

West Hill Parish Council

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31st August 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 **6th September 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 5th September 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

Anne Oliver, Clerk to the Council

AGENDA – ORDINARY MEETING OF THE PARISH COUNCIL

Part A

Item (a)	Discussion and decisions (b)
22/260	Welcome and Chairman's announcements
22/261	Apologies. To receive apologies and approve reasons for absence.
22/262	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. <i>Individual contributions are limited to 3 minutes.</i> This item includes issues submitted to the Clerk prior to the meeting.
22/263	District and County Councillors' reports for information (items raised for decision will appear on the agenda for the next meeting)
22/264	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 DPLs must leave the room for the relevant items).
22/265	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. <ol style="list-style-type: none"> 1. Proposed confidential item 22/281 and 22/289 if appropriate

22/266	Minutes: To approve and sign the minutes of the Parish Council meeting on 2 nd August 2022 previously circulated.
22/267	<p>Planning Applications received</p> <p>22/1606/FUL Tuftbury Higher Broad Oak Road EX11 1XD Applicant Mr and Mrs Downey Erection of 1no. two storey 5-bed detached dwelling with link garage and associated landscaping and amenity space with demolition of existing detached dwelling and sheds.</p> <p>22/1832/TRE 11 Heather Grange EX11 1XZ Agent Mr Webb Various Tree Works (x8) : including removal, crown lift and reduction</p> <p>22/1864/VAR Village Hall Pedestrian Link - Amended Layout Applicant WHPC To amend the layout of the path within the Village Hall site.</p>
22/268	<p>Planning decisions received for information (*denotes WHPC differed)</p> <p>22/1443/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.</p> <p>22/1397/TRE Bendarroch House Bendarroch Road EX11 1JY Status: Approved Remove Horse Chestnut (T1), Lawson Cypress (T2)</p> <p>22/1342/FUL Westleas West Hill EX11 1UX Status: Approved Single storey side infill extension, single storey rear infill extension, porch to front with alteration to fenestration.</p> <p>22/1281/FUL 20 Eastfield West Hill EX11 1XN Status: Approved Replacement of existing conservatory with a new oak frames garden room, with alterations to fenestration and the decking area replaced and extended with a new patio.</p>
22/269	<p>Planning matters:</p> <ol style="list-style-type: none"> 1. To consider arrangements for WHPC representation at the Straitgate Appeal.

WHPC Groups + Initiatives

22/270	<p>WHPC Groups</p> <ol style="list-style-type: none"> 1. To consider membership of WHPC groups 2. To consider arrangements for weekly inspection of the playpark and bus shelter. 3. To consider WHPC representation, if appropriate, on the Ottery Health Matters Forum (previously the Ottery St Mary and District Health & Care Forum)
22/271	<p>WHPC Strategic Planning Group</p> <ol style="list-style-type: none"> 1. To receive a verbal update on the progress of the Emerging East Devon Local Plan. 2. To seek approval for a community consultation drop-in session on Friday 18th November. 3. To receive a verbal update on the request from Ottery St Mary Town Council who propose a review of the current Ottery St Mary & West Hill Neighbourhood Plan.
22/272	<p>Village Hall Pedestrian Link: To note the application to EDDC, 22/1864/VAR, to vary the layout of the path within the Village Hall site , plus associated costs.</p>
22/273	<p>Community Engagement Group: To approve, if appropriate, the September 2022 edition of the WHPC newsletter and associated printing costs.</p>
22/274	<p>Arboretum Group: To seek approval to print a Tree leaflet and the cost of printing</p>
22/275	<p>Road Safety Group: To receive a report on the VAS data for July 2022.</p>
22/276	<p>Finance Working Group:</p> <ol style="list-style-type: none"> 1. External Auditors Report and Certificate for 2021-2022. <ol style="list-style-type: none"> a. To receive the 2021-22 report b. To approve the External Auditors annual fee for 2021-2022, £300.00+vat

	<ul style="list-style-type: none"> c. To note the External Auditors response to a resident's objection to the WHPC regarding the 2021-2022 Accounts and Governance Return. d. To approve the additional fees incurred due to a resident's (unaccepted) objection, £1,597.50+vat <ul style="list-style-type: none"> 2. To consider arrangements for the appointment of an <ul style="list-style-type: none"> a. External Auditor for 2022-2027 b. Internal Auditor 2022-2023 3. To note the receipt of the 2nd Half Year Precept and to approve the transfer of £20,000 funds from the Council's current account to the deposit account. 4. To receive an update on S106 funding for the playpark equipment
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Other Matters

22/277	<p>Clerks Report:</p> <ul style="list-style-type: none"> 1. To confirm decisions taken under Delegated Powers 2. Action points from previous WHPC meetings <ul style="list-style-type: none"> a. Remembrance Service 2022 – Road closure – awaiting DCC Highways response b. WHPC response to Straitgate Appeal submitted 3. Matters arising <ul style="list-style-type: none"> a. Visit to Infocus (West Hill) b. Queen's Platinum Jubilee Bench – revised costs of installation c. VAS Schedule d. Playpark bench repairs e. Remembrance Service 2022: Remembrance Wreath f. DCC Cllr Jess Bailey Locality Budget Grant award received g. DALC Annual AGM & Conference 5th October 2022 4. Resident Communications <ul style="list-style-type: none"> a. Local Plan + West Hill b. Support for WHPC 5. Any urgent matters arising
22/278	<p>West Hill Playpark:</p> <ul style="list-style-type: none"> 1. To receive an update on the EDDC monthly inspections of the Playpark 2. To consider a report on the playboat and the cost-effectiveness of repairs.
22/279	<p>Community & Warm Rooms: To consider possible actions to support the community.</p>
22/280	<p>Freedom of Information (FOI) Requests: To receive a verbal update having sought advice from the ICO.</p>
22/281	<p>West Hill Land for Sale: To consider the amenity value of land currently for sale in West Hill.</p>
22/282	<p>Election Act 2022</p> <ul style="list-style-type: none"> 1. To note the Election Act 2022 and it's implications for the Parish Council Election in 2023 2. To resolve to publish an associated article on the WHPC website.
22/283	<p>NALC Civility and Respect Project</p> <ul style="list-style-type: none"> 1. To consider a paper on the Civility and Respect Project and 2. To pass a resolution, if appropriate, to sign up to the civility and respect pledge

	<p>3. To consider</p> <ol style="list-style-type: none"> a. What work WHPC needs to undertake? Who will lead this? b. Attendance for Cllrs and Clerk at training (provided via Breakthrough Communications) c. implementing a new Dignity at Work policy. Who will lead this?
22/284	Seeking Resolution with a Resident: To receive a progress update and to consider next steps.
22/285	Police Matters: To receive the monthly West Hill crime stats: June 2022 if available (for information)
22/286	<p>Financial matters:</p> <ol style="list-style-type: none"> 1. To consider and approve the Schedule of Payments for WHPC 6th September 2022 2. To receive if available: WHPC Finance Tracker, Bank reconciliation July & Aug 2022
22/287	<p>Councillor 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>
22/288	Next meeting: To confirm arrangements for the next WHPC ordinary meeting Tuesday 4th October 2022 7.30pm at the Village Hall.

Part B

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.

22/289	Seeking Resolution with a Resident
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Signed: *Anne Oliver*, Clerk to the Council, 31st August 2022