

**WEST HILL PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING
HELD ON 17th November 2020 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, no members of the public attended the meeting DCC Cllr Claire Wright (CW)

AGENDA – ORDINARY MEETING OF THE PARISH COUNCIL

Item (a)	Discussion and decisions (b)
20/376	<p>Welcome and Chairman’s announcements</p> <p>The meeting started at 7.30PM. The Chair MH welcomed everyone and reminded everyone that the meeting was being sound recorded.</p>
20/377	<p>Apologies. To receive apologies and approve reasons for absence. Apologies were received from DCC Cllr Claire Wright.</p>
20/378	<p>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. No matters raised.</p>
20/379	<p>District and County Councillors’ reports for information (items raised for decision will appear on the agenda for the next meeting)</p> <p>District/WHPC Cllr JB reported</p> <ol style="list-style-type: none"> 1. Otter Nurseries have kindly offered to deliver Christmas Lunches to people who could have attended the Xmas Lunch in Ottery St Mary. This was cancelled due to Covid-19 restrictions. It was agreed to contact the organisers and promote the initiative to West Hill residents. (MH/Clerk)
20/380	<p>Declarations of Interest</p> <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 in items on the agenda and their nature (Councillors with DPIs must leave the room for the relevant items). <p>Cllr JB declared a personal interest as an East Devon District Cllr.</p>
20/381	<p>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. n/a</p>

20/382	Planning applications received - N/A
20/383	<p>Planning decisions received for information (*denotes WHPC differed)</p> <p>20/2115/FUL 9 High Bank EX11 1XX Approved Single storey side extension to form new double garage and annex.</p> <p>20/2113/FUL 3 Warren Park West Hill EX11 1TN Approved Construction of porch to front door.</p> <p>20/2096/TRE Malmvall 1 Birch Grove EX11 1XP Approved Various tree works Noted</p>
20/384	TPO notifications - n/a

Committee & Working Groups

20/385	<p>Traffic Study Working Group</p> <p>To receive a Traffic Study update from the Joint Working Group on a new pedestrian access to the Village Hall and agree further actions.</p> <p>Cllr MH gave an update on the 12th November meeting between Village Hall representatives and PJA Traffic Consultants (attended by the Parish Clerk). The Village Hall reps found the meeting useful and welcomed the opportunity to</p> <ul style="list-style-type: none"> • discuss their remaining questions and concerns regarding the path layout, lighting and roadside guardrail. • understand the building regulations governing the scheme. <p>Minutes of the meeting were circulated to Councillors prior to the WHPC meeting.</p> <p>Some changes to the design were agreed in principle, including the length of the guardrail and further changes may be required as the Village continue to prefer a curved path for aesthetic reasons. They will submit their preferred layout to PJA for consideration and have asked for a further meeting with PJA to discuss this.</p> <p>Cllrs were frustrated with the ongoing delay and expressed their concern with the number of plan iterations and the associated costs. Whilst Cllrs had previously agreed to fund the work required to prepare the design and planning application they had not envisaged the revisions requested by the Village Hall Trustees. Cllr MH confirmed she had advised the Village Hall of Cllrs concerns and reminded them of WHPC's duty regarding public money.</p> <p>Cllr ABC supported the PJA advice that the planning application review will primarily focus on the proposed new access onto West Hill Road rather than the detail of the path on Village Hall site. Further detailed plans will be required in due course before construction. The current design met regulations.</p> <p>Cllrs agreed to</p> <ul style="list-style-type: none"> • fund one, and only one, further revision of the design. • fund one, and only one, design meeting (Village Hall/PJA) • to disclose detailed project costs with the Village Hall representatives.
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Other Matters

20/386	<p>Covid-19:</p> <ol style="list-style-type: none"> 1. To consider the impact of any recent Government Covid-19 announcements. 2. To consider DCC Covid-19 fund and other sources of funding.
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	<p>3. To receive feedback on the re-launch of the Help Scheme</p> <p>No further Government Cov-19 announcements have been made that required the Council to take action.</p> <p>Cllrs anticipated that Help Scheme costs would continue to be very low and confined to newsletter distribution. In view of this agreed not to seek grant funding.</p> <p>Since the Help Scheme was re-launched on 5th November the Clerk had received 2 calls for prescription collections but no further requests for help.</p>
20/387	<p>To receive an update on Remembrance Sunday 2020.</p> <p>The Clerk reported on this year's Remembrance events. The community had been advised that the public events had been cancelled, however approx.12 -15 members of the public (socially distanced) attended the War Memorial for the two minutes silence on Sunday 8th Nov.</p> <p>The Clerk laid a Remembrance wreath on behalf of the Council.</p>
20/388	<p>Clerks Report: Actions and matters arising from the last meeting</p> <p>1. Actions, incl outstanding action</p> <p>2. Matters arising</p> <p>a. Resident communication</p> <p>b. Any urgent matters arising.</p> <ul style="list-style-type: none"> • Police Inspector Weekes will be attending the WHPC meeting on 1st December. Cllrs agreed issues to discussed: <ul style="list-style-type: none"> ○ Resourcing 2020 and future plans. ○ Policing priorities ○ How to improve Police-WHPC communication and support ○ Feedback on 2020 issues ○ Crimes not reported to Police • Jurassic Fibre have issued a press release and expect to "go live" in West Hill 1st quarter 2021. • The Devon Community Resilience Forum will take place on 2nd-3rd Dec • The Royal British Legion West Hill branch have applied to vary their licensing agreement. <p>It was agreed to put this on the WHPC agenda for 1-Dec</p>
20/389	<p>Finance and Invoices Tracker</p> <p>Invoices received for approval:</p> <ol style="list-style-type: none"> 1. Project Cosmic – website accessibility amendments £576 2. Breakthrough Communications – Compliant Councils Hub £178.80 <p>Noted and approved</p>
20/390	<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> <p>N/A</p>
20/391	<p>Next meeting: To confirm the date of the next meeting (by video-conference) which is scheduled for Tuesday 1st December.</p>

Meeting closed 8.08pm

Signed: *Anne Oliver*, Clerk to the Council, 18th Nov 2020