

**WEST HILL PARISH COUNCIL
MINUTES OF THE PARISH COUNCIL MEETING
HELD ON 6th Sep 2022 AT 7.30PM**

Present:	Chairman Cllr Della Cannings (DC), Cllr Margaret Piper (MP), Cllr Stephen Owen (SO), Cllr Amanda Townsend (AT), Cllr Peter Bennett (PB), Cllr Alison Carr (AC),
In attendance:	Anne Oliver Parish Clerk, 12 members of the public attended the meeting
Apologies received from:	Cllr Alan Cook (ABC), DCC/EDDC Cllr Jess Bailey

AGENDA – ORDINARY MEETING OF THE PARISH COUNCIL

Item (a)	Discussion and decisions (b)
22/260	<p>Welcome and Chairman's announcements</p> <p>The meeting started at 7.30pm. Chairman DC welcomed everyone and reminded everyone that the meeting was being sound recorded.</p> <p>The Chairman re-stated her belief in open democracy and acknowledged that a few matters had to be considered in confidential session for commercial/personnel matters or to protect the identity of an individual.</p> <p>The Chairman reported that</p> <ul style="list-style-type: none"> o 3 of the 7 WHPC Cllrs had recently raised concerns regarding her Chairmanship and o a resident continued to be critical of the Chairman, Clerk, Cllrs and Council: alleging that the Council was '... akin to a Kangaroo Court', and by exercising their right to issue a Notice of objection to the Annual AGAR return had cost the West Hill community £1,597.50 +vat in extra external auditor's fees for matters not upheld by the auditor. <p>Cllr DC offered to stand down as Chairman.</p> <p>Cllr MP, vice-chairman, expressed her full support for the Chairman and thanked her for the "enormous amount of time devoted to WHPC matters", particularly over recent months. Cllrs AC, AT and SO re-affirmed their "unequivocal" support for the Chairman.</p> <p>Cllr PB identified himself as one of the 3 Cllrs and as the resident. He then made a short statement questioning the actions of the Chairman, Clerk and Council and alleged that the Council had acted unlawfully to block his communications.</p> <p>Cllr DC called for a vote on whether she should continue as Chairman: Cllrs MP, AT, SO and AC supported Cllr DC to remain as Chairman. Cllr PB voted against.</p>
22/261	<p>Apologies. To receive apologies and approve reasons for absence.</p> <p>Apologies from Cllr ABC were received and accepted.</p>
22/262	<p>Public question time (3 minutes)</p> <p>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.</p> <p>This item included issues submitted to the Clerk prior to the meeting.</p> <ul style="list-style-type: none"> • The owner of Babbling Brook (Lower Broad Oak Road) attended the meeting to advise the Parish Council of his intention to build a garage under permitted development planning rules. EDDC Planning are aware. Cllrs thanked the resident for the information.

	<p>A member of the public left the meeting</p> <ul style="list-style-type: none"> A number of residents from Windmill Lane were present to raise concerns about the proposed site allocations for West Hill in the Emerging East Devon Local Plan. They also wanted to know the WHPC view on the proposal. <p>The Chairman agreed to bring agenda item 22/271 forward and to suspend Standing Orders to enable discussion between Cllrs and residents.</p> <ul style="list-style-type: none"> A public member of the WHPC Arboretum Working Group asked to speak on the proposed Tree Leaflet (Item 22/22/274). The Chairman advised that Cllr Cook had withdrawn the leaflet for discussion at the meeting.
22/263	<p>District and County Councillors' reports for information (items raised for decision will appear on the agenda for the next meeting)</p> <p>Cllrs noted the monthly report received from DCC/EDDC Cllr Bailey (available on the WHPC website DCC-EDDC Cllr Bailey West Hill report Sept 22)</p>
22/264	<p>Declarations of Interest</p> <ol style="list-style-type: none"> Register of Interests: Councillors are reminded of the need to update their register of interests. 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 DC declared she would approach every item on the agenda with an open mind, free from bias or pre-determination based on the facts available at the meeting.</p> <p>Cllrs MP, AT, AC and SO declared no interests.</p> <p>Cllr PB declared Personal Interests in</p> <ul style="list-style-type: none"> 22/265 and questioned the need for item 22/289 to be considered in confidential session. 22/284 and 22/289 (as the resident and Cllr) and would leave the room. <p>Cllrs accepted the declarations.</p> <p>Cllr PB was asked for an update on a query raised at a previous meeting (2nd Aug Min22/239) regarding apparent discrepancies in his Declarations of Interest for planning application 22/1094/RES. The Council had not received a response to its letter. Cllr PB</p> <ul style="list-style-type: none"> stated he had responded but his letters had been returned by the Clerk. asked "Under what Power was WHPC using to block his communications with the Clerk?". stated the Council had acted unlawfully did not believe that the letters were returned unread <p>The Chairman explained that the Clerk acted correctly under the decision made by Council at the 2nd August 2022 meeting ref 22/248. Also, it had been made clear by letter how he should communicate with the Clerk via the Chairman. This was a democratic decision taken by the Parish Council following advice from the EDDC Monitoring Officer.</p> <p>Cllrs noted that Cllr PB did not provide a response to the query regarding his Declarations of Interest.</p>
Item 22/271 Brought forward	<p>WHPC Strategic Planning Group</p> <ol style="list-style-type: none"> To receive a verbal update on the progress of the Emerging East Devon Local Plan. <p>Cllr DC gave an update on the East Devon District Council's (EDDC) progress to date:</p>

