

## West Hill Parish Council

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### To Members of West Hill Parish Council

29<sup>th</sup> May 2019

You are duly summoned to attend the next meeting of West Hill Parish Council to be held at 7.30pm on Tuesday 4<sup>th</sup> June 2019 at West Hill Village Hall.

*Anne Oliver*, Clerk to the Council

### AGENDA

Item (a)	Discussion and decisions (b)
19/159	<b>Welcome and Chairman's announcements</b>
19/160	<b>Apologies.</b> To receive apologies and approve reasons for absence.
19/161	<b>Public question time (3 minutes)</b> 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.
19/162	<b>To receive the monthly crime stats</b> for information
19/163	<b>District and County Councillors' reports</b> for information (items raised for decision will appear on the agenda for the next meeting).
19/164	<b>Declarations of Interest</b> 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).
19/165	<b>Minutes</b> a. To approve the minutes of the Parish Council meeting on 14 <sup>th</sup> May 2019, previously circulated
19/166	<b>Planning applications received</b>  <b>19/0929/FUL</b> The Birches, Lower Broad Oak Road Proposal – Demolition of existing dwelling and construction of replacement dwelling and detached garage together with associated external works.
19/167	<b>Planning decisions received</b> for information (*denotes WHPC differed)  <b>19/493/FUL</b> West Hill Primary School Lighting Column – Approved <b>19/633/FUL</b> The Feed Store, The Pygthle, Lower Broad Oak Road – Refused <b>19/634/FUL</b> East Pigsty, The Pygthle, Lower Broad Oak Road – Refused <b>19/635/FUL</b> Middle Pigsty, The Pygthle, Lower Broad Oak Road – Refused <b>19/790/FUL</b> The Octave, West Hill Road - Approved

<b>19/168</b>	<b>TPO notifications-</b> for information  <b>19/0046/TPO</b> Land to the rear of the Old Village Hall, West Hill Road
<b>19/169</b>	<b>To receive an update on Co-option of a Councillor</b> To receive and consider applications for the role of Co-opted Councillor. To discuss and agree next steps.
<b>19/170</b>	<b>To confirm Working Groups and membership of groups</b>

### Open Spaces Working Group

<b>19/171</b>	<b>To receive a report from the Open Spaces Working Group</b>
<b>19/172</b>	<b>To consider work required to repair and improve West Hill Bus Shelter and to consider options for funding including the East Devon District Council Community Buildings Fund.</b>

### Finance Working Group

<b>19/173</b>	<b>To receive a report form the Finance Working Group</b>
<b>19/174</b>	<b>To Annual Governance Statement 2017-18 (AGAR Part 3)</b> <ol style="list-style-type: none"> <li>1. To consider the findings of the review of the effectiveness of the system of internal control</li> <li>2. To approve the Annual Governance Statement by resolution</li> </ol>
<b>19/175</b>	<b>Annual Accounting Statements 2017-18 (AGAR Part 3)</b> <ol style="list-style-type: none"> <li>1. To consider the Accounting Statements</li> <li>2. To approve the Annual Accounting Statements by resolution</li> </ol>
<b>19/176</b>	<b>To approve the bank reconciliation for the year to 31<sup>st</sup> March 2019</b>
<b>19/177</b>	<b>To receive the explanation of year-on-year variances</b> For information, letter to external auditor
<b>19/178</b>	<b>To approve the Period for the Exercise of Public Rights 2018-19</b> To approve the dates for the Exercise of Public Rights– proposed dates 5 <sup>th</sup> June 2019 to 14 <sup>th</sup> July 2019
<b>19/179</b>	<b>To approve the 2019-20 Financial Reserves Policy</b>
<b>19/180</b>	<b>To approve the CIL statement for year ending 31<sup>st</sup> Mar 2019</b>

### Other Matters

<b>19/181</b>	<b>To receive an update on Broadband and opportunities to improve current provision across the village.</b> To consider establishing a working group on Broadband and to discuss next steps/action plan.
<b>19/182</b>	<b>To receive an update on the Traffic Study</b> To receive an update on the Traffic Study Questionnaires. In addition to discuss the forthcoming meeting with the Traffic Consultants and consider funding for the next stage of work.
<b>19/183</b>	<b>Street trading application received (previously notified to Councillors)</b> Graeme James trading as The Codfather

	Proposal Mobile fish and chip van, Thursday 5.00-7.00pm West Hill car park
<b>19/184</b>	<p><b>To consider membership of Devon Communities Together</b> Devon Communities Together offer advice on:</p> <ul style="list-style-type: none"> <li>• Community engagement</li> <li>• Community projects</li> <li>• Social &amp; community enterprise Funding</li> </ul> <p>Plus, information sheets &amp; toolkits, model documents &amp; templates etc. Annual subscription £50.</p>
<b>19/185</b>	<p><b>Devon County Council - Doing What Matters Communities Grants Fund</b> Grants of £5,000 - £20,000 are available for bids</p> <ul style="list-style-type: none"> <li>· to build relationships and connections locally, across all age groups</li> <li>· people become more physically active</li> <li>· people take notice of their local environment</li> <li>· to develop opportunities for culture, creativity or learning</li> <li>· to support giving across local people and communities, including volunteering</li> <li>· to make people feel safer locally</li> </ul> <p>Projects must be completed before 31<sup>st</sup> March 2020</p>
<b>19/186</b>	<p><b>To consider support for an East Devon Gypsy and Traveller Liaison Forum</b> Cranbrook Town Council has proposed the creation of a Gypsy and Traveller liaison forum to facilitate discussion between interested parties.</p>
<b>19/187</b>	<p><b>West Hill Village Fete 29<sup>th</sup> June 2019</b></p> <ol style="list-style-type: none"> <li>1. To consider a Grant Application from West Hill Primary School PTFA for sponsorship of the band at the Village Fete, £350</li> <li>2. To discuss and choose a fundraising activity for the Parish Council stall at the Village Fete. Consider information to be displayed and agree arrangements for attendance at the event.</li> </ol>
<b>19/188</b>	<b>Updates on actions and matters arising from the last meeting</b> (action tracker)
<b>19/189</b>	<p><b>Finance and invoice tracker</b></p> <p>Invoices received – for approval:</p> <ol style="list-style-type: none"> <li>1. Clerk Anne Oliver claim for expenses</li> <li>2. Devon Communities Together Inv 4694 – Rural Futures Conference (QT)</li> <li>3. S. Radcliffe Playpark Gardening (Apr)</li> </ol> <p>Paid invoices – for information:</p> <ol style="list-style-type: none"> <li>1. Mark Harrod - Inv 40363 West Hill Wasps Goalposts (Communities Together Grant)</li> <li>2. Abalone Graphics Inv 18706 – Name badges for new Councillors</li> <li>3. WH Garden Club – re-filling village planters</li> <li>4. EDDC ref 40052547 – Playpark works – removal of rotten timbers and installation of grass matting at top and bottom of the slide</li> </ol> <p>To receive the bank reconciliation for February – for information</p>
<b>19/190</b>	<p><b>Councillors questions, reports and items for future agenda</b> 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>
<b>19/191</b>	<p><b>Next meeting</b> To confirm the date of the next meeting which is scheduled for Tuesday 2<sup>nd</sup> July 2019</p>

Signed: *Anne Oliver*, Clerk to the Council

29<sup>th</sup> May 2019