

West Hill Parish Council

Clerk to the Council: Anne Oliver
 Tel: 01404 232 100 / 07413 932406
 Email: clerk@westhillparishcouncil.gov.uk

23rd February 2022

To Members of West Hill Parish Council

You are duly summoned to attend the next meeting of West Hill Parish Council to be held at 7.30pm on Tuesday 1st March 2022 at the Village Hall.

Information for members of the public

1. Parish Council meetings are open to the public. Every agenda includes an item for public participation giving members of the public the opportunity to speak.
2. 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 28th February 2022**. This will be read out for members to consider.
3. Agendas and minutes of meeting are available on the Council's website.

Covid Precautions: Cllrs and members of the public are reminded

- to stay at home if unwell
- to bring their own papers to the meeting as papers cannot be shared.
- to bring a drink (if required) and cushion (if required) as padded chairs will not be available.

Anne Oliver, Clerk to the Council

AGENDA – ORDINARY MEETING OF THE PARISH COUNCIL

Item (a)	Discussion and decisions (b)
21/048	Welcome and Chairman's announcements
21/049	Apologies. To receive apologies and approve reasons for absence.
21/050	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. This item included issues submitted to the Clerk prior to the meeting.
21/051	District and County Councillors' reports for information (items raised for decision will appear on the agenda for the next meeting)
21/052	Declarations of Interest <ol style="list-style-type: none"> 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 room for the relevant items).
21/053	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.
21/054	Minutes 1. To approve the minutes of the Parish Council meeting on 1 st February 2021, previously circulated.
21/055	Planning Applications received 22/0224/TRE 13 Hayes End West Hill EX11 1GG Applicant Mr Storer T1, Monterey Pine : Reduce first primary limb growing south arising at approximately 5m above ground level (AGL) by 1.5m. Maximum diameter of Cut (MDC) 50mm ; reduce first primary limb growing west arising at approximately 7m AGL by 2m. MDC 70mm. Reason for works: The tree recently lost a large limb growing south west which has left the remaining limbs exposed to wind stresses. Reduction of the two limbs as above to reduce chance of further limb loss. For information 22/0280/PRETDD 13 Hayes End West Hill EX11 1GG : Urgent works to remove deadwood from Monterey pines, G1 22/0226/PRETDD Dene, Lower Broad Oak Road, West Hill : Urgent works to remove deadwood from two Oak trees T1 and T2 22/0394/PRETDD 12 Heather Grange, EX11 1XZ: Urgent works to fell a dangerous Thuja tree
21/056	Planning decisions received for information (*denotes WHPC differed) 21/3340/TRE Amberley Grange EX11 1UX Status: Approved T1, Beech : Fell to ground level. Reason: Appropriate arboricultural management. 21/3347/TRE 26 Ashley Brake EX11 1TW Status: Approved Various treeworks 21/3215/FUL Trelowen Higher Metcombe EX11 1SL Status: Approved Replace flat roof with apex roof over studio outbuilding, double garage and car port, including enclosing car port and other associated works. 21/2531/FUL Land South Of Treetops Toadpit Lane West Hill Status: Refused Two storey detached dwelling, and change of use of land to residential curtilage.
21/057	TPO notifications: 21/0029/TPO West Hayes, West Hill Rd: Provisional order confirmed
21/058	To receive an update on a planning matters: a. To consider a revised Terms of Reference for WHPC's Strategic Plan Group. b. To receive a verbal update on progress on the East Devon Local Plan Review including an update on the joint WHPC/Ottery St Mary Town Council letter sent to EDDC.

WHPC Groups + Initiatives

22/059	Finance Working Group: 1. Insurance: To consider recommended insurance pre-renewal details.
22/060	New Pedestrian Access to Village Hall 1. To receive an update from the joint WHPC/VH working group. 2. Confidential/Commercial: To appoint Consulting Engineers and approve costs for the initial phase of the commissioning project, 3. To consider WHPC representation on the group.

22/061	Community Engagement: Annual Parish Meeting (APM) 1. To receive an update on arrangements for the APM on Friday 25 th March 2022. 2. To approve costs including refreshments.
22/062	New Playpark Equipment 1. To receive a verbal update: playpark lease, installation timescales. 2. To confirm revised costs for a new Playpark Lease, estimated £1,200+vat (approved under Delegated Powers).
22/063	Community Public Access Defibrillators (CPADs) 1. To receive an update including location for the 1 st device at WH RBL clubhouse. 2. To approve the location for the 2 nd CPAD

Other Matters

22/064	Clerks Report: 1. To confirm decisions taken under Delegated Powers: <ul style="list-style-type: none"> • Commission repair of playboat £150+vat (ref item 22/0xxx) • To appoint LGRC ref item 22/067 • To approve revised legal costs for a new Playpark Lease (ref item 22/062) • Book The Narthex for 2-hr meeting re Playboat • Lengthsman to clean Bus Shelter 2. Action points from previous WHPC meetings: Outstanding Actions 3. Matters arising 4. Resident Communications: West Hill Wasps 5. Any urgent matters arising.
22/065	Grant Applications: 1. To consider an application submitted by the West Hill Royal British Legion for £1,000 towards the installation of a flagpole to commemorate the Queen's Platinum Jubilee. 2. To consider an application submitted by West Hill Village Hall Trustees for £197.45 to support a one-day seminar for residents due to attend university in Autumn 2022.
22/066	Personnel Matters: To receive an update on arrangements to replace the Clerk.
22/067	Training/Mentoring: To confirm the appointment of The Local Government Resource Centre (LGRC) .
22/068	Highways: To consider WHPC response to the DCC Highways 2022/23 20mph Scheme.
22/069	Vehicle Activated Sign (VAS): To receive an update on the 2 nd West Hill VAS and to consider the revised schedule.
22/070	Airport Consultative Committee: To receive verbal feedback from the meeting held on 23 rd February.
22/071	EDDC Jubilee Tree: To consider the EDDC Jubilee Tree scheme.
22/072	EDDC Code of Conduct Consultation with Town/Parish Councils: To consider the WHPC response ref East Devon District Council – code of conduct consultation
22/073	Police Matters: To receive the monthly West Hill crime stats: Dec-21 and Jan-22 if available (for information)
22/074	Finance and Invoices Tracker Invoices received for approval: <ol style="list-style-type: none"> 1. Clerk - claim for monthly expenses (incl Microsoft 365 monthly subscription) £63.48 2. Westcotec – Vehicle Activated Sign £3,605.00+vat

	<p>To confirm payments made under Delegated Powers:</p> <ol style="list-style-type: none"> 3. South Western Ambulance Service NHS Foundation Trust – defibrillator and support package £1,800+vat 4. Abalone Graphics- Name badge for Cllr Stephen Owen £9.07 5. Lengthsman – Bus Shelter maintenance/painting £109.00+vat 6. Lengthsman – Bus Shelter cleaning (monthly) £19.00+vat 7. St Michael’s West Hill, Room Booking £24.00 <p>To receive: 2021-22 Finance Tracker, Bank reconciliations 2021, CIL/S106 summary</p>
22/075	<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>
22/076	<p>Next meeting: To confirm arrangements for the next WHPC ordinary meeting Tuesday 5th April 2022 7.30pm at the Village Hall.</p>

Signed: *Anne Oliver*, Clerk to the Council, 23rd February 2022