

West Hill Parish Council

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To Members of West Hill Parish Council

27th January 2021

You are duly summoned to attend the next meeting of West Hill Parish Council to be held at 7.30pm on Tuesday 2nd February 2021.

Information for members of the public

1. Due to the Covid-19 situation the meeting cannot be held in the Village Hall 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. Please ensure that your full name is displayed.
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 1st 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 hear, the agendas and the minutes of the meeting will be available on the Council's website.

To join the Zoom meeting

Join Zoom Meeting

<https://zoom.us/j/95413745170?pwd=R0NpUmtEYWVoN2JZR0ZTVy9QcGp2Zz09>

Meeting ID: 954 1374 5170

Passcode: 835943

Dial by your location

Find your local number: <https://zoom.us/u/a2vz0t7HW>

Anne Oliver, Clerk to the Council

AGENDA – ORDINARY MEETING OF THE PARISH COUNCIL

Item (a)	Discussion and decisions (b)
21/025	Welcome and Chairman's announcements
21/026	Apologies. To receive apologies and approve reasons for absence.
21/027	<p>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.</p>
21/028	District and County Councillors' reports for information (items raised for decision will appear on the agenda for the next meeting)
21/029	<p>Declarations of Interest</p> <ul 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).
21/030	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.
21/031	<p>Minutes</p> <ul style="list-style-type: none"> 1. To approve the minutes of the Parish Council meeting on 5th January 2021, previously circulated – including correction to item 21/005.
21/032	<p>Planning Applications received</p> <p>21/0065/FUL Woodbines Ford Lane West Hill EX11 1XE Applicant Mr & Mrs Wray Two storey rear and side extension, addition of dormer window and remodelling of front doorway</p> <p>21/2756/FUL Willow View Park Site Willow View Park Whimple EX5 2QT Applicant Mr D Light The siting of two residential park homes with garages</p> <p>21/0046/TRE Broad Oak Plantation Higher Broad Oak Road West Hill Applicant Tilhill Forestry Beech trees between the woodland and neighbours garden - Tree tag 3435 with multiple stems and an adjacent beech tree which is untagged, we are applying to remove the remaining 3 stems and an adjacent beech tree.</p>
21/033	<p>Planning decisions received for information (*denotes WHPC differed)</p> <p>20/2314/TRE Thrushes Anvil Windmill Lane West Hill EX11 1JP Approved Various tree works</p> <p>20/1824/TRE Parsonage House Bendarroch Road West Hill Approved* Various tree works.</p>

21/034	TPO notifications 21/0002/TPO Land to the north of Oak Road, West Hill EX11 1SJ : Provisional Order - to be confirmed
21/035	To receive an update on a planning matters: <ol style="list-style-type: none"> a. To consider the East Devon Local Plan Public Consultation (deadline for responses 15th March 2021), in particular arrangements for <ul style="list-style-type: none"> • Community Consultation • WHPC response b. To receive an update on Land to the north of Oak Road <ul style="list-style-type: none"> • Tree Works • Resident Communication • Recent approaches from developers (see item 21/039 New: Protocol on Planning Application Meetings with Landowners, Developers or their Agents)
21/036	2021/2 WHPC Plan: To review progress to date and confirm its priorities.

Committee & Working Groups

21/037	Finance Working Group: For information <ol style="list-style-type: none"> a) Yorkshire Bank Account confirmed closed <p>To consider re-appointing Paul Hayward as Internal Auditor for 2020/2021</p>
21/038	Open Spaces Committee <p>To note and confirm the minutes of the meeting of 29th December 2020 – n/a meeting cancelled.</p> <p>To receive recommendations and answer questions arising from the recent Committee meeting on 26th January 2021:</p> <ol style="list-style-type: none"> a. 2021 OSC Terms of Reference b. WHPC Playpark Management Plan c. WHPC Tree Strategy <p>Other matters</p> <ol style="list-style-type: none"> a. Urgent matters arising
21/039	People & Policy Working Group <ol style="list-style-type: none"> a. To approve new WHPC policies: <ul style="list-style-type: none"> • Protocol on Planning Application Meetings with Landowners, Developers or their Agents. • Remote Meeting Policy b. To consider arrangements for the West Hill Community Survey
21/040	Traffic Study Working Group <p>To receive an update from the Joint WHPC/Village Hall Working Group on a new pedestrian access to the Village Hall :</p> <ol style="list-style-type: none"> a. Amendments to Design b. Memorandum of Understanding <p>To approve fees for PJA Traffic Consultant’s further work up to an including a planning application.</p>

21/041	Emergency Plan Working Group To receive an update on the development of the Community Emergency Plan for West Hill.
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Other Matters

21/042	Covid-19: To consider <ol style="list-style-type: none"> a. To review any recent Government Covid-19 announcements. b. To receive an update on The West Hill Help Scheme c. To approve Cllr Canning's attendance on a NALC event: How are local Councils vital to community recovery 25th March 2021 (*£30) d. To consider the WHPC meeting schedule as the legislation permitting councils to meet remotely will come to an end on 6 May 2021.
21/043	To receive an update on <ol style="list-style-type: none"> a. the monthly crime stats (for information) b. The Community Safety Partnership c. The Councillor Advocate Scheme (Police & Crime Commissioner)
21/044	Highways: To receive an update on a meeting with to discuss <ol style="list-style-type: none"> a. Parking at the War Memorial b. Additional VAS site on West Hill Road c. B3180 junction with West Hill Road d. Other matters
21/045	2021 Remembrance Events: To receive an update on WHPC preparations for 2021 events.
21/046	2021 Census: To consider the EDDC request to publicise the 2021 Census.
21/047	Devon Carbon Plan: To consider the WHPC response to the Devon County Council Carbon Plan.
21/048	Broadband: To receive an update on the Jurassic Fibre schedule for West Hill.
21/049	WHPC Newsletter: To consider the date and content for the next Parish Council newsletter.
21/050	Clerks Report: Actions and matters arising from the last meeting <ol style="list-style-type: none"> 1. Actions, incl outstanding action 2. Matters arising <ol style="list-style-type: none"> a. Resident communication b. Any urgent matters arising.
21/051	Finance and Invoices Tracker Invoices received for approval: <ol style="list-style-type: none"> 1. Clerk - claim for expenses (Microsoft subscription) 2. Wall Art Newsletters £125 3. Cllr DC – materials for Wildflower Challenge £197.94 <p>To receive the 2020-21 Finance Tracker + Bank reconciliation January 2021.</p>
21/052	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>
21/053	Next meeting: To confirm the date of the next meeting (by video-conference) which is scheduled for Tuesday 2 nd March 2021 or 16 th February 2021 to deal with planning applications (if required).

Signed: *Anne Oliver*, Clerk to the Council, 27th January 2020