

West Hill Parish Council

Clerk to the Council: Anne Oliver,
Tel: 01404 232 100 / 07413 932406
Email: clerk@westhillparishcouncil.gov.uk

To Members of West Hill Parish Council

28th Aug 2019

You are duly summoned to attend the next meeting of West Hill Parish Council to be held at 7.30pm on Tuesday 3rd September 2019 at West Hill Village Hall.

Anne Oliver, Clerk to the Council

AGENDA

Item (a)	Discussion and decisions (b)
19/260	Welcome and Chairman's announcements
19/261	Apologies. To receive apologies and approve reasons for absence.
19/262	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.
19/263	To receive the monthly crime stats for information
19/264	District and County Councillors' reports for information (items raised for decision will appear on the agenda for the next meeting).
19/265	Declarations of Interest 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. c. 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).
19/266	Minutes 1. To approve the minutes of the Parish Council meeting on 6 th August 2019, previously circulated 2. To approve the minutes of the Parish Council meeting on 20 th August 2019, previously circulated
19/267	Planning decisions received for information (*denotes WHPC differed) 19/1622/FUL Woodlee, West Hill Road Status: Approved* 19/1270/TRE Broad Oak, Higher Broad Oak Road Status: Approved with conditions 19/0745/TRE Summercourt House, Elsdon Lane Status: Spilt decision*
19/268	To confirm Council arrangements for dealing with planning application deadlines expiring before mid-month.

Open Spaces Working Group

19/269	<p>Updates on actions and matters arising from the last meeting</p> <ul style="list-style-type: none"> • No Working Group meeting in August <p>To receive an update on</p> <ul style="list-style-type: none"> • Lengthsman – the Lengthsman is scheduled to remove Himalayan Balsam from agreed sites in West Hill during August <p>Actions from last meeting</p> <ol style="list-style-type: none"> 1. Re-tender Playpark maintenance contract (Sep/Oct) for Dec decision 2. Footpath repair work now completed. Invoice can be paid – completed 3. Bus Shelter – Chase outstanding quotes, review and circulate. 4. Dog Waste Bins – Chase EDDC for update on bin collections to ensure the bins are emptied twice a week as per contract
---------------	--

Finance Working Group – no matters to report

19/270	<p>Updates on actions and matters arising from the last meeting</p> <p>No Working Group meeting in August</p>
19/271	<p>To receive a report on S106 funding for West Hill Parish Council. Cllrs MH & JB and Clerk recently attended a meeting with EDDC to review available funding and to discuss the criteria for how the money can be spent.</p>

People and Policy Working Group - no matters to report

19/272	<p>Updates on actions and matters arising from the last meeting</p> <p>No Working Group meeting in August</p>
---------------	--

Other Matters

19/273	<p>To receive an update on the Traffic Study and to agree next steps</p> <ol style="list-style-type: none"> 1. Village Hall new pedestrian access proposal – Update on pre-application advice meeting held with Devon County Council Highways, East Devon District Council Planning, Ian Heard (Village Hall) and PJA Traffic Consultants 2. Northern and Southern Gateway proposals
19/274	<p>To receive an update on the Broadband Upgrade Project and to agree Next Steps</p>
19/275	<p>To receive a proposal for an external consultant to observe a Council Meeting to identify opportunities for improved practice.</p>
19/276	<p>Updates on actions and matters arising from the last meeting</p> <p>Actions</p> <ol style="list-style-type: none"> 1. Request for Teenager Facilities in the village- The RBL committee have agreed to a trial period and hopefully sessions to start in September. Meeting scheduled to finalise arrangements.

	<ol style="list-style-type: none"> 2. Village Map <ol style="list-style-type: none"> a. Seek advertisers giving first priority to existing West Hill advertisers. b. WHPC Financial Controls to be updated for handling this income generation activity. 3. Village Event - meeting to discuss ideas 4. Landing site - sign off Memorandum of Understanding (Devon Air Ambulance Trust/WH School/WHPC) 5. Roadside Advertising Signs – Survey village and record their position.
19/277	<p>Finance and invoice tracker</p> <p>Invoices received – for approval:</p> <ol style="list-style-type: none"> 1. Clerk claim for expenses and annual renewal of software licence 2. Cosmic – Domain Name annual renewal <p>Paid invoices – for information:</p> <ol style="list-style-type: none"> a. West Hill Village Hall – room bookings (July) b. Garden & Countryside Maintenance Ltd – footpath repairs <p>To receive the bank reconciliation for August – for information</p>
19/278	<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>
19/279	<p>Next meeting</p> <p>To confirm the date of the next meeting which is scheduled for Tuesday 1st Oct 2019 or 17th September to meet Planning Application deadlines (if necessary)</p>

Signed: *Anne Oliver*, Clerk to the Council

28th Aug 2019