

## West Hill Parish Council

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

### To Members of The Open Spaces Committee of West Hill Parish Council

17<sup>th</sup> February 2021

You are duly summoned to attend the next meeting of the **OPEN SPACES COMMITTEE** to be held at **1.00pm on Tuesday 23<sup>rd</sup> February 2021.**

### Information for members of the public

1. Due to the Covid-19 situation the meeting cannot be held in The narthex, St Michael's as per standard practice. Recent legislation changes enable Councils to hold virtual meetings. West Hill Parish Council will meet by video conferencing. The meeting is open to the public.
2. You can join the meeting either by phone, computer or android/apple device.
3. If you wish to comment on an item on this agenda (but don't wish to speak at the meeting) please submit this in writing by **12 noon Monday 22nd February 2021**. This will be read out under public participation for members to consider.
4. For members of the public/press that wish to speak at the meeting, under public participation, please raise your hand and wait for the Chairman to prompt you.
5. For those who have no visual access to the meeting, Members will state their name before speaking and voting.
6. For those who are unable to attend, agendas and minutes of Committee meetings will be available on the Council's website.

### To join the Zoom meeting

<https://zoom.us/j/91360554401?pwd=YIE1ckMvRUFETkNsOStoZGI1SGhvUT09>

Meeting ID: 913 6055 4401

Passcode: 567570

To dial by your location

Find your local number: <https://zoom.us/u/aHrBmCA2G>

*Anne Oliver*, Clerk to the Council

## AGENDA

Item (a)	Discussion and decisions (b)
21/021	<b>Welcome and Chairman's announcements</b> including a reminder that the meeting will be (sound) recorded.
21/022	<b>Apologies.</b> To receive apologies and approve reasons for absence.
21/023	<b>Public question time (3 minutes)</b> From 1.00pm residents are invited to give their views and question the Open Spaces Committee on issues on this agenda, or raise issues for further consideration at the discretion of the Chairman, before the start of the Open Spaces Committee meeting. Members of the public may not take part in the Committee meeting itself. Individual members of the public are limited to three minutes speaking time. This item will include issues submitted by residents unable to attend the meeting.
21/024	<b>Declarations of Interest</b> 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. To declare any disclosable pecuniary interests in items on the agenda and their nature (Councillors with DPIs must leave the meeting for the relevant items).
21/025	<b>Confidential/exempt items. In consideration of the Public Bodies (Admission to Meetings) Act 1960</b> (publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted): to agree any items to be dealt with after the public and press have been excluded.
21/026	<b>Minutes</b> a. To approve the minutes of the Open Spaces Committee meeting held on Tuesday 26 <sup>th</sup> January 2021.
21/027	<b>To receive a Clerk's Report on actions and matters arising from the last meeting</b>  a. Actions from OS Committee 26 <sup>th</sup> January 2021 b. Other matters <ul style="list-style-type: none"> <li>• Village gateway signs</li> <li>• Playpark monitoring</li> <li>• Resident Communication</li> </ul> c. Any urgent matters arising
21/028	<b>Footpaths (Cllr ABC)</b> For information a. P3 grant application was submitted on 29 <sup>th</sup> January. b. Letter requesting action on Japanese Knotweed sent to Devon + Cornwall Countryside + Wildlife Officer (9 <sup>th</sup> Feb) c. Waterlogged Footpath 4 Elsdon Lane-Lower Broad Oak Road reported to DCC PROW  For decision 1. To consider the WHPC response to the Public Rights of Way - Definitive Map Review for West Hill (Deadline for responses 4 <sup>th</sup> March)
21/029	<b>Playpark (Cllr AT)</b> For information  a. Councillors continue to monitor the Playpark weekly. b. Litter and anti-social behaviour incident were reported to WHPC on 14 <sup>th</sup> Feb. c. The safety matting repairs/replacement were completed in October. Invoice not yet paid as bank details not available.

	<p>For decision</p> <ol style="list-style-type: none"> <li>To review the latest Government Covid-19 guidance, if any, and consider actions required.</li> <li>To receive an update on costs for the purchase and installation of a slide.</li> </ol>
<b>21/030</b>	<p><b>Broadoak Plantation (Cllr AT)</b></p> <p>For information</p> <ol style="list-style-type: none"> <li>Raised manhole cover reported to Highways (Sep-20). Markings show that an assessment has been carried out.</li> </ol> <p>For decision</p> <ol style="list-style-type: none"> <li>To receive an update on maintenance of The Glade and to consider the response from Tilhill (if it has been received).</li> </ol>
<b>20/031</b>	<p><b>Village Lengthsman (Cllr ABC)</b></p> <p>For information</p> <ol style="list-style-type: none"> <li>Grant application to Highways Community Enhancement Fund for funding for the Lengthsman service was submitted 2nd Feb.</li> </ol> <p>For decision</p> <ol style="list-style-type: none"> <li>To consider the Lengthsman schedule for Mar-Apr 2021.</li> </ol>
<b>21/032</b>	<p><b>Vehicle Activated Sign (VAS)</b></p> <p>For information</p> <p>Outstanding action: write to West Hill Community Speedwatch and Penninsular Road safety Partnership to share initial findings</p> <p>For discussion</p> <p>To receive an update on the West Hill VAS scheme (Cllr MP) including</p> <ol style="list-style-type: none"> <li>Recent reports</li> <li>Additional Sites</li> </ol>
<b>21/033</b>	<p><b>Bus Shelter</b></p> <ol style="list-style-type: none"> <li>To approve the purchase of a WHPC noticeboard to be installed on the bus shelter.</li> </ol>
<b>21/034</b>	<p><b>West Hill wildflower initiative:</b> To receive an update on arrangements.</p>
<b>21/035</b>	<p><b>West Hill sunflower competition:</b> To receive an update on arrangements.</p>
<b>21/036</b>	<p><b>Other Matters</b></p> <ol style="list-style-type: none"> <li>Litter Bins/Grit Bins</li> <li>Bus Shelter</li> <li>Air Ambulance Lighting Column</li> <li>Landmark Tree</li> <li>Noxious weeds</li> </ol>
<b>21/037</b>	<p><b>Finance and invoice tracker</b></p> <p>Invoices received</p> <ol style="list-style-type: none"> <li>n/a</li> </ol> <p>Finance Tracker 2020/2021 (Feb)</p>
<b>21/038</b>	<p><b>Councillors questions, reports and items for future agenda</b></p> <p>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></p>
<b>21/039</b>	<p><b>Next meeting:</b></p> <p>To confirm the date of the next meeting which is scheduled for 1.00pm Tuesday 30<sup>th</sup> March 2021.</p>

Signed: *Anne Oliver*, Clerk to the Council, 17<sup>th</sup> February 2021