- EDDC's Strategic Planning Committee (SPC) on 6th Sep 2022 considered proposed site allocations for towns including Ottery St Mary. Individual sites had not been discussed in detail.
- East Devon villages including West Hill will be considered at the SPC meeting on 9th Sep 2022 (which may overrun to a meeting on the 14th Sep).
- The Draft East Devon Local Plan which is expected to be published in mid-October for an 8-week public consultation period. It was anticipated that this would include all of the site allocations presented to the 6th + 9th September Committee meetings.
- The many West Hill sites put forward for consideration had been assessed by Planning Officers and narrowed down to three sites
 - o WH04 and WH06 between Windmill Lane and Hayes End. (51 houses)
 - o And a 2nd preference site, WH01, to the north of Hayes End. (6 houses)

Cllr DC

- advised WHPC will review the published Draft Plan and engage with the public.
- proposed a public drop-in session is held to provide information and receive the views of residents. The WHPC meeting on 6th December would finalise the Council's response.
- stressed that any member of the public, action group etc can submit comments directly to EDDC during the consultation period.
- Noted that, if developed, all of the West Hill sites put forward for consideration would have delivered 490 houses. The working draft published in Dec 2021 reduced this to 101 houses.
- Acknowledged that whilst the proposed 51 to 57 houses may be more acceptable to the West Hill community those residents in the vicinity of the proposed sites would have concerns regards the proposals.
- Noted that EDDC were driven by the housing targets set by Government. Also that much of East Devon lies within AONB which concentrates development in the remaining 20-25% of the area.
- Noted that some of the villages have no sites allocated for development whilst West Hill has a proposed 9.1% increase in housing.

Standing Orders suspended

Cllr DC invited the attendees to share their concerns regarding the proposals. Comments included

- Windmill Lane is a narrow, unlit lane, with few pavements and is unsuitable for additional traffic associated with development of WH04 + WH06.
- The land is prone to flooding
- Has WHPC formed a view on the proposals?

Cllr DC acknowledged the resident concerns and explained that the Council would seek the views of residents and then formulate a response to the Draft Plan.

The meeting also discussed the timescales for the Local Plan. Margaret Hall (MH), a member of the WHPC working group, advised that there are many further stages to be delivered once the consultation on the draft plan has been concluded. It would be 2024/25 before the plan was Adopted. Potential developers would then have to submit planning applications for approval as per the standard process.

There was also discussion on how and when to respond to the proposals. Cllr DC and MH both advised that a response to the draft plan would have most impact. It was not expected that the SPC meeting on 9th Sep would make any decisions on the preferred sites for West Hill.

Standing Orders were resumed.

