

WEST HILL PARISH COUNCIL
MINUTES OF THE COUNCIL MEETING HELD ON 18TH JULY 2017
AT 19:30

Present:

Chairman Cllr Margaret Hall,
Vice Chairman Cllr Jo Talbot,

Parish Councillor Alan Cook
Parish Councillor Jill Ingle
Parish Councillor Christopher Hall
Parish Councillor Jessica Bailey

Also present:

District Councillor. Paul Carter (East Devon District Council)

Apologies:

Parish Councillor Kilian Hall
County Councillor Claire Wright (Devon County Council)

1. WELCOME AND CHAIRMAN'S ANNOUNCEMENTS

The Chairman welcomed councillors and public and opening the meeting at 7.30 p.m.

2. APOLOGIES FOR ABSENCE

Apologies were received from Claire Wright, Devon County Councillor and Cllr Kilian Hall.

3. Public questions, comments or representations

The applicant for 17/1475/OUT requested to speak: this was taken at item 8

4. Exempt items where the press and public are excluded

There were no exempt items on the agenda.

5. DECLARATIONS OF INTEREST

The Chairman invited Councillors to declare any interests relating to items on the agenda. None were declared.

6. MINUTES OF THE LAST MEETING

Minutes of the meeting held on 4th July 2017, copies of which had been previously circulated to Councillors, were confirmed as a true record and signed by the Chairman.

Proposed	Seconded	Passed
JT	JI	Unanimous

7. MATTERS ARISING AND ACTIONS FROM PREVIOUS MEETING:

1	Report on meeting with website designers Illicit & Cosmic
	<p>WHPC now has three quotes to build a website, they are from Vision ICT, Illicit and Cosmic.</p> <p>The Chairman gave a precis of discussion with these website providers, PROPOSED by MH and seconded by JT that WHPC accepts Cosmic's offer, subject to agreeing fine detail.</p> <p>RESOLVED that WHPC will formally accept Cosmic's offer and write to Illicit and Vision ICT to let them know the outcome, and thank both companies for their assistance and engagement in the process.</p>
2	Report on meeting with Area Manager of McColl's
	Debbie Berry did not attend, the meeting has been rescheduled to 19 th July.
3	Contract with DCC for WHPC to take over Planter at McColl's
	<p>The Clerk reported that Mike Brown of DCC Highways had responded that as WHPC is the successor to OSMTC, and the planter is already in place, this is not an application for new highway furniture therefore no action is needed.</p> <p>RESOLVED that the existing licence does not need updating and no further action is needed.</p>
4	Report on meeting with Sulina Tallack, EDDC S106 officer re play park S106 and Eastfield S106
	<p>Councillors found this meeting very useful. The Deed of Variation has been received so the contract for new play equipment can be placed with Wicksteeds. Keith Browell has kindly offered to remove the willow tunnel in preparation for the new equipment.</p> <p>There was a discussion about Blue Cedar Homes' section 106 contribution that had been allocated to the Village Hall for the installation of solar panels. As this project will not now be progressed, the Village Hall Trustees need to inform EDDC that they do not want the solar panels, and negotiate direct with Blue Cedar for an alternative scheme. The offsite leisure contribution will go into the "Generic Open Space" fund, and can be used for recreation, child and youth play.</p> <p>Sulina Tallack is updating EDDC's s.106 schedule and catching up with a significant backlog of work after a recently installed IT system caused delays. Once completed, the new system will allow EDDC to have effective dialogue with town and parish councils regarding the availability of s 106 funding.</p>

5	Planning training at EDDC with Chris Rose, Development Manager – confirmation of date
	<p>RESOLVED that planning training with Chris Rose will take place in Sidmouth on 11th August.</p> <p>ACTION clerk to confirm meeting.</p> <p>ACTION clerk to request to EDDC planners that WHPC is informed of planning decisions.</p>
6	Noticeboards – report on progress
	In progress
7	WHPC representation on i) Airport Consultative Committee & ii) LED – progress report
	<p>i) Chris Lane, Democratic Services Officer will raise this matter with the Chair of the Exeter Airport Consultative Committee.</p> <p>ii) Contact with LED Leisure has been established and WHPC will be notified of upcoming meetings.</p>
8	Data Protection Act Registration – progress report
	<p>PROPOSED by MH and seconded by AC that WHPC registers with the Information Commissioner’s Office.</p> <p>RESOLVED that the Clerk will register WHPC for the purposes of Data Protection.</p>

8. PLANNING DECISIONS RECEIVED

17/0190/OUT	The Reddings, Higher Broad Oak Road	Refused at DMC 4/7/17
17/0405/OUT	Almeda House, Higher Broad Oak Road	Withdrawn
17/1047/TRE	Broad Oak Lodge, Lower Broad Road (Watersmeet)	Refused
17/1038/FUL	Village Hall, Beech Park	Approved
17/1305/TRE	Burwood House, 7 Brackendown	Approved

PLANNING APPLICATIONS RECEIVED

Ref	Applicant	Location	Proposal	West Hill Parish Council response
17/1475/OUT	Mr Stuart	Land At The Gap Lower Broad Oak Road West Hill Ottery St Mary EX11 1UD	Outline application for up to two dwellings with associated access (details of appearance, landscaping, layout and scale	WHPC does not support this application. Detailed response can be found on the planning pages of EDDC’s website.

			reserved).	
PROPOSED by CH that WHPC should not support this application SECONDED by JB 5 supported, 1 abstained				
17/1460/FUL	Mr & Mrs Hanson	Oakwell Higher Broad Oak Road West Hill Ottery St Mary EX11 1XJ	Alterations to the property including conversion of the garage into living accommodation	WHPC supports this application
PROPOSED by CH that WHPC should support this application SECONDED by AC Unanimous support				

9. FUTURE PARISH COUNCIL MEETINGS

The Chairman proposed that the 19th December meeting is cancelled because there will be a private party in the hall, all agreed.

2 January meeting will be held as usual.

10. Councillor Training

Co-opted councillors, Jill Ingle and Kilian Hall and elected councillor Margaret Hall, to attend DALC training for new parish councillors on 5th September.

11. FINANCE

PROPOSED by MH and seconded by AC that the invoice checker is accepted as an accurate record of expenditure.

ACTION Clerk to check that WHPC is not being charged twice for the advert for a permanent clerk – refers to invoices received from SLCC and LGRC.

12. CORRESPONDENCE TABLED

- The meeting was informed that PCSO Maria Clapp is retiring at the end of August – WHPC to send her a card with good wishes for her retirement
- An email from Peter Lonsdale was read to the meeting re a solar powered illuminated speed sign that has not worked for over a year.

ACTION MH to forward correspondence to clerk and clerk to report to DCC Highways requesting repair or removal.

- Exeter and East Devon Growth Point scheme for dog owners <http://www.exeterandeastdevon.gov.uk/> to be noted.

13. COUNCILLORS QUESTIONS AND COMMENTS

JB forwarded the survey to the school for circulation; as a result additional responses have been received.

MH commented that the school governors have requested a meeting with the parish council to discuss the survey proposals.

JT commented that many of West Hill's hedges are overgrown.

ACTION Clerk to draft template letters re cutting overgrown hedges, offer to cut overgrown hedge, offer to cut and recover costs, cover letter to forward to DCC for enforcement.

ACTION this item to go on the agenda for the next meeting to agree a plan of action including: fences not in keeping, use of chains as boundary markers, verge clutter, etc.

The meeting was closed at 20.30

Chairman