

**WEST HILL PARISH COUNCIL  
MINUTES OF THE PARISH COUNCIL MEETING  
HELD ON 16<sup>th</sup> March 2021 AT 7.30PM**

**\*\* The meeting was held by video-conference due to the Covid-19 situation**

Present:	Chairman Cllr Margaret Hall (MH), Cllr Alison Carr (AC), District Cllr/WHPC Cllr Jessica Bailey (JB), Cllr Della Cannings (DC), Cllr Margaret Piper (MP), Cllr Amanda Townsend (AT), Cllr Alan Cook (ABC)
In attendance: Apologies received from:	Anne Oliver Parish Clerk, one member of the public attended the meeting DCC Cllr Claire Wright (CW)

**AGENDA – ORDINARY MEETING OF THE PARISH COUNCIL**

Item (a)	Discussion and decisions (b)
<b>21/098</b>	<b>Welcome and Chairman’s announcements</b> The meeting started at 7.30PM. The Chair MH welcomed everyone and reminded everyone that the meeting was being sound recorded.
<b>21/099</b>	<b>Apologies.</b> To receive apologies and approve reasons for absence. Apologies were received from DCC Cllr Claire Wright.
<b>21/100</b>	<b>Public question time (3 minutes)</b> 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. No members of the public asked to speak.
<b>21/101</b>	<b>Declarations of Interest</b> <ol style="list-style-type: none"> <li>a. Register of Interests: Councillors are reminded of the need to update their register of interests.</li> <li>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).</li> </ol> <p>Cllr JB declared an interest as a District Cllr and a member of the Planning Committee. She stated she would not take part in the planning agenda item 21/103 and should any of these applications subsequently come to EDDC planning committee she will approach them with an open mind and will not be predetermined. She will examine any such applications based on the final report and having seen and heard all of the arguments presented to me.</p> <p>Cllrs MH, ABC, AC, DC, AT, MP no interests declared. All noted and accepted</p>
<b>21/102</b>	<b>Confidential/exempt items. In consideration of the Public Bodies (Admission to Meetings) Act 1960</b> (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. <b>N/A</b>
<b>21/103</b>	<b>Planning Application Received</b>  <b>21/0213/FUL</b> South West Highways Rockbeare Hill EX5 2HB Applicant Mr D Walker (SW Highways) Construction of concrete base and installation of open storage bay and covered storage area for the management of hazardous waste on northern part of site; construction of concrete base for open storage area to southern part of site for storage of non-hazardous waste management.

Councillors noted that they were consulted as a neighbouring parish. They noted and supported the consultee comments from the Environment Agency, Contaminated Land Officer and DCC Flood Risk Management team, but had no other comments to add.

**21/0523/TRE** 18 Eastfield West Hill EX11 1XN Applicant Mrs J Morgan  
T1 and T2 Oak: Remove large dead branches and crown raise to 3m over drive. T3 Oak: Prune to give 3m clearance to property -Reason: To increase clearance over drive and to property. T4 Oak: Reduce height by 4-5m and install rigid cable brace between two stems - Reason: Included bark union between two stems. Replacement of ageing and inadequate cable bracing.

Councillors considered there was insufficient information and justification for the proposed works, and this makes it difficult to comment. For T1 and T2, the crown raising to 3m seemed excessive. For T4, the height reduction seemed excessive and would affect the amenity of the area.

**21/0616/TRE** 15 Hayes End West Hill EX11 1GG Applicant Mr T Bragg  
T1 Oak: Crown raise Oak tree to give 1.75m above ground level. Reduce via thinning lowest primary limb to east (with large split) by 30% leaf area. Reason: To increase clearance over lawn and to remove weight from split limb.

Councillors considered that there was insufficient information and justification for the proposed works, and this makes it difficult to comment. It would be helpful to supply a photo to show the proposed works.