	<p>It was resolved</p> <ul style="list-style-type: none"> - to submit a written statement to be read out at the SPC meeting on Friday 9th Sep 2022. <p>Members of the public were reminded that they could register to speak at the SPC meeting if they wished.</p> <p>2. To seek approval for a community consultation drop-in session on Friday 18th November.</p> <p>It was resolved</p> <ul style="list-style-type: none"> - To hold a WHPC drop-in session for consultation with West Hill residents - Friday 18th November - 3.45pm – 8.00pm at the Village Hall. <p>3. To receive a verbal update on the request from Ottery St Mary Town Council who propose a review of the current Ottery St Mary & West Hill Neighbourhood Plan.</p> <p>Cllr DC explained the current Neighbourhood Plan (NP) covers West Hill and Ottery St Mary (OSM) and was established before West Hill Parish Council was created. OSM Town Council recently advised WHPC of their intention to review or replace the existing plan. WHPC was asked to consider whether it wished to work with OSMTC to review the Plan.</p> <p>WHPC's Working Group has met with OSMTC reps to better understand their intentions and outline timescales.</p> <p>Cllr DC reported that the WHPC working group had identified many complex issues associated with the proposal and had sought advice from EDDC's Neighbourhood Planning Officer. She in turn has sought Legal Advice. This was expected in the coming weeks and would be reported at the next WHPC meeting.</p> <p>Cllr DC thanked the public for attending the Council meeting and for making their comments. 9 members of the public left the meeting.</p>
22/265	<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.</p> <ul style="list-style-type: none"> • Proposed confidential item 22/281 and 22/289 if appropriate <p>Cllr PB did not support the proposal stating the items did not need to be confidential. Cllr DC noted that Cllrs may prefer to consider the matter in confidential session.</p> <p>The Chairman called a vote: Cllrs DC, MP,AT,AC, SO resolved to consider 22/281 and 22/289 as confidential items under Part B. Cllr PB did not support the motion.</p>
22/266	<p>Minutes: To approve and sign the minutes of the Parish Council meeting on 2nd August 2022 previously circulated.</p> <p>Cllrs approved the minutes as a true and accurate record of the meeting. The Chairman signed the minutes</p>
22/267	<p>Planning Applications received</p> <p>22/1606/FUL Tuftbury Higher Broad Oak Road EX11 1XD Applicant Mr and Mrs Downey Erection of 1no. two storey 5-bed detached dwelling with link garage and associated landscaping and amenity space with demolition of existing detached dwelling and sheds.</p> <p>Cllrs objected to the application for the following reasons:</p> <ul style="list-style-type: none"> • The current single storey property is situated centrally in the plot whereas the proposed new dwelling will be sited close to the rear boundary leading to loss of amenity for neighbouring properties. • The trees on the rear boundary will be at risk during development and from future requests for management. Cllrs request that a Tree Protection Plan and

	<p>Arboricultural Methods Statement is provided to allow for a full assessment of the impact.</p> <ul style="list-style-type: none"> Loss of amenity/overlooking/loss of privacy by the proposed development of a two storey building. <p>Cllrs supported the public concerns submitted to EDDC.</p> <p>22/1832/TRE 11 Heather Grange EX11 1XZ Agent Mr Webb Various Tree Works (x8) : including removal, crown lift and reduction</p> <p>Cllrs noted, contrary to the Neighbourhood Plan, an arboricultural report has not been submitted for the extensive works proposed. Cllrs did not support the loss of T4 (Acer) and T3 (Liquid Amber).</p> <p>22/1864/VAR Village Hall Pedestrian Link - Amended Layout Applicant WHPC To amend the layout of the path within the Village Hall site.</p> <p>Cllrs support the application.</p>
22/268	<p>Planning decisions received for information (*denotes WHPC differed)</p> <p>22/1443/FUL Trelowen Higher Metcombe EX11 1SL Status: Approved Replace flat roof with apex roof over studio outbuilding, double garage and car port, including enclosing car port and other associated works.</p> <p>22/1397/TRE Bendarroch House Bendarroch Road EX11 1JY Status: Approved Remove Horse Chestnut (T1), Lawson Cypress (T2)</p> <p>22/1342/FUL Westleas West Hill EX11 1UX Status: Approved Single storey side infill extension, single storey rear infill extension, porch to front with alteration to fenestration.</p> <p>22/1281/FUL 20 Eastfield West Hill EX11 1XN Status: Approved Replacement of existing conservatory with a new oak frames garden room, with alterations to fenestration and the decking area replaced and extended with a new patio. Noted</p>
22/269	<p>Planning matters:</p> <ol style="list-style-type: none"> To consider arrangements for WHPC representation at the Straitgate Appeal. <p>Standing Orders were suspended</p> <p>MH explained how the Appeal Inquiry would run and the arrangements for speakers. The Inquiry opens on 4th October.</p> <p>Standing Orders were resumed.</p> <p>It was unanimously resolved</p> <ol style="list-style-type: none"> WHPC would register Cllr AT to speak to approve a statement to be read out at the Inquiry. <p>A member of the public left the meeting</p>

