

West Hill Parish Council

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29th Dec 2021

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 **WEDNESDAY** 5th January 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 Tuesday 4th January 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)
22/001	Welcome and Chairman's announcements To receive an update on applications for the Councillor vacancy and agree arrangements for co-option at the February meeting.
22/002	Apologies. To receive apologies and approve reasons for absence.
22/003	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.
22/004	District and County Councillors' reports for information (items raised for decision will appear on the agenda for the next meeting)
22/005	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 (DPIs) in items on the agenda and their nature (Councillors with DPIs must leave the room for the relevant items).
22/006	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.
22/007	Minutes 1. To approve the minutes of the Ordinary Parish Council meeting on 7 th Dec 2021.
22/008	Planning Applications received <ul style="list-style-type: none"> • None received <p>To confirm applications considered and Consultee comments submitted under Delegated Powers (in order to meet Planning deadlines):</p> <p>21/3215/FUL Trelowen Higher Metcombe EX11 1SL Applicant Mr&Mrs McKelvie Replace flat roof with apex roof over studio outbuilding, double garage and car port, including enclosing car port and other associated works.</p> <ul style="list-style-type: none"> • Councillors supported the application
22/009	EDDC Planning decisions received for information (*denotes WHPC differed) <p>21/2968/FUL Northwood Bendarroch Road EX11 1TS Approved Single storey rear extension</p> <p>21/2933/FUL Timbers Lower Broad Oak Road EX11 1UF Approved Two storey front/side extension and single storey rear extension, addition of a carport and rear dormer</p> <p>21/2886/FUL Cherry Cottage School Lane EX11 1TX Approved Erection of a 12ft garden office with apex roof (maximum elevation 3m).</p> <p>21/2814/TRE Hideaway Bendarroch Road West Hill EX11 1JY Approved Various tree works</p> <p>21/2745/TRE The Warren Warren Park West Hill EX11 1TN Approved Various tree works</p> <p>21/2249/FUL Longreach Lower Broad Oak Road West Hill EX11 1UF Approved* Part two storey part single storey side extension with re cladding of dwelling.</p> <p>21/1951/VAR Straitgate Farm Exeter Road EX11 1LG Approved Variation of condition 8 (landscaping)</p> <p>21/0914/FUL Samguri Bendarroch Road West Hill EX11 1TS Approved* Construction of two storey side and rear extension and single storey side extension</p> <p>20/1025/TRE Oak Tree Lodge 1 Oak Tree Gardens West Hill EX11 1FR Approved Various tree works</p>
22/010	Planning matters: 1. To consider establishing a Strategic Planning Task + Finish Group 2. To receive an update on EDDC Local Plan Review.

Committee & Working Groups

22/011	Finance Working Group: 1. WHPC Plan: To approve the WHPC Plan and organisation structure from Jan 2022 including: <ul style="list-style-type: none"> a. Closure of Open Spaces Committee b. Creation of new Task + Finish Groups:
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	<ul style="list-style-type: none"> i. Strategic Planning ii. Community Engagement iii. Community Public Access Defibrillators <p>2. 2022-23 WHPC Budget: To approve 2022-23 WHPC Budget and Precept Demand</p> <p>3. Bookkeeping: To consider the purchase of Accounts package</p>
22/012	Playpark Equipment Task + Finish Group: To consider the tenders received and a recommendation for the purchase of additional playpark equipment.

Other Matters

22/013	Coronavirus: To consider latest Government guidance, local case rates and community needs.
22/014	<p>Clerks Report:</p> <ul style="list-style-type: none"> 1. To confirm decisions taken under Delegated Powers: <ul style="list-style-type: none"> a. Village Hall room booking (Playpark Group) 14th Dec 2021 2. WHPC - Action points from previous meetings 3. Matters arising <ul style="list-style-type: none"> a. Bus Shelter b. Parish Paths Partnership Annual Forms c. SLCC Annual Renewal 4. Any urgent matters arising.
22/015	WHPC Pedestrian Safety Campaign: To receive an update and agree arrangements for distribution.
22/016	WHPC Newsletter: To approve the January 2022 edition and arrangements for distribution.
22/017	Police Matters: To receive the monthly West Hill crime stats (Nov 2021) (for information)
22/018	<p>Finance and Invoices Tracker Invoices received for approval:</p> <ul style="list-style-type: none"> 1. Clerk - claim for monthly expenses (incl Microsoft 365 monthly subscription) £63.48 2. DALC Cllr Bennett Training (x2) £36.00 <p>To confirm payments made under Delegated Powers:</p> <p>To receive: 2021-22 Finance Tracker, Bank reconciliations 2021, CIL/S106 summary</p>
22/019	<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>
22/020	Next meeting: To confirm arrangements for the next WHPC meeting Tuesday 1 st February 2022 7.30pm at the Village Hall.

Signed: *Anne Oliver*, Clerk to the Council, 29th Dec 2021