

West Hill Parish Council

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

To Members of The Open Spaces Committee of West Hill Parish Council

19th February 2020

You are duly summoned to attend the next meeting of the **OPEN SPACES COMMITTEE** to be held at **1.00pm on Tuesday 25th February 2020** at The Narthex, St Michael's, Bendarroch Road.

Anne Oliver, Clerk to the Council

AGENDA

Item (a)	Discussion and decisions (b)
20/001	Welcome and Election of Chairman
20/002	Election of Vice-Chairman
20/003	Apologies. To receive apologies and approve reasons for absence.
20/004	Public question time (3 minutes) From 1.00pm residents are invited to give their views and question the Open Spaces Committee on issues on this agenda, or raise issues for further consideration at the discretion of the Chairman, before the start of the Open Spaces Committee meeting. Members of the public may not take part in the Committee meeting itself.
20/005	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).
20/006	To review the Highways guidance advisory note regarding resident's responsibility for ditches, verges & hedges and to consider any implications for West Hill.
20/007	To consider a proposal from West Hill's Snow Warden to address 2019 snow gritter failures. <ul style="list-style-type: none"> • Is West Hill registered on Highways Snow Warden Scheme? • Consider fee proposals • West Hill Snow Plan – this document should identify which areas are covered.
20/008	To receive a Clerk's Report on actions and matters arising from the last meeting Actions <ol style="list-style-type: none"> 1. Village Lengthsman – contract has been signed. Invoice process agreed. 2. Footpaths – Annual Survey and P3 Grant Application submitted 3. Litter/Dog Waste Bins – collections increased to 3 times per week. Other matters <ol style="list-style-type: none"> a. Any urgent matters arising.

20/009	<p>Lengthsman</p> <p>a. To approve the Grant application to Highways Maintenance Community Enhancement Fund.</p>
20/010	<p>Playpark:</p> <p>a. To receive the WHPC Annual Inspection Report carried out by Cllr AT & Clerk and to agree actions required.</p> <p>b. To review quotes for the installation of a Picnic Bench in the Playpark and agree recommendation to Full Council.</p>
20/011	<p>Broadoak Plantation</p> <p>a. Picnic benches: To receive an update on</p> <ul style="list-style-type: none"> • the installation of picnic benches (agreed at Full Council 4th February min 20/043) • Maintenance of the Glade and work on the decaying tree in the Glade. <p>b. Noticeboards & dog code notices: To receive an update on the installation of notices in Broadoak.</p>
20/012	<p>Landmark Tree</p> <p>a. To consider arrangements for the Landmark Tree planting in Courtfield Close on Monday 23rd March at 9.30am. To include</p> <ul style="list-style-type: none"> • Planting • Attendees • Letter to residents in Courtfield Close. • Publicity
20/013	<p>Himalayan Balsam</p> <p>a. To receive an update on the 2020 Plan to clear Himalayan Balsam along West Hill Road.</p> <p>b. Grant Application: To consider a Grant application to Highways Maintenance Community Enhancement Fund.</p>
20/014	<p>Trees</p> <p>a. To consider a proposal to cross-check the trees listed in the Special Trees of West Hill Report (or sections of the list) against EDDC's schedule of TPOs.</p>
20/015	<p>Finance and invoice tracker</p> <p>Invoices received – for approval:</p> <ol style="list-style-type: none"> 1. St Michael's – room bookings Invoice to be paid monthly @ £15 per month <p>Paid invoices – for information:</p> <ol style="list-style-type: none"> a. n/a <p>Budget report and tracker 2020/2021</p>
20/016	<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>
20/017	<p>Next meeting:</p> <p>To confirm the date of the next meeting which is scheduled for Tuesday 31st March 2020.</p>

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