WHPC Groups + Initiatives

22/270	<p>WHPC Groups</p> <ol style="list-style-type: none"> To consider membership of WHPC groups To consider arrangements for weekly inspection of the playpark and bus shelter. To consider WHPC representation, if appropriate, on the Ottery Health Matters Forum (previously the Ottery St Mary and District Health & Care Forum) <p>Cllrs noted a report previously circulated.</p> <p>Cllrs resolved</p> <ol style="list-style-type: none"> To suspend the Road Safety Group Cllr MP to join the Arboretum Group
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	<p>c. Approve the rota for Cllrs voluntary weekly inspections of the playpark and bus shelter</p> <p>d. Cllr MP to represent WHPC on the Ottery Health Matters Forum,</p> <p>A member of the public left the meeting</p>
22/271	Taken earlier on the agenda
22/272	<p>Village Hall Pedestrian Link: To note the application to EDDC, 22/1864/VAR, to vary the layout of the path within the Village Hall site, plus associated costs.</p> <p>Cllr DC confirmed the application for a variation to the approved application had been submitted to EDDC and the public consultation period is now underway.</p> <p>Cllr PB stated that the Stage 2 Road Safety Audit should be carried out immediately. Cllr DC explained that the RSA should be done once the variation had been approved.</p> <p>Cllrs noted the revised costs for the application were £915+vat (previously estimated at c£1,4000+vat). Cllr PB asked for details of the overall costs. Cllrs noted this information had been reported in previous meetings.</p> <p>Action: Clerk to provide details of the costs for the Commissioning phase of the project to the next meeting.</p>
22/273	<p>Community Engagement Group: To approve, if appropriate, the September 2022 edition of the WHPC newsletter and associated printing costs.</p> <p>Cllr MP asked for comments on the draft newsletter previously circulated. Cllr PB stated that he had not received the document. Other Cllrs confirmed that they had received the newsletter together with the agenda and papers for the meeting. Cllr PB was reminded to contact the Clerk if he did not receive papers circulated for the meeting.</p> <p>It was resolved</p> <ol style="list-style-type: none"> To publish the draft leaflet subject to the addition of an update on the Local Plan and "Warm Rooms" To approve costs of £415.
22/274	<p>Arboretum Group: To seek approval to print a Tree leaflet and the cost of printing</p> <p>Consideration of the Tree Leaflet was withdrawn before the meeting.</p> <p>The Arboretum Group sought agreement to distribute an A5 flyer with the WHPC newsletter to publicise their group and to appeal for members to form a community group.</p> <p>It was resolved</p> <ol style="list-style-type: none"> To publish and distribute a publicity flyer on behalf of the WHPC Arboretum working group. To approved printing costs of £100.
22/275	<p>Road Safety Group: To receive a report on the VAS data for July 2022.</p> <p>Cllrs noted the report previously circulated</p>
22/276	<p>Finance Working Group:</p> <ol style="list-style-type: none"> External Auditors Report and Certificate for 2021-2022. <ol style="list-style-type: none"> To receive the 2021-22 report To approve the External Auditors annual fee for 2021-2022, £300.00+vat To note the External Auditors response to a resident's objection to the WHPC regarding the 2021-2022 Accounts and Governance Return. To approve the additional fees incurred due to a resident's (unaccepted) objection, £1,597.50+vat <p>The Chairman noted that Cllr PB had not declared a Personal Interest in this item and invited him to do so, if appropriate. Cllr PB declared a Personal Interest in this item and said he would leave the room. The Chairman and Clerk advised that he was not required to leave the room. Cllr PB left the room.</p>

