. Fell to ground level.
Applicant: Mrs T Northcott

- 6. Neighbourhood Plan:** For information, refer to the email from Claire Rodway at EDDC and the response from WHPC (Appendix 1 & 2).

7. Grants to village groups:

- a. To consider approving the grant application put forward by West Hill Wasps which already had a long-standing agreement in principle but needs formal Parish Council approval (Appendix 3)
- b. To consider extending the application deadline to 23rd October to give groups more time to respond
- c. To consider deciding all applications (except WH Wasps) at the PC meeting on 7th November
- d. To consider whether Councillors need to look again at the grants policy and eligibility criteria so that applicants are properly informed about what projects can be funded
- e. To consider whether grants approved in this financial year should be distributed in this financial year, rather than waiting until 1st April 2018
- f. To consider Cllr J Bailey's email about the PTFA (Appendix 4).

8. Dates to be agreed: To consider dates for the following meetings:

- a. The Annual Parish Meeting in April (Village Hall (big hall) is available on Mon 23rd, Fri 27th or Mon 30th April between 7.30 and 9.30pm)
- b. The AGM of the Parish Council (which could be on the same night as a regular PC meeting – extra room not required)

- 9. Odd-job person:** To consider whether WHPC should engage the services of someone who could be called upon to do odd jobs around the village.

- 10. Training:** To consider a request by the Clerk to attend a DALC training course "New Clerks" on 13th November at a cost of £25 + VAT.

- 11. Reference book:** To consider a request by the Clerk to purchase "Arnold-Baker on Local Council Administration" at a cost of £92.

- 12. High-visibility gear for children:** To consider whether WHPC should fund high visibility tabards or similar for parish children walking to/from school, and if so, how this could be achieved.

13. Finance:

Budget planning: To consider the process of preparing the budget, specifically the following:

- a. Which members of WHPC should be involved, e.g. whether there needs to be established a formal finance sub-committee, or a less formal finance working group, to prepare the budget.
- b. WHPC's policies on reserves and how the Parish Council should budget for longer-term projects

Employer's pension scheme: To consider joining East Devon's Local Government Pension Scheme to meet current workplace pension rules (see PDF of email, Appendix 5)

Reimbursing Clerk for use of home: To consider reimbursing the Clerk in the amount of £18 per month for the use of her home amenities.

Invoices for payment: To consider passing invoices for payment as shown in the updated invoice tracker.

14. Councillors' 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. *Councillors are respectfully reminded that this is not an opportunity for debate or decision making.*

15. Date of next meeting: To confirm the date of the next meeting which is scheduled for 17th October 2017.

Signed

Alison Carr

Alison Carr
Clerk to West Hill Parish Council
27th September 2017