

# MINUTES OF THE MEETING OF WEST HILL PARISH COUNCIL

## WEST HILL VILLAGE HALL

30 MAY 2017 AT 20:30

### **Present:**

Cllr Jessica Bailey (JB)  
Cllr Alan Cook (AC)  
Cllr Christopher Hall (CH)  
Cllr Margaret Hall (MH)  
Cllr Jo Talbot (JT)

### **Also present:**

Eileen Perkins (Tree Warden and Parish Paths rep)  
Carmel Wilkinson (Locum Parish Clerk & note taker) (CW)

### **1. Welcome from the Chairman**

### **2. Apologies received from:**

Paul Carter (East Devon District Council)  
Claire Wright (Devon County Council)  
Matt Coppell (East Devon District Council) (MC)  
Clarissa Place (Sidmouth Herald) (CP)

### **3. Disclosure of Interest:**

JB declared that she is friendly with the applicant re the Heather Grange planning application (17/1151/VAR) but is not sufficiently connected to be predetermined.

HM declared that the area referred to in item 9 on the agenda is outside her house.

### **4. Minutes of last meeting:**

Minutes accepted as a true record of the meeting – proposed AC, seconded CH.

### **5. Matters arising not on the agenda:**

None

### **6. Chairman's announcements**

None – see progress report in minutes of the annual parish meeting.

## **7. Public questions, comments or representations**

### **1. Discussion re the proposed new website for West Hill.**

Suggestion to consider other options for a website including:

Making better use of social media as a faster more relevant means of communication that will appeal to and engage a younger audience and encourage them to get involved in parish matters. Get people talking.

Commissioning an 'independent' contractor to design the website. Use talented local people – volunteers – to avoid ending up with a bog-standard website?

Paperless office and communications.

Website should reflect West Hill's unique and special features and be locally relevant.

Accessibility.

**ACTION Clerk to seek additional quotes for the website.**

### **2. Representations from the applicant re planning application 10.1 17/1047/TRE Watersmeet, Lower Broad Oak Road, West Hill – Fell 10 trees. APPENDIX 3**

The following comments were made;

Roots of neighbours' trees have damaged their drains and caused approximately £10,000 worth of damage to their property.

Gutters had to be replaced twice.

This application was made after high winds caused a large branch to fall onto the applicants' grandchild's pram – the baby was unhurt because the hood was up.

The path at the side of the house between the properties provides disabled access for the applicant's elderly parents.

There are cracks in the side of the applicant's house.

The applicant would like the trees adjacent their boundary to be felled because they are dangerous.

Replacements to be planted away from their drains and maintained at a level such that they will not overhang the applicants' house.

Other comments: The parish council is a statutory consultee and it is for the tree officer to decide on the merits of the application.

Are the damaged buildings are extensions to the original property. The applicant replied yes, and explained that the TPO was imposed when the trees were saplings, they are now mature and causing problems.

Has a professional survey had been carried out and submitted to EDDC? The applicant replied that their insurance company has reports and photographic evidence but nothing has been provided to EDDC in support of the application.

The applicants' neighbour had obtained an arboricultural report and submitted it to EDDC and recommended the applicants submit evidence of damage to the house and drains to EDDC.

The 2016 application was a split decision was for 5 trees to be felled and 1 to be replaced but the neighbour (owner of the trees) declined to carry out the work.

Remark about inconsistencies re decisions at EDDC.

**Discussion closed - applicants left the room – councillors discussed planning applications on the agenda.**

**10.1** 17/1047/TRE Watersmeet, Lower Broad Oak Road, West Hill – Fell 10 trees.

**APPENDIX 3**

Objective evidence needed. There is information in the arb report but nothing on EDDC's website therefore it is difficult to support the application.

If trees do not belong to the applicant enforcement will be difficult.

Proposed JB: Not to support the application because have not seen evidence of any damage to property and drains, which needs to be submitted to the planning department.

Seconded CH.

**10.2 12 Heather Grange West Hill Ottery St Mary EX11 1XZ**

010000248177 Variation of condition 2 of planning permission 16/0810/FUL (erection of replacement garage and extensions to dwelling) to amend the approved plans to simplify the extensions.

Proposed JT: to support the application.

Seconded CH

**Councillors returned to the agenda.**

**8. Councillors updates on business matters**

JB Lease is work in progress.

JB Play park inspections – invoice received – to be signed and paid.

MH requested a report after monthly inspections.

**ACTION Clerk to draft request for report after monthly inspections of playpark.**

**Letter attached below**

**9. Ottery in Bloom**

To consider:

- 1) A request from Ottery in Bloom to adopt the planter outside McColl's
- 2) Grass cutting and maintenance for other grass verges, footpaths etc. In West Hill.

Ottery in bloom have asked WHPC to adopt the planter outside McColl's previously looked after by OSMTC.

**ACTION Clerk to contact EDDC and request bin outside McColl's is emptied regularly. EDDC Street Scene job ref no 749073 – reported by phone 01.06.2017**

Triangle of land at top of West Hill Road has been strimmed and looks awful – WHPC to adopt?

Debated merits of employing someone for 1hr/wk to deal with local eyesores – to be discussed further during the parish survey consultation.

Agreed that the area outside McColl's and the triangle is priority.

Comment that visibility splays need cutting.

**ACTION JB to report o/growth to Mike Brown at DCC Highways.**

**MH to ask Martin(?) to clear the area around McColl's and advise what to do (later in the year) with the triangle, also the junction at lower/higher Broadoak?**

Proposed by MH to invite Ottery in Bloom to submit and invoice for materials.

Seconded JT

**ACTION: Clerk to contact McColls Area Manager to arrange meeting to discuss upkeep of carpark, hedges. trees & progress of café in empty unit**

## **11. Finance update**

1) Invoices paid to Came & Co for insurance, village hall hire, LGRC for locum clerk, grass cutting and EDDC for playground inspections.

**ACTION Clerk will in future present income and expenditure by month and cumulative on a spreadsheet pending agreement with new permanent clerk on accounts package**

2) Grant payments received/in progress. None Currently West Hill has a joint agreement with OSMTC to the end of current financial year. The new P3 agreement between WHPC and DCC will need to be held in a separate account.

## **12. Appointment of a permanent clerk**

- 1) Councillors proposed to start recruitment immediately.

**ACTION Clerk to arrange meeting with LGRC to progress the recruitment process and community survey.**

2) Purchase of a copy of Local Council Administration was put on hold – there was concern about the cost (£98), that hard copy will date and that membership of DALC should provide everything the council needs, at least in the short term.

### **13. Membership of relevant organisations**

**ACTION Clerk to research cost of membership of DALC and report to MH.**

**ACTION Clerk to contact Ed Freeman at EDDC re planning training for councillors.**