	<p>Cllrs considered a report circulated previously circulated (available on the Council's website).</p> <p>Cllrs noted the finding of the 2021-22 External Audit</p> <ul style="list-style-type: none"> • "On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR are in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met". The External Auditor further stated about another matter that did not affect their opinion, "We received challenge correspondence in relation to the 2021/22 AGAR which we considered before completing our work". <p>Cllrs thanked the Clerk and Finance Working Group for their ongoing exemplary work.</p> <p>The Chairman gave an update on the objection lodged by a resident. Having previously declared 3 of the 5 objections as ineligible the External Auditor considered the remaining objections:</p> <ul style="list-style-type: none"> ○ The lack of independence of the internal auditor; and ○ The Councils failure to manage its risks during 2021/22. <p>The External Auditor's findings on both counts was that they did not accept the objections for further consideration. The fee submitted to WHPC for processing the objection was £1,597.50+vat.</p> <p>Cllrs' comments included</p> <ul style="list-style-type: none"> ○ The public have a right to submit an objection ○ a substantial fee has been incurred by the Parish Council, outside our control ○ another un-budgetted cost ○ the costs fall on the wider community <p>It was resolved</p> <ol style="list-style-type: none"> a. To note the Completion of the External Auditor's Review for the year ended 31 March 2022 and the outcome. b. To approve payment of the External Auditor's fee of £300 plus VAT c. To set a charge of £10 for any person requiring a copy of the AGAR (the documents are available on the Councils website) d. To set the time limit for the period for right of inspection at 14days from the date of publication of the Notice. e. To approve payment of the additional audit fee of £1597.50 plus VAT incurred due to a resident lodging Objections under Section 27 of the Local Audit and Accountability Act 2014 with the External Auditor. f. To note the External Auditor has decided not to accept the resident's two eligible objections for further consideration. g. To note the report submitted to the meeting <p>Cllr PB returned to the meeting and alleged that The Chairman has acted unlawfully. Cllrs expressed surprise as Cllr PB had previously identified himself as the resident (ref 22/260)</p> <ol style="list-style-type: none"> 2. To consider arrangements for the appointment of an <ol style="list-style-type: none"> a. External Auditor for 2022-2027 <p>It was resolved that WHPC would remain in the SAAA scheme to appoint an External Auditor for 2022-2027.</p> <ol style="list-style-type: none"> b. Internal Auditor 2022-2023 <p>Cllrs considered a paper circulated prior to the meeting. Cllrs acknowledged the scarcity of Internal Auditors across Devon and the likely difficulty in finding a new auditor for WHPC.</p>
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	<p>Cllr PB commented that there would be no difficulty in securing the services of a professional accountant. Cllr AC explained that few accountants provide this service as they do not have knowledge of the Local Government sector. Also costs will be substantially higher.</p> <p>It was resolved</p> <ul style="list-style-type: none"> ○ to approve the proposed process to appoint an Internal auditor, including ○ the Finance Working Group to investigate the availability of Auditors for 2022-23 ○ if possible, a shortlist would be presented to the October WHPC meeting <p>3. To note the receipt of the 2nd Half Year Precept and to approve the transfer of £20,000 funds from the Council's current account to the deposit account. Noted and approved.</p> <p>4. To receive an update on S106 funding for the playpark equipment The Clerk reported that the necessary paperwork had been submitted to EDDC to release the approved S106 monies to fund the new climbing frame. S106 Payment to reimburse WHPC was awaited.</p>
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Other Matters

