

West Hill Parish Council

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

To Members of West Hill Parish Council

2nd January 2020

You are duly summoned to attend the next meeting of West Hill Parish Council to be held at 7.30pm on Tuesday 7th January 2020 at West Hill Village Hall.

Anne Oliver, Clerk to the Council

AGENDA

Item (a)	Discussion and decisions (b)
20/001	Welcome and Chairman's announcements
20/002	Apologies. To receive apologies and approve reasons for absence.
20/003	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.
20/004	To receive the monthly crime stats for information
20/005	Minutes 1. To approve the minutes of the Parish Council meeting on 3 rd December 2019, previously circulated.
20/006	District and County Councillors' reports for information (items raised for decision will appear on the agenda for the next meeting).
20/007	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).
20/008	To receive a report from Ottery Help Scheme regarding <ul style="list-style-type: none"> • services available to West Hill residents • projects previously supported by WHPC: Teenagers Mental Health project & Dementia Alliance project
20/009	To consider a grant application from Re-engage
20/010	Planning applications received 19/2677/FUL The Reddings, Higher Broad Oak Road Applicant: Mr& Mrs Gingell Demolition of an existing side extension and garage and construction of replacement two storey side extension and carport; replacement of flat roof of existing front dormer window with pitch roof, replacement of cladding

	<p>19/2701/FUL Little Copse, Lower Broad Oak Road Applicant: Mr Rea Construction of single storey side extension and rear/side decking. Provision of cladding to front.</p> <p>19/2791/CPL Shepherds Cottage, Bendarroch Road Applicant Mr Clarke Certificate of lawful development for conservatory extension</p> <p>19/2697/VAR Rylands, Hawkins Lane Applicant Mr Shepherd Variation of condition 2, 3 and 4 of planning permission 19/0211/FUL to allow alterations to the window on west elevation, roof windows to west and east to be non obscured and openable, and screen on east side of terrace changed to blockwork</p>
20/011	<p>Planning decisions received for information (*denotes WHPC differed)</p> <p>19/2460/TRE 23 Moorlands Approved 19/2302/FUL 15 Moorlands Approve 19/1654/CPE Fair Acre, Lower Broad Oak Road Decided (Approved)</p>
20/012	<p>TPO notifications – for information</p> <p>19/0066/TPO Land at Broad Hayes, Toadpit Lane 19/0049/TPO Land to the west of Catalpa, Bendarroch Road 19/2708/PRETDD Mulberry House, School Lane 19/2709/PRETDD 1 Hayes End</p>
20/013	<p>Planning: Updates and matters arising since the last meeting</p> <ol style="list-style-type: none"> 1. AONB review – to consider a request from Ottery St Mary Town Council 2. Neighbourhood Plan Survey – request from The University of Reading to complete a Government commissioned research survey. 3. Ottery Regeneration Working Group - to consider a request from OSMTC to support the projects. (Briefing note previously circulated) 4. Comments invited - Otterton Neighbourhood Plan 5. Comments invited - Amendments to Membury Neighbourhood Plan

Open Spaces Working Group

20/014	<p>Updates on actions and matters arising from the last meeting</p> <ol style="list-style-type: none"> 1. Grounds Maintenance 2020-2021 contract 2. Grounds Maintenance 2019 – outstanding invoice & HMCEF grant monies 3. Broadoak Plantation broken gate & fallen tree 4. Landmark Tree 5. Playpark – Control of dogs 6. Special Trees of West Hill survey and report
20/015	<p>To approve the advert and specification for the Lengthsman 2020-21 contract. To agree submitting a grant application for Lengthsman funding to the DCC Highways Maintenance Community Enhancement Fund</p>
20/016	<p>To receive an update on installing a picnic bench in Broadoak Plantation</p>
20/017	<p>To receive an update on DCC Highways issues raised at the 3rd December meeting.</p>

Finance Working Group: no matters to report

People and Policy Working Group

20/018	<p>To receive an update from the People and Policy Working Group (report previously circulated)</p> <ol style="list-style-type: none"> a. Proposed website changes : Seek approval to request a quote from Cosmic b. WHPC mailing list - GDPR - mailing list authorisation c. WHPC listing on WHOIS has been updated with clerk 's email details
20/019	<p>To review the December newsletter</p> <ul style="list-style-type: none"> • Feedback from residents • Distribution • Future newsletters?

Other Matters

20/020	<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"> • Layout and design commissioned from PJA Traffic Consultants. • To discuss Plans for public consultation including leaflets, Village Hall public session. • To approve the budget for reports to support the planning application <ul style="list-style-type: none"> ○ Road safety report ○ Ecology report ○ Tree report 2. Speed cameras and Vehicle Activated Signs (VAS) (paper previously circulated) <ul style="list-style-type: none"> • To receive feedback from the meeting with West Hill Community Speedwatch • To receive an update on suggested VAS locations and feedback from Highways • To consider personnel requirements to regularly move the sign between locations. • To discuss next steps, budget and options for funding.
20/021	<p>To receive an update on the Broadband project and discuss next steps (incl mailing list, timescales).</p>
20/022	<p>To consider the request for additional Defibrillators and Community First Responders.</p>
20/023	<p>Updates on actions and matters arising from the last meeting</p> <p>Actions</p> <ol style="list-style-type: none"> 1. Roadside Adverts – get update from Enforcement Clerk 2. Planning Enforcement West Hill Road 3. Research additional Deposit Account providers Ongoing <p>Other matters</p> <ol style="list-style-type: none"> a. WHPC workshop on 13th January b. Lynton & Lynmouth Fire Service cuts – have asked WHPC to support their request for a judicial review . c. Exeter Airport Consultative Committee - update from recent meeting d. Correspondence from residents
20/024	<p>Finance and invoice tracker</p>

	<p>Invoices received – for approval:</p> <ol style="list-style-type: none"> 1. Clerk claim for expenses (Nov) <p>Paid invoices – for information:</p> <ol style="list-style-type: none"> a. Frontline Consulting – meeting observation and feedback b. West Hill Village Hall – room bookings (Nov) c. <p>To receive the bank reconciliation for December, plus Dec YTD v Budget report</p>
20/025	<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>
20/026	<p>Next meeting:</p> <p>To confirm the date of the next meeting which is scheduled for Tuesday 4th February 2020 or Tuesday 21st January 2020 to meet Planning Application deadlines (if required)</p>

Signed: *Anne Oliver*, Clerk to the Council

2nd January 2020