

West Hill Parish Council

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

18th Nov 2020

You are duly summoned to attend the next meeting of the **OPEN SPACES COMMITTEE** to be held at **1.00pm on Tuesday 24th November 2020**

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 23rd November 2020**. 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

Join Zoom Meeting

<https://zoom.us/j/95044043982?pwd=M09nOFcvNklHdG83b00vUWgwRUhjZz09>

Meeting ID: 950 4404 3982

Passcode: 931121

To dial in

Find your local number: <https://zoom.us/u/abk9AFIHsw>

Anne Oliver, Clerk to the Council

AGENDA

Item (a)	Discussion and decisions (b)
20/152	Welcome and Chairman's announcements including a reminder that the meeting will be (sound) recorded.
20/153	Apologies. To receive apologies and approve reasons for absence.
20/154	Public question time (3 minutes) 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. This item will include issues submitted by residents unable to attend the meeting.
20/155	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. 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).
20/156	Confidential/exempt items. In consideration of the Public Bodies (Admission to Meetings) Act 1960 (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.
20/157	To discuss a DCC Public Rights of Way Officer presentation on the Definitive Map Review (West Hill) and consider the next steps for WHPC.
20/158	Minutes a. To approve the minutes of the Open Spaces Committee meeting held on Tuesday 27 th Oct 2020
20/159	To receive a Clerk's Report on actions and matters arising from the last meeting a. Actions from OS Committee 27 th Oct 2020 • 20/144 Volunteers to monitor Grit Bins b. Other matters • Date for next meeting as the scheduled meeting for 28 th December has been cancelled. • Clyst Valley Regional Park Update • Playpark monitoring c. Any urgent matters arising
20/160	Footpaths (Cllr ABC) For information – n/a For decision 1. To consider 2021-2 Parish Paths Partnership grant process and confirm necessary actions.
20/161	Village Lengthsman (Cllr ABC) For information a. Lengthsman 2021 contract signed For decision 1. To consider making a further grant application to Highways Community Enhancement Fund for funding for the Lengthsman service (deadline 28 th Feb 2021)
20/162	Broad oak Plantation (Cllr AT) For information

	<p>a. Raised manhole cover reported to Highways (Sep). Markings show that an assessment has been carried out</p> <p>b. Cllrs continue to monitor the Glade area and will contact Woodland Trust when further maintenance work is required. (Cllrs ABC/AT)</p> <p>c. No response received from Woodland Trust regarding access by horses etc.</p> <p>For decision</p> <p>1. To consider correspondence received from The Woodland Trust's Site Manager (Devon) regarding maintenance (dated 29-Oct-2020)</p>
20/163	<p>Playpark (Cllr AT)</p> <p>For information</p> <p>a. Councillors continue to monitor the Playpark weekly (for a trial period).</p> <p>b. No anti-social behaviour incidents were reported to WHPC in the past month.</p> <p>c. The safety matting repairs/replacement were completed in October. Invoice not yet paid as bank details not available.</p> <p>d. Installation of the new recyclables bin in the playpark expected wk beginning 16th Nov and they will then take over playpark waste collections.</p> <p>For decision</p> <p>1. To review the latest Government Covid-19 Guidance, if any, and consider a risk assessment to identify any required actions.</p> <p>2. To consider responses to the advert and appoint a Grounds Maintenance Contract for 2021.</p> <p>3. To receive an update on the strategy for the Playpark Equipment.</p>
20/164	<p>Highways (Cllr ABC)</p> <p>For information – n/a</p> <p>For decision</p> <p>1. To receive an update on Village Gateway signs.</p> <ul style="list-style-type: none"> • Highways Quote received £420
20/165	<p>Vehicle Activated Sign (VAS)</p> <p>1. To receive an update on the West Hill VAS scheme (Cllr MP) including</p> <ul style="list-style-type: none"> • VAS unit and installation, including Smart Water • Schedule and Lengthsman costs • DCC installation invoice £1,518.48 • Data collection and reporting <p>2. To consider a request for a further VAS location on West Hill Road between McColls and the War Memorial (Cllr JB)</p>
20/166	To receive an update on Dog Waste Collections following recent service problems.
20/167	To consider any further OSC actions required following the WHPC 2021-22 budget and planning meeting.
20/168	<p>Other Matters</p> <p>a. Himalayan Balsam</p> <p>b. Bus Shelter</p> <p>c. Air Ambulance Lighting Column</p> <p>d. Landmark Tree</p>
20/169	To consider a proposal for West Hill wildflower initiative.
20/170	<p>Resident Communication</p> <p>a. Potters Close street lighting</p>

20/171	<p>Finance and invoice tracker Invoices received</p> <ol style="list-style-type: none"> 1. EDDC – RoSPA Playpark Inspection 2020 £120.00 2. DCC – Installation of poles for vas unit. Supply mounting brackets £1,518.48 <p>a. Finance Tracker 2020/2021 (Nov)</p>
20/172	<p>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></p>
20/173	<p>Next meeting: To confirm the date of the next meeting which is scheduled for 1.00pm Tuesday 29th December 2020.</p>

Signed: *Anne Oliver*, Clerk to the Council,
18th November 2020