22/277	<p>Clerks Report:</p> <ol style="list-style-type: none"> 1. To confirm decisions taken under Delegated Powers <p style="margin-left: 20px;">Playpark Equipment: Replacement swing seat £101.10+vat Noted and confirmed</p> 2. Action points from previous WHPC meetings <ol style="list-style-type: none"> a. Remembrance Service 2022 – Road closure – awaiting DCC Highways response Response from Highways still awaited b. WHPC response to Straitgate Appeal submitted Noted 3. Matters arising <ol style="list-style-type: none"> a. Visit to Infocus (West Hill) : Confirmed for 7th Sep 2022 b. Queen's Platinum Jubilee Bench – revised costs of installation: Noted and confirmed c. VAS Schedule: Schedule for Sep-22 to Jan-23 approved d. Playpark bench repairs <ul style="list-style-type: none"> - Proposed repairs to playpark bench (replacement supports) £ 114.00+vat - Proposed repairs to bark path edging £97.00+vat Both noted and approved e. Remembrance Service 2022: Remembrance Wreath Cllrs resolved to order a Remembrance Wreath and, as in previous years, to make a donation of £50. f. DCC Cllr Jess Bailey Locality Budget Grant award received: Noted Action: Chairman to write to thank DCC Cllr Bailey for approving the award. g. DALC Annual AGM & Conference 5th October 2022 Cllrs resolved to sign a Form of Proxy to vote at the AGM. Action: Clerk to circulate details of the Conference.
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	<p>4. Resident Communications</p> <ul style="list-style-type: none"> a. Local Plan + West Hill: See item 22/271 above. b. Support for WHPC: Cllrs noted an email expressing support for the Council with reference to the number of complaints/FOIs received. c. Footpath between School Lane and Potters Close: The Clerk confirmed that DCC Highways were responsible for the footpath and faults/overgrown vegetation could be reported directly. <p>Cllrs supported the residents proposal to form a residents working party to “tidy up” the footpath.</p> <p>5. Any urgent matters arising</p> <ul style="list-style-type: none"> a. Cllrs discussed a letter circulated by Coleridge Medical Centre which expressed their concern about the potential future housing development in their catchment area. Growth at Cranbrook alone could add 5,000+ patients. Cllrs expressed their serious concerns and noted the current pressures on the medical centre. <p>Action: The Chairman to write to Coleridge Medical Centre to support their view that the catchment area boundary is redrawn.</p> <ul style="list-style-type: none"> b. The Chairman noted Local Government pay awards consultations are ongoing and could impact on the WHPC budget 2022-2023 and future years. Action: WHPC HR Group to meet to assess the potential impact and to prepare for the 2023-24 budget setting review. c. Councils are asked to provide details of any complaints received regarding the recent bus services timetable changes and service levels. WHPC has not received any complaints.
22/278	<p>West Hill Playpark:</p> <ul style="list-style-type: none"> 1. To receive an update on the EDDC monthly inspections of the Playpark 2. To consider a report on the playboat and the cost-effectiveness of repairs. <p>Cllrs considered a report circulated for the meeting:</p> <p>On WHPC's behalf, EDDC carry out an inspection of the Playpark. The RoSPA qualified inspector then submits a report on each item of equipment. The Aug-22 report stated that the Playboat required a significant number of repairs, notably to the cabin floor, and the risk assessment was increased to MEDIUM.</p> <p>Cllrs considered the potential cost of repairs (repair floor c £600+) and considered the inspectors view that the unit was nearing the “end of it's life”. It was noted that repairs to the unit were becoming more frequent, although Cllrs noted that some were the result of anti-social behaviour. Cllrs considered options to repair, remove, replace the unit.</p> <p>Cllrs were concerned that inspections were identifying an increasing number of potential Health + Safety issues and repairs were becoming uneconomic. Cllr AC asked if the unit could be advertised to the community. Cllrs considered this but had concerns regards liability, disruption and Health and Safety.</p> <p>It was resolved:</p> <ul style="list-style-type: none"> a. To remove the playboat and make good the ground (cost estimated at £800+vat) b. To ask equipment suppliers to provide proposals for the space created. <p>Action: Clerk to request proposals from Playpark Equipment Suppliers</p>
22/279	<p>Community & Warm Rooms: To consider possible actions to support the community.</p>