**20/2542/FUL** Straitgate Farm Exeter Road Ottery St Mary EX11 1LG Applicant Aggregate Industries UK Limited  
New access to the B3174 Exeter Road to provide a livestock crossing incorporating holding pens (amended application)

A Road Safety Audit has been submitted. Councillors expressed concerns about the accuracy and adequacy of this:

- 1) The Audit was carried out at 11am during a period of lockdown. This does not give an accurate picture of the traffic in normal non-lockdown times, and at peak times of travel for commuters, schoolchildren and commercial traffic.
- 2) The Auditor's understanding was that "No additional livestock movements are proposed and crossings will occur at broadly similar frequencies and times of day as at present". This is incorrect. Currently there are very few livestock movements, but the purpose of the proposed crossing is to facilitate a crossing point for the dairy herd at Straitgate Farm, which will be needed if quarrying starts at Straitgate farm. The dairy herd will need to cross the B3174 4 times a day to and from the milking parlour at Straitgate Farm. The time taken for each crossing is stated to be up to 45 minutes and needs to occur at 7.30am, 10am, and in the late afternoon. These times will coincide with peak traffic times. This is an entirely different situation and usage which has not been properly assessed by the RSA.
- 3) With regard to the proposed amber flashing lights, the guidance states that "such signage is not intended as a solution for anticipated problems...where at other sites the movement of cattle would frequently obstruct traffic for a period of more than three minutes". As the proposed crossing is to facilitate cattle crossing four times a day, taking up to 45 minutes per time, this is clearly outside the criteria laid down in the guidance.

Councillors continue to object to this application.

Cllrs agreed to send a copy of these comments to Highways to inform their consideration of the application.

	<p><b>21/0561/FUL</b> Land At Orchard Cottage Elsdon Lane EX11 1UA Applicant Mr G Moore Construction of a detached bungalow with integral garage</p> <p>Councillors objected to this application. Although the site is within the BUAB, and development is acceptable in principle, it was felt that the site is cramped, and with too small a garden, and is out of character for the area. This is contrary to Policies NP3 (Infill, Backland and Residential Garden Development) and NP26 (West Hill Design) of the Ottery St Mary and West Hill Neighbourhood Plan.</p> <p>The design was felt to be boring and not in keeping with Policy NP2 (Sensitive, High Quality Design) of the Neighbourhood Plan.</p> <p>It was noted that the proposed building is directly over a foul sewer serving the adjacent property, Birchleigh, and this would need to be considered.</p> <p>If the Planning Authority is minded to approve this application, councillors requested that all surfaces should be permeable, also that the boundary fences should be replaced with hedges or Devon banks including native species, as specified in Policy NP26 (West Hill Design) of the Neighbourhood Plan.</p>
<p><b>21/104</b></p>	<p><b>Planning decisions received</b> for information (*denotes WHPC differed)</p> <p><b>21/0046/TRE</b> Broad Oak Plantation Higher Broad Oak Road West Hill - Approved*</p> <p><b>20/2647/FUL</b> 11 Eastfield - Approved</p> <p><b>20/1857/OUT</b> Little Glade West Hill Road – Refused Noted</p>
<p><b>21/105</b></p>	<p><b>TPO notifications</b> - for information</p> <p><b>21/006/TPO</b> Little Glade, West Hill Road (Provisional) Noted</p>

### Committee & Working Groups

<p><b>21/106</b></p>	<p><b>Traffic Study Working Group</b></p> <p>a. <b>To receive</b> an update from the Joint WHPC/Village Hall Working Group on a new pedestrian access to the Village Hall:</p> <ol style="list-style-type: none"> <li>i. Design</li> <li>ii. Public Consultation</li> <li>iii. Memorandum of Understanding</li> </ol> <p>Cllr MH reported in a working group meeting with representatives of the Village Hall Trustees (VHT). The meeting made good progress:</p> <ol style="list-style-type: none"> <li>a. The design of the path was agreed</li> <li>b. The methodology and content of the Public Consultation was agreed, including a leaflet to be sent on behalf of both parties to each house in the village.</li> </ol> <p>Cllrs agreed the Traffic Study working group would continue to liaise with VHT reps to finalise a Memorandum of Understanding. A progress update will be reported to the next Council meeting on 6h April.</p>
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### Other Matters

