

West Hill Parish Council

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To Members of West Hill Parish Council

29th January 2020

You are duly summoned to attend the next meeting of West Hill Parish Council to be held at 7.30pm on Tuesday 4th February 2020 at West Hill Village Hall.

Anne Oliver, Clerk to the Council

AGENDA

Item (a)	Discussion and decisions (b)
20/027	Welcome and Chairman's announcements
20/028	Apologies. To receive apologies and approve reasons for absence.
20/029	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.
20/030	To receive a briefing from Rev Mac Dick on the Syrian Refugee Family initiative.
20/031	To consider a proposal from West Hill's Snow Warden to address 2019 snow gritter failures.
20/032	To receive the monthly crime stats for information
20/033	Minutes 1. To approve the minutes of the Parish Council meeting on 7 th January 2020, previously circulated.
20/034	District and County Councillors' reports for information (items raised for decision will appear on the agenda for the next meeting).
20/035	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 room for the relevant items).
20/036	To agree date and format of Annual Parish Meeting. For information the 2019 meeting was held on Monday 16 th April
20/037	To consider WHPC 2020 Activities and agree how they will be organised: document previously circulated <ol style="list-style-type: none"> 1. 2020 Activities 2. Working Groups and 3. To create a Open Spaces Committee (OSC) 4. To agree OSC Terms of Reference

20/038	<p>Planning applications received</p> <p>19/2810/FUL Great Brake, West Hill Applicant Mr & Mrs Martin Construction of single storey residential annexe</p> <p>19/2834/OUT Hasta La Vista, Windmill Lane Applicant Mr E Flowers Outline application for the construction of a single dwelling house with all matters reserved.</p> <p>20/0058/CPL 1A Hillside, Bendarroch Road Applicant Mr & Mrs Evans Certificate of lawfulness for loft conversion including dormer window and roof.</p> <p>19/2832/MFUL Solar Farm, Rockbeare Hill Applicant Mr H House (Spring Che Ltd) Proposed solar farm with an approximate design capacity of 15 MW with permission being required for 40 years, comprising solar arrays, equipment housing, sub-station, fencing, CCTV and ancillary equipment</p> <p>20/0140/OUT Fir Grove, Lower Broad Oak Road Applicant Mr J Pilsworth Construction of new dwelling</p>
20/039	<p>Planning decisions received for information (*denotes WHPC differed)</p> <p>20/0058/CPL 1A Hillside Bendarroch Road Approved 19/2791/CPL Shepherds Cottage Bendarroch Road Approved 19/2554/FUL Copperhayes West Hill Road Approved 19/2701/FUL Little Copse, Lower Broad Oak Road Approved</p>
20/040	<p>Planning Appeal Decisions received for information (*denotes WHPC differed)</p> <p>APP/TPO/U1105/7214 18/23/TRE Dene, Lower Broad Oak Road Dismissed</p>
20/041	<p>TPO notifications – for information</p> <p>20/0003/TPO Silver Birches + Mill House West Hill Road</p>
20/042	<p>Planning: Updates and matters arising since the last meeting</p> <ol style="list-style-type: none"> 1. AONB review – Briefing meeting with Ottery St Mary Town Council (Pending) 2. For information - Neighbourhood Plan Survey – request from The University of Reading to complete a Government commissioned research survey (Submitted) 3. Ottery Regeneration Working Group 4. EDDC Affordable Housing Supplementary Planning Document

Open Spaces Working Group

20/043	<p>Updates on actions and matters arising from the last meeting</p> <ol style="list-style-type: none"> 1. Lengthsman 2019 – outstanding invoice received & grant monies carried forward. 2. Broadoak Plantation - meeting with Tilhill, residents feedback 3. Litter/Dog Waste Bins – frequency of collections increased to three times per week. 4. Playpark - no matters to report 5. Ground Maintenance – no matters to report
20/044	<p>To consider the response to the advert for a 2020-21 Village Lengthsman contract and</p> <ul style="list-style-type: none"> • to approve a contractor (if possible) • to consider submitting an associated application for continued grant funding to the DCC Highways Maintenance Community Enhancement Fund
20/045	<p>To receive an update on the WHPC application for a Landmark Tree</p>

20/046	<p>To consider the annual report submitted by West Hill's Footpath Warden (previously circulated)</p> <ul style="list-style-type: none"> • to approve the 2020 Annual Parish Paths Partnership survey report and application for funding • To consider submitting any additional projects.
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Finance Working Group:

20/047	To consider re-appointing Paul Hayward as Internal Auditor for 2019/2020
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People and Policy Working Group

20/048	<p>To receive an update from the People and Policy Working Group</p> <ol style="list-style-type: none"> a. Proposed website changes b. Website Accessibility Legislation Changes c. WHPC mailing list - GDPR - mailing list authorisation
20/049	To consider items for inclusion in the next WHPC newsletter

Other Matters

20/050	<p>Traffic Study: Updates on actions and matters arising from the last meeting</p> <p>To receive an update and consider next steps:</p> <ol style="list-style-type: none"> 1. Village Hall new pedestrian access proposal <ul style="list-style-type: none"> • PJA Traffic Consultants' layout and design reviewed by Joint Working Group • To approve the budget for report to support the planning application <ul style="list-style-type: none"> ○ Road safety report 2. Vehicle Activated Signs (VAS) <ul style="list-style-type: none"> • To receive feedback from the meeting with Highways to discuss proposed VAS locations across the village. • To receive an update on personnel requirements to regularly move the sign between locations. • To discuss next steps, budget and options for funding.
20/051	To receive an update on the Broadband project and discuss next steps.
20/052	To receive an update on SW Ambulance Service Foundation Trust (SWASFT) First Responders and Defibrillators scheme and to agree next steps.
20/053	<p>Updates on actions and matters arising from the last meeting</p> <p>Actions</p> <ol style="list-style-type: none"> 1. Research additional Deposit Account providers Ongoing <p>Other matters</p> <ol style="list-style-type: none"> a. Exeter Airport Consultative Committee - update from recent meeting b. EDDC Careful Choices Questionnaire c. New Village Hall Hiring Agreement signed d. TRIP poster - advertised e. Correspondence from residents <ul style="list-style-type: none"> ▪ Mobile Phone signal f. Any urgent matters arising.

20/054	<p>Finance and invoice tracker</p> <p>Invoices received – for approval:</p> <ol style="list-style-type: none"> 1. Clerk claim for expenses (Jan) 2. Cllr Alan Cook – Printing Special Trees of West Hill Report 3. Hartwood Treeworks – Village Lengthsman 2019 <p>Paid invoices – for information:</p> <ol style="list-style-type: none"> a. Village Hall Room Bookings (Dec) <p>To receive the bank reconciliation for January, plus Jan YTD v Budget report</p>
20/055	<p>Councillors questions, reports and items for future agenda</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>
20/056	<p>Next meeting:</p> <p>To confirm the date of the next meeting which is scheduled for Tuesday 3rd March 2020 or Tuesday 18th February 2020 to meet Planning Application deadlines (if required)</p>

Signed: *Anne Oliver*, Clerk to the Council

29th January 2020