	<p>Cllrs considered a paper circulated for the meeting (and available on the website). In response to growing concerns regarding price increases in heating, household costs Cllrs considered what actions the Council could take.</p> <p>It was resolved to</p> <ul style="list-style-type: none"> • explore opportunities with Royal British Legion Club, St Michaels Church and the Village Hall : such as providing a 'warm sitting room' and/or provision of hot meals and drinks. • contact Ottery Help Scheme to see how WHPC can assist. • Signpost grant awards from WHPC or various schemes available others
22/280	<p>Freedom of Information (FOI) Requests: To receive a verbal update having sought advice from the ICO.</p> <p>The Chairman gave an update on an outstanding issue</p> <ul style="list-style-type: none"> - WHPC had responded to an FOI received on 13th June 2022 but had advised the resident that one Cllr had failed to provide copies of documents. - The ICO had provided advice <ul style="list-style-type: none"> a. WHPC could repeat the request to the Cllr. Also if the Cllr failed to respond the matter could be reported to ICO b. or the Clerk, as the Councils Data Controller, could check the Cllr's email account <p>It was resolved</p> <ul style="list-style-type: none"> - To take the actions (a) and (b) as advised by the ICO.
22/281	<p>West Hill Land for Sale: To consider the amenity value of land currently for sale in West Hill. This item was considered in confidential session under Part B.</p>
22/282	<p>Election Act 2022</p> <ol style="list-style-type: none"> 1. To note the Election Act 2022 and it's implications for the Parish Council Election in 2023 2. To resolve to publish an associated article on the WHPC website. <p>Cllrs noted a paper circulated for the meeting advising of the planned changes requiring voters to show photo id at a polling station.</p> <p>It was resolved to place an information article on the Councils website</p>
22/283	<p>NALC Civility and Respect Project</p> <ol style="list-style-type: none"> 1. To consider a paper on the Civility and Respect Project and 2. To pass a resolution, if appropriate, to sign up to the civility and respect pledge 3. To consider <ol style="list-style-type: none"> a. What work WHPC needs to undertake? Who will lead this? b. Attendance for Cllrs and Clerk at training (provided via Breakthrough Communications) c. implementing a new Dignity at Work policy. Who will lead this? <p>Cllrs noted a paper circulated for the meeting setting out details of The National Association of Local Councils (NALC) response to the growing concerns about the impact bullying, harassment, and intimidation are having on local (parish and town) councils, councillors, clerks and council staff and the resulting effectiveness of local councils.</p> <p>Cllrs supported the project but declined to sign the Civility and Respect Pledge or work towards this. Concerns were expressed about the ongoing challenges experienced by Cllrs and Clerk and felt signing the Pledge would be inappropriate at the moment. Cllrs recommended the new Council to be elected in 2023 should commend the Pledge.</p> <p>At 22.00hrs Cllrs, with the exception of Cllr PB, agreed to extend the meeting.</p>
22/284	<p>Seeking Resolution with a Resident: To receive a progress update and to consider next steps.</p>

	<p>Cllr PB left the meeting although the Chairman had advised that this was not required.</p> <p>Cllrs noted the paper circulated for the meeting (available on the website) and a confidential addendum. Cllrs resolved to discuss the item in confidential session under item 22/289.</p>
22/285	<p>Police Matters: To receive the monthly West Hill crime stats: June 2022 if available (for information) Noted.</p>
22/286	<p>Financial matters:</p> <ol style="list-style-type: none"> To consider and approve the Schedule of Payments for WHPC 6th September 2022 <p>Cllrs noted, approved and signed the Schedule of Payments and invoices.</p> <p>Two additional invoices were presented</p> <ul style="list-style-type: none"> West Hill Village Hall - Room Hire (Aug-22) £18.50 West Hill Village Hall - Room Hire for Pre-University Course £18.50 <p>Cllrs noted, approved and signed the invoices.</p> <ol style="list-style-type: none"> To receive if available: WHPC Finance Tracker, Bank reconciliation July & Aug 2022 The Bank Reconciliation (July) and Finance Tracker were notes and signed.
22/287	<p>Councillor 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>Cllr DC gave an update on the Pre-University course which took place on 1st September sponsored by WHPC. The session was very well received and the feedback was very positive.</p> <p>Cllr DC noted that WHPC had written to Morrisons when McColls went into Administration. No response had been received It was resolved to write again in support of the West Hill shop and highlight the potential of the shop.</p>
22/288	<p>Next meeting: To confirm arrangements for the next WHPC ordinary meeting Tuesday 4th October 2022 7.30pm at the Village Hall.</p>

Part A closed at 22.10pm

Part B opened at 22.10pm

Part B

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.

22/281	<p>West Hill Land for Sale: To consider the amenity value of land currently for sale in West Hill. Cllrs resolved to take no further action.</p>
22/289	<p>Seeking Resolution with a Resident</p> <p>Cllrs considered the paper circulated for the meeting (available on the website) and a confidential addendum.</p> <p>Cllrs resolved :</p> <ol style="list-style-type: none"> To reaffirm the wish of WHPC that the residents' issues are resolved.

	<p>b. For WHPC to progress contacting mediation services once an agreed statement is achieved between WHPC and the resident, or if not, after two weeks from this meeting.</p> <p>c. CONFIDENTIAL Minute</p>
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Part B of the meeting ended at 22.20pm

The Clerk was unable to audio/sound record the close of the meeting for technical reasons due to the length of the meeting.

The meeting resumed at 22.40pm and closed at 22.41pm.

Signed: *Anne Oliver*, Clerk to the Council 9th September 2022