

West Hill Parish Council

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1st 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 Tuesday 7th December 2021 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 6th December 2021**. 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)
21/293	Welcome and Chairman's announcements Newly elected Cllr Peter Bennett to sign Councillor documents.
21/294	Apologies. To receive apologies and approve reasons for absence.
21/295	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.
21/296	District and County Councillors' reports for information (items raised for decision will appear on the agenda for the next meeting)
21/297	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).
21/298	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.
21/299	<p>Minutes</p> <ol style="list-style-type: none"> To approve the minutes of the Ordinary Parish Council meeting on 2nd Nov 2021. To approve the minutes of the Extraordinary Parish Council meeting on 9th Nov 2021.
21/300	<p>Planning Applications received</p> <p>21/2933/FUL Timbers Lower Broad Oak Road EX11 1UF Applicant Mrs W Andrews Two storey front/side extension and single storey rear extension, addition of a carport and rear dormer.</p> <p>21/1688/MFUL Land South Of Lily Cottage Exeter Road, Whimple Applicant Motor Fuel Group Roadside Service Area (RSA), including a Petrol Filling Station (PFS) comprising of a forecourt sales building, canopy, separate HGV and Car fuel pumps and underground storage tanks and a new Class E/Sui Generis drive-thru restaurant alongside associated car, coach and HGV parking, landscaping and off-site highway works on the B3174.</p> <p>21/2968/FUL Northwood Bendarroch Road EX11 1TS Applicant Mr & Mrs G Chamberlain Single storey rear extension</p> <p>21/2989/FUL Little Glade West Hill Road EX11 1TU Applicant Hill Erection of a single replacement two-storey dwelling.</p> <p>21/2908/FUL 8 Pinefields Close EX11 1XL Applicant Mr & Mrs Basnett Construction of single storey rear extension, garage conversion and raised patio.</p> <p>To confirm applications considered and Consultee comments submitted under Delegated Powers (in order to meet Planning deadlines):</p> <p>21/2814/TRE Hideaway Bendarroch Road EX11 1JY Applicant Ms T Northcott Various tree works</p> <ul style="list-style-type: none"> Councillors supported the application <p>21/2886/FUL Cherry Cottage, School Lane EX11 1TX Applicant Mrs R Jewell Erection of a 12ft garden office with apex roof (maximum elevation 3m).</p> <ul style="list-style-type: none"> Cllrs supported the application <p>21/2835/FUL Halfway Inn Aylesbeare Exeter EX5 2JP Applicant Mr G Vooght New equestrian shop within existing building with alteration to fenestration along with new storage building, external parking, compound, landscaping, and external works. Existing bridal boutique to become take-away food outlet. New pet store and dog grooming building.</p> <ul style="list-style-type: none"> Councillors supported, in principle, the re-development of the existing building but recommended refusal of the additional buildings and substantially larger car park.
21/301	<p>EDDC Planning decisions received for information (*denotes WHPC differed)</p> <p>21/2651/FUL 1B Hillside Bendarroch Road EX11 1TT Approved Construction of dormer window to rear</p> <p>21/2439/TRE Moondarra Ford Lane EX11 1XE Approved Various tree works</p> <p>21/2253/FUL Brooklands Ford Lane EX11 1XE Approved</p>

	Single storey rear and side extensions
21/302	Planning matters: To receive feedback from 1. EDDC Strategic Planning Committee (Local Plan) Meeting 9 th Nov-21 2pm (next meeting 14 th Dec-21). 2. DCC Development Management Committee 1 st Dec-21 - Straitgate Quarry application.

Committee & Working Groups

21/303	People and Policy Working Group: To approve a new Council document - New Councillor Induction Guide.
21/304	Finance Working Group: To consider a draft 2022-23 WHPC Plan, Budget and Precept.

Other Matters

21/305	WHPC Councillor Vacancy: To approve the process and timetable for co-option to fill the remaining Cllr vacancy.
21/306	Coronavirus: To consider latest Government guidance, local case rates and community needs.
21/307	Clerks Report: 1. To confirm decisions taken under Delegated Powers: a. Purchase of name badge for new Cllr £9.07 b. Donation to RBL Poppy Appeal £50.00 for Remembrance Wreath 2. WHPC - Action points from previous meetings 3. Matters arising a. Resident Communications - Request for memorial tree b. Public Footpath 7 – Japanese Knotweed 4. Any urgent matters arising.
21/308	Grant Application: To consider a grant application by TRIP Community Transport Association for support services to West Hill.
21/309	WHPC Lengthsman: To appoint a contractor for 2022.
21/310	Public Consultation: To consider a response to the Devon and Somerset Fire and Rescue Service consultation (Community Risk Management)
21/311	Street Trading Licence: To consider an application to EDDC for a weekly mobile catering van (pizzas) at the RBL/School Lane.
21/312	Highways matters: 1. To consider the purchase of a 2nd Vehicle Activated Sign device. 2. To consider a proposal for a pedestrian safety campaign. 3. To receive feedback from a. DCC Highway and Traffic Orders Committee (HATOC) meeting on 12 th November. (B3180) b. Highways Parish & Town Council Conferences 2021
21/313	WHPC Complaints Policy: To receive an update on item 21-190
21/314	Police Matters: To receive the monthly West Hill crime stats (Oct 2021) (for information)
21/315	For information: a. OPCC Cllr Advocate Scheme b. Cranbrook CSG

21/316	WHPC Newsletter: To consider arrangements for the next WHPC newsletter.
21/317	<p>Finance and Invoices Tracker Invoices received for approval:</p> <ol style="list-style-type: none"> 1. Clerk - claim for monthly expenses (incl Microsoft 365 monthly subscription) £87.35 2. Clerk – claim for stationery expenses (printer toner) £135.77 3. Cllr A Cook - claim for printing costs £1.40 4. Pro Lawn Garden Services – Cleaning Bus Shelter £24.00 5. Pro Lawn Garden Services – Grass cutting £68.40 6. Pro Lawn Garden Services – VAS Transfer (Oct/Nov) £91.20 7. Royal British Legion – Donation for Remembrance Wreath £50.00 <p>To confirm payments made under Delegated Powers:</p> <ol style="list-style-type: none"> a. Abalone Graphics – Councillor name Badge £9.07 <p>To receive: 2021-22 Finance Tracker, Bank reconciliations 2021, CIL/S106 summary</p>
21/318	<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>
21/319	<p>Next meeting: To confirm arrangements for the next WHPC meeting. To allow for Bank Holidays over the Christmas period the date of the next meeting is scheduled for</p> <ul style="list-style-type: none"> • WEDNESDAY 5th January 2022, 7.30pm at the Village Hall <p>with the agenda issued on Wednesday 29th December.</p>

Signed: *Anne Oliver*, Clerk to the Council, 1st Dec 2021