

## West Hill Parish Council

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

24<sup>th</sup> June 2020

You are duly summoned to attend the next meeting of the **OPEN SPACES COMMITTEE** to be held at **1.00pm on Tuesday 30<sup>th</sup> June 2020**

- 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. The WHPC Open Spaces Committee will meet by video conference. The meeting is open to the public.
- Members of the public wishing to attend the meeting via video conferencing should contact the Parish Clerk (see contact details above).
- Alternatively, members of the public are invited to submit issues or concerns to the Clerk who will raise the matter at the meeting on their behalf.

*Anne Oliver*, Clerk to the Council

### AGENDA

Item (a)	Discussion and decisions (b)
20/050	<b>Welcome and Chairman's announcements</b>
20/051	<b>Apologies.</b> To receive apologies and approve reasons for absence.
20/052	<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.
20/053	<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 DPLs must leave the meeting for the relevant items).
20/054	<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.
20/055	<b>Minutes</b> a. To approve the minutes of the Open Spaces Committee meeting held on Tuesday 26 <sup>th</sup> May 2020
20/056	<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> May 2020 b. Other matters

	<p>c. Any urgent matters arising</p>
<b>20/057</b>	<p><b>Footpaths (Cllr ABC)</b> For information</p> <ol style="list-style-type: none"> <li>a. Footpath 1 – A resident reported 2 issues with signs nr B3174 and Lowlands farm. DCC Public Rights Of Way (PROW) have agreed to re-instate the rotted post and will investigate the dis-coloured sign.</li> <li>b. Footpath 5 – Awaiting response from DCC PROW re survey of site for proposed handrail.</li> <li>c. Footpath 7 – DCC PROW will send a further letter to the landowner regarding Japanese Knotweed on the bank and path.</li> <li>d. Footpath 40 – DCC PROW have requested a meeting with the landowners.</li> <li>e. Footpath 48 – The rotten bridge will be repaired when the current grass cutting work has been completed.</li> <li>f. Footpath 6 – No further reports of people straying from the paths have been received.</li> </ol> <p>For decision</p> <ol style="list-style-type: none"> <li>1. n/a</li> </ol>
<b>20/058</b>	<p><b>Village Lengthsman (Cllr ABC)</b> For information</p> <ol style="list-style-type: none"> <li>a. Verge cutting was carried out on 1<sup>st</sup> June</li> </ol> <p>For decision</p> <ol style="list-style-type: none"> <li>1. To consider the Lengthsman's work schedule for the coming months.</li> </ol>
<b>20/059</b>	<p><b>Himalayan Balsam Clearance project (Cllr MP)</b> For information</p> <ol style="list-style-type: none"> <li>a. DCC Highways confirmed the HMCEF grant was still applicable following the decision to proceed without volunteers.</li> <li>b. Himalayan Balsam clearance on West Hill Road was completed on 8-10<sup>th</sup> June.</li> <li>c. Cllr ABC contacted owner of adjacent fields to report the presence of Himalayan Balsam.</li> </ol> <p>For decision</p> <ol style="list-style-type: none"> <li>1. To consider If further required on West Hill Road or Lower Broad Oak Road?</li> </ol>
<b>20/060</b>	<p><b>Broadoak Plantation (Cllr AT)</b> For information</p> <ol style="list-style-type: none"> <li>a. Installation of benches completed on 11<sup>th</sup> June</li> <li>b. No Woodland Trust communication has been received regarding the WHPC letter re raised manhole at Lower Broadoak Rd entrance.</li> </ol> <p>For decision</p> <ol style="list-style-type: none"> <li>1. To consider the installation of Litter Notices.</li> <li>2. To consider attaching a "WHPC" plaque on each of the picnic benches.</li> <li>3. To consider ongoing maintenance of The Glade.</li> </ol>
<b>20/061</b>	<p><b>Playpark</b> For information</p> <ol style="list-style-type: none"> <li>a. Idverde Ground Maintenance work was carried out on 19<sup>th</sup> June (next due in three weeks 10<sup>th</sup> July)</li> <li>b. The Full Council meeting on 16<sup>th</sup> June 2020 confirmed the playpark would remain closed and WHPC would continue to monitor Government advice.</li> <li>c. WHPC has received reports of people in the Playpark despite the CLOSED notices.</li> <li>d. The annual timber treatment work will start on Thursday 25<sup>th</sup> June.</li> </ol>

	<p>e. The Village Hall will replace the decayed gatepost at the entrance to the Playpark.</p> <p>For decision</p> <ol style="list-style-type: none"> <li>1. To consider options for remedial work required on the Playboat.</li> </ol>
<b>20/062</b>	<p><b>Highways</b></p> <p>For information</p> <ol style="list-style-type: none"> <li>a. Email from resident reporting overgrown vegetation causing visibility problems at the junction of West Hill Road with the B3180. This safety issue was reported to and actioned by DCC Highways.</li> </ol> <p><b>For Decision</b></p> <ol style="list-style-type: none"> <li>1. To consider whether any further actions are required following the 10th June Meeting with DCC Highways regarding their “Doing What matters” scheme to plan prioritise Highway Maintenance Work.</li> <li>2. To consider recent residents communications regarding parking problems on Bendarroch Road and St Mary’s view.</li> </ol>
<b>20/063</b>	<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. Vehicle Activated Signs</li> <li>e. Landmark Tree</li> <li>f. Snow Warden</li> </ol>
<b>20/064</b>	<p><b>Overgrown Hedges</b></p> <p>To consider writing to owners of hedges causing a safety concern (prior to the hedge cutting season).</p>
<b>20/065</b>	<p><b>Resident Communication</b></p> <ol style="list-style-type: none"> <li>a. Lower Broadoak Road drainage: WHPC has received further communication from a resident concerning water running off the road.</li> </ol>
<b>20/066</b>	<p><b>Open Spaces</b></p> <p>To consider options for creating open space in village and how to proceed</p>
<b>20/067</b>	<p><b>Finance and invoice tracker</b></p> <p>Invoices received</p> <ol style="list-style-type: none"> <li>1. Lengthsman - PLG Services, Himalayan Balsam Clearance £1,790.40</li> <li>2. Lengthsman - PLG Services, Delivery of picnic benches £22.80</li> <li>3. Ross Butt – installation of picnic benches in Broadoak £300.00</li> </ol> <p>Paid invoices – for information: n/a</p> <p>Budget report and tracker 2020/2021 (Jun).</p>
<b>20/068</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>20/069</b>	<p><b>Next meeting:</b></p> <p>To confirm the date of the next meeting which is scheduled for Tuesday 28<sup>th</sup> July 2020.</p>

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

24<sup>th</sup> Jun 2020