

## West Hill Parish Council

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

21<sup>st</sup> Oct 2020

You are duly summoned to attend the next meeting of the **OPEN SPACES COMMITTEE** to be held at **1.00pm on Tuesday 27<sup>th</sup> October 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 26th October 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

<https://zoom.us/j/91242801953?pwd=bXFXRVpSZTM5RGtDQ1lsMWdNU1MwQT09>

Meeting ID: 912 4280 1953

Passcode: 523993

One tap mobile

+13017158592,,91242801953#,,,,,0#,,523993# US (Germantown)

+13126266799,,91242801953#,,,,,0#,,523993# US (Chicago)

Dial by your location

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 346 248 7799 US (Houston)

+1 646 558 8656 US (New York)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 912 4280 1953

Passcode: 523993

Find your local number: <https://zoom.us/u/a2EzFfO8G>

*Anne Oliver*, Clerk to the Council

**AGENDA**

Item (a)	Discussion and decisions (b)
20/109	<b>Welcome and Chairman's announcements</b> including a reminder that the meeting will be (sound) recorded.
20/110	<b>Apologies.</b> To receive apologies and approve reasons for absence.
20/111	<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. This item will include issues submitted by residents unable to attend the meeting.
20/112	<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).
20/113	<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.
20/114	<b>Minutes</b> a. To approve the minutes of the Open Spaces Committee meeting held on Tuesday 29 <sup>th</sup> Sep 2020
20/115	<b>To receive a Clerk's Report on actions and matters arising from the last meeting</b>  a. Actions from OS Committee 29 <sup>th</sup> Sep 2020 b. Other matters <ul style="list-style-type: none"> <li>• Public Rights of Way – Definitive Map Review</li> <li>• Sandbags</li> <li>• Date for December meeting (last Tuesday of Dec is 28<sup>th</sup> December)</li> </ul> c. Any urgent matters arising
20/116	<b>Footpaths (Cllr ABC)</b> For information a. Footpath 5: installation of handrail completed b. Letter issued to landowner regarding Japanese Knotweed c. Missing Public Footpath sign on Footpath 6 sign reported to DCC.  For decision – n/a
20/117	<b>Village Lengthsman (Cllr ABC)</b>  For information a. Verge cutting and sign cleaning completed in October. b. Playpark playboat and path repairs completed in September.  For decision 1. <b>To consider</b> a Lengthsman contract for 2021.
20/118	<b>Himalayan Balsam Clearance project (Cllr MP)</b>  1. <b>To receive</b> an update (if required)

20/119	<p><b>Broadoak Plantation (Cllr AT)</b> For information</p> <ul style="list-style-type: none"> <li>• Raised manhole cover reported to Highways (Sep)</li> <li>• Cllrs continue to monitor the Glade area and will contact Woodland Trust when further maintenance work is required. (Cllrs ABC/AT)</li> </ul> <p>For decision – n/a</p>
20/120	<p><b>Playpark (Cllr AT)</b> For information</p> <ol style="list-style-type: none"> <li>a. Idverde Ground Maintenance work ongoing and due to complete in October.</li> <li>b. Councillors continue to monitor the Playpark weekly (for a trial period)</li> <li>c. No anti-social behaviour reported to WHPC in the past month.</li> <li>d. The safety matting repairs/replacement were completed in October.</li> <li>e. Awaiting installation of the new recyclables bin in the playpark.</li> <li>f. EDDC have been commissioned to take over the playpark waste collection service.</li> </ol> <p>For decision</p> <ol style="list-style-type: none"> <li>1. <b>To review</b> the latest Government Covid-19 Guidance, if any, and consider a risk assessment to identify any required actions.</li> <li>2. <b>To consider</b> a Grounds Maintenance Contract for 2021.</li> <li>3. <b>To receive</b> an update on the strategy for the Playpark Equipment.</li> </ol>
20/121	<p><b>Highways (Cllr ABC)</b></p> <p>For information – n/a For decision</p> <ol style="list-style-type: none"> <li>1. <b>To receive</b> an update on Village Gateway signs.</li> </ol>
20/122	<p><b>Vehicle Activated Sign (VAS )</b></p> <ol style="list-style-type: none"> <li>1. <b>To receive</b> an update on the West Hill VAS scheme (Cllr MP)</li> <li>2. <b>To consider</b> a request for a further VAS location on West Hill Road between McColls and the War Memorial (Cllr JB)</li> </ol>
20/123	<p><b>Other Matters</b></p> <ol style="list-style-type: none"> <li>a. Litter/Dog Waste bins</li> <li>b. Bus Shelter</li> <li>c. Air Ambulance Lighting Column</li> <li>d. Landmark Tree</li> <li>e. Snow Warden – see next item 20/124</li> </ol> <p>For information <b>n/a</b> For Decision <b>n/a</b></p>
20/124	<p><b>Snow Warden</b> <b>To consider</b> whether any actions are required regarding the village grit bins following the resignation of the unofficial Snow Warden.</p>
20/125	<p><b>Open Spaces : To receive an update.</b></p>
20/126	<p><b>To consider</b> requirements for the 2021/2 budget and OSC recommendations for WHPC meeting 3<sup>rd</sup> November.</p>
20/127	<p><b>To consider</b> options for re-wilding verges in West Hill.</p>
20/128	<p><b>Resident Communication</b></p> <ol style="list-style-type: none"> <li>a. Lower Broadoak Road: a group of residents seeking permission for Wildflower/tree planting.</li> <li>b. Land nr Higher Metcombe:</li> </ol>

<b>20/129</b>	<p><b>Finance and invoice tracker</b> Invoices received</p> <ol style="list-style-type: none"> <li>1. Garden &amp; Countryside maintenance – 2<sup>nd</sup> cut footpaths £228.00</li> <li>2. PLG Services – verge cutting £540.00</li> <li>3. Idverde – grass cutting (Oct)</li> </ol> <p>a. Finance Tracker 2020/2021 (Oct)</p>
<b>20/130</b>	<p><b>Councillors questions, reports and items for future agenda</b> 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>20/131</b>	<p><b>Next meeting:</b> To confirm the date of the next meeting which is scheduled for 1.00pm Tuesday 24<sup>th</sup> November 2020.</p>

Signed: *Anne Oliver*, Clerk to the Council,

21<sup>st</sup> Oct 2020