

West Hill Parish Council

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

1st Sep 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 September 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 September 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.

In addition, Cllrs and members of the public are requested to carry out a Covid lateral flow test on the day of the meeting. [Order coronavirus \(COVID-19\) rapid lateral flow tests - GOV.UK \(www.gov.uk\)](https://www.gov.uk/order-coronavirus-covid-19-rapid-lateral-flow-tests)

Anne Oliver, Clerk to the Council

AGENDA – ORDINARY MEETING OF THE PARISH COUNCIL

Item (a)	Discussion and decisions (b)
21/098	Welcome and Chairman's announcements
21/099	Apologies. To receive apologies and approve reasons for absence.
21/100	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.
21/101	District and County Councillors' reports for information (items raised for decision will appear on the agenda for the next meeting)
21/102	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).

21/103	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.
21/104	Minutes 1. To approve the minutes of the Ordinary Parish Council meeting on 3 rd Aug 2021.
21/105	<p>Planning Applications received</p> <p>21/2115/FUL Kayandee, Hawkins Lane EX11 1XG Applicant Mr+Mrs Munns Proposed rear extension to kitchen with replacement to existing utility.</p> <p>21/2207/FUL Village Hall, Beech Park EX11 1UQ Applicant West Hill Parish Council Installation of pedestrian access.</p> <p>21/2253/FUL Brooklands, Ford Lane EX11 1XE Applicant Ms E Goodier Single storey rear and side extensions.</p> <p>21/2304/TRE 20 Moorlands, EX11 1UL Applicant Mr Seale G1 - Two Birch - reduce in height by 1- 2m and re-shape to leave a natural form. Reason to allow more light into the house and garden.</p> <p>For information 21/2067/PRETDD 19 Moorlands, EX11 1U Urgent tree works</p> <p>Considered and supported applications under Delegated Powers:</p> <p>21/1950/FUL Straitgate Farm Exeter Road EX11 1LG Erection of livestock building</p> <p>21/1951/VAR Straitgate Farm Exeter Road EX11 1LG Variation of condition No. 8 (Landscaping) of planning permission ref: 16/1190/FUL to allow for an integration of other proposals by softening the development as a whole and removing roadside planting to improve visibility (Retrospective)</p> <p>21/1954/FUL Straitgate Farm Exeter Road EX11 1LG Erection of livestock housing</p> <p>21/1955/FUL Straitgate Farm Exeter Road EX11 1LG Erection of an agricultural storage building</p>
21/106	<p>EDDC Planning decisions received for information (*denotes WHPC differed)</p> <p>21/1720/TRE 10 Warren Park EX11 1TN Status: Spilt Decision Multiple tree works</p> <p>21/1635/FUL 11 Warren Close EX11 1XB Status: Approved Raising of existing roof to form additional floor and single storey side extension</p> <p>21/1565/OUT Elsdon House (Land At Orchard Cottage) Elsdon Lane Status: Approved Outline planning permission for a proposed single storey detached dwelling (all matters reserved)</p> <p>21/1364/FUL 12 Ashley Brake EX11 1TW Status: Approved Proposed first floor side extension above existing garage/car port. Proposed single storey rear extension. Proposed installation of roof windows to side elevation.</p>

	<p>21/0872/FUL The Pines Toadpit Lane EX11 1TR Status: Approved Construction of new detached double garage and storeroom involving demolition of existing cottage</p> <p>21/1842/TRE 19 Hayes End West Hill EX11 1GG Status: Decided Various tree works</p>
21/107	<p>TPO notifications - for information</p> <p>21/0029/TPO Land at and adjacent to Hayes End Provisional order to be confirmed</p>
21/108	<p>Planning matters: To receive an update on Strategic Planning Committee/Local Plan Review (if any).</p>

Committee & Working Groups

21/109	<p>Traffic Study Working Group:</p> <ol style="list-style-type: none"> To receive an update on the Planning Application for proposed pedestrian link to the Village Hall To approve a letter to residents regarding parking and road safety on Bendarroch Road. To receive an update on additional sites for VAS on West Hill Road (if available).
21/110	<p>Slide Working Group:</p> <ol style="list-style-type: none"> To receive an update on the project timetable and consultation with Playpark users To approve the survey questionnaire.
21/111	<p>People and Policy Working Group</p> <ol style="list-style-type: none"> To confirm arrangements for the West Hill Community Survey 2021.

Other Matters

21/112	<p>Coronavirus: To consider recent Government Covid announcements (if any) and their impact on WHPC: (EDDC decision) Covid numbers:</p> <ol style="list-style-type: none"> To review the WHPC Risk Assessment for in-person Council meetings and approve amendments as required. To consider the venue for future meetings in 2021 (Acorn/Beech Room). To review local Covid statistics, local support required and possible actions (if any).
21/113	<p>Clerks Report:</p> <ol style="list-style-type: none"> To confirm decisions taken under Delegated Powers: WHPC - Action points from previous meetings Matters arising <ol style="list-style-type: none"> 2nd Half 2021-22 Precept received Lengthsman – to approve verge cutting (Sep) as per contract Lengthsman – Bus shelter Memorial Bench School Fete - arrangements Village Hall Hire Any urgent matters arising.
21/114	<p>WHPC Newsletter: To approve the September newsletter, costs and confirm arrangement for distribution.</p>
21/115	<p>Grant Application - St Michael's Village Welcome Packs</p> <ol style="list-style-type: none"> To consider a grant application. To approve a St Michael's/WHPC covering To approve the WHPC inserts for the Welcome Pack

21/116	DALC Conference 5th-7th October: To consider WHPC attendance at the event.
21/117	Queens's Platinum Jubilee 2022: To receive feedback from village groups and to consider how WHPC/West Hill could mark the Jubilee.
21/118	Police Matters: To receive the monthly West Hill crime stats (Jul 2021) (for information)
21/119	Freedom of Information (FOI): To note the response to the FOI request.
21/120	Councillor Training: To receive an update on arrangements for a dedicated training session (Oct-21) and to approve costs.
21/121	Confidential Item: Community Land
21/122	Monitoring Officer: To receive an update on the complaint against WHPC submitted to EDDC in 2020.
21/123	WHPC Wildflower Challenge: To receive an update on entries and category winners.
21/124	West Hill Tree Trail leaflet: To discuss the proposal to publish a Village Tree Trail leaflet.
21/125	Lower Broadoak Road: To receive a report on damage to verges.
21/126	<p>Finance and Invoices Tracker Invoices received for approval:</p> <ol style="list-style-type: none"> 1. Clerk - claim for expenses (incl Microsoft 365 monthly subscription) £63.48 2. Clerk –Microsoft 365 annual renewal £45.00 3. Clerk - Planning Application + Plans £180.64 4. PLG Services – Playpark Maintenance £68.40 5. PLG Services – VAS transfers (Aug) £91.20 6. PLG Services – playpark maintenance incl hedges £159.60 7. Village Hall room bookings (Aug) £12.40 <p>Transfer between WHPC Accounts for approval</p> <p>To receive: 2021-22 Finance Tracker, Bank reconciliations 2021, CIL/S106 summary</p>
21/127	<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>
21/128	Next meeting: To confirm the date of the next meeting at the Village Hall which is scheduled for Tuesday 5 th October 2021, 7.30pm at the Village Hall.

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