<p><b>21/107</b></p>	<p><b>Children’s Playpark:</b> To receive an update on an equipment supplier’s review.</p> <p>Cllr AT reported several equipment suppliers have been asked to give an initial assessment of the feasibility of installing a slide in the playpark.</p>
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	<p>Cllrs agreed to create a Working Group (WG) (Cllrs ABC, AT, AC) to research the feasibility of installing additional equipment in the Playpark and make a recommendation to Full Council in due course as per Standing Orders/Financial Regulations:</p> <ul style="list-style-type: none"> <li>• The WG will do some scoping work using the information they have gathered from the meetings with suppliers and the meeting with Dave Cook (EDDC). This should consider the feasibility of installing additional equipment, in particular a slide, and consideration of installing an all-weather surface and any improvements to drainage.</li> <li>• The WG should then present a proposal to Full Council.</li> <li>• If agreed in principle, Council will agree a budget, then the various suppliers will be asked for tenders/quotes, in accordance with Standing Orders/Financial Regulations.</li> </ul>
21/108	<p><b>Clerks Report: Actions and matters arising from the last meeting</b></p> <ol style="list-style-type: none"> <li>1. <b>Actions, incl outstanding action</b></li> <li>2. <b>Matters arising</b> <ol style="list-style-type: none"> <li>a. Resident communication</li> <li>b. Any urgent matters arising.</li> </ol> </li> </ol> <p>The new noticeboard has been installed on the bus shelter and is now in use.</p>
21/109	<p><b>Finance and Invoices Tracker</b> Invoices received for approval:</p> <ol style="list-style-type: none"> <li>1. Lengthsman: PLG Services: VAS transfers £91.20</li> <li>2. PJA Traffic Consultants: Sketch Design + Design &amp; Access Statement £1,200</li> <li>3. Creative Solutions: Noticeboard £227.39</li> </ol> <p>Additional Invoices</p> <ol style="list-style-type: none"> <li>4. Lengthsman: PLG Services: Grass cutting £68.40</li> <li>5. Lengthsman: PLG Services: installation of noticeboard £51.40</li> </ol> <p>All 5 invoices noted and approved</p>
21/110	<p><b>Councillors questions, reports and items for future agenda</b> 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> <p><b>Broadband:</b> Cllrs JB/MH had recently held meetings with Openreach and Jurassic Fibre (JF) seeking to clarify their full fibre broadband plans for West Hill.</p> <ol style="list-style-type: none"> <li>a. It appears that Openreach will not cover all parts of the village. Initially they will serve the easier to reach parts of the village. Timescales for extending this coverage were not given and may be lengthy.</li> <li>b. Jurassic Fibre have agreed to re-consider their roll-out plans given the information now available from Openreach. Cllrs await an update from Jurassic Fibre.</li> </ol> <p>Cllrs are aware that roll out plans are commercial decisions. They agreed to continue to liaise with providers but acknowledge that some parts of the village may not be served by full fibre broadband for some years.</p> <p>Once WHPC has received further feedback from JF an update would be included in the next newsletter, if received in time, circulated to the mailing list and posted on the website etc.</p> <p><b>Wildflowers:</b> Cllr DC reminded Cllrs to continue to publicise the Wildflower challenge. To date approximately 200 seed packets have been distributed.</p>
21/111	<p><b>Next meeting:</b> To confirm the date of the next meeting (by video-conference) which is scheduled for Tuesday 6<sup>th</sup> April 2021.</p>

Meeting closed 20.14pm

Signed: Anne Oliver, Clerk to the Council, 17<sup>th</sup> March 2021