

## West Hill Parish Council

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### To Members of West Hill Parish Council

30<sup>th</sup> January 2019

You are duly summoned to attend the next meeting of West Hill Parish Council to be held at 7.30pm on Tuesday 5<sup>th</sup> February 2019 at West Hill Village Hall.

*Anne Oliver*, Clerk to the Council

### AGENDA

Item (a)	Discussion and decisions (b)
19/024	<b>Welcome and Chairman's announcements</b>
19/025	<b>Apologies.</b> To receive apologies and approve reasons for absence.
19/026	<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.
19/027	<b>To receive the monthly crime stats</b> for information
19/028	<b>District and County Councillors' reports</b> for information (items raised for decision will appear on the agenda for the next meeting).
19/029	<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 DPs must leave the room for the relevant items).
19/030	<b>Minutes</b> a. To approve the minutes of the Parish Council meeting on 2 <sup>nd</sup> January 2019, previously circulated (Parish Council meeting on 15 <sup>th</sup> January 2019 – meeting was not required)
19/031	<b>Updates on actions and matters arising from the last meeting</b> (action tracker)
19/032	<b>Planning applications received</b> <b>18/2872/FUL</b> 1 Moorlands, West Hill. Applicant: Mr & Mrs Hollier Proposal: Construction of first floor extension to rear  19/0069/FUL Arborfield, West Hill Road Applicant: Mr Sullivan Proposal: Construction of detached dwelling and demolition of existing garages.
19/033	<b>Planning decisions received</b> for information (*denotes WHPC differed) <b>18/1721/FUL</b> Meadowgate – approved *

	<p><b>18/2425/FUL</b> Meadowgate – approved *</p> <p><b>18/1064/FUL</b> Potters Country Market – approved *</p> <p><b>18/2375/TRE</b> Pennyfield, West Hill Road – approved * (WHPC thought insufficient information)</p> <p><b>18/1996/FUL</b> Babbling Brook – approved *</p> <p><b>18/2363/TRE</b> Dene, Lower Broad Oak Road – refused</p> <p><b>18/2624/TRE</b> 11 Moorlands – approved * (partly)</p> <p><b>18/2499/TRE</b> Pinnerwood, 5 Brackendown – approved * (partly)</p> <p><b>18/2594/TRE</b> 14 Warren Park - refused</p>
<b>19/034</b>	<p><b>TPO notifications-</b> for information</p> <p><b>18/0081/TPO</b> Land at Birchleigh, Elsdon Lane – decision taken not to confirm the order</p> <p><b>18/0077/TPO</b> Land at Babbling Brook, Lower Broad Oak Road</p> <p><b>19/0006/TPO</b> Land at Keymer House, Northwood and 8 Bendarroch Road</p> <p><b>19/0007/TPO</b> Land at Broad Hayes, Toadpit Lane</p> <p><b>19/0010/TPO</b> Land at The Gables, West Hill Road</p>
<b>19/035</b>	<b>To consider a WHPC Grant Application to support St Michael’s Craft and Flower Festival</b>
<b>19/036</b>	<b>To receive PPP report for 2019 and agree actions</b>
<b>19/037</b>	<b>To receive an update on Devon Air Ambulance Trust proposal for a landing site in West Hill including arrangements for a public consultation on 15<sup>th</sup> February 2019 and fundraising.</b>
<b>19/038</b>	<b>To receive an update on the Playpark equipment and to consider actions and expenditure.</b>
<b>19/039</b>	<b>Update on Highways Community Enhancement Fund submission for funding for a Lengthsman</b>
<b>19/040</b>	<b>To consider Consultant’s Traffic Study and agree further actions and expenditure</b>
<b>19/041</b>	<p><b>Updates and reports from Working Groups</b></p> <ul style="list-style-type: none"> <li>a. Finance</li> <li>b. Invasive weeds</li> <li>c. Personnel</li> <li>d. Playing field/open space</li> <li>e. School field</li> <li>f. Website</li> </ul>
<b>19/042</b>	<b>To consider an anonymous letter received by WHPC regarding CCTV and whether any action is required.</b>
<b>19/043</b>	<b>To consider the need for a policy concerning anonymous communications received by the Council.</b>
<b>19/044</b>	<b>To consider re-appointing Paul Hayward as internal auditor 2018-19</b>
<b>19/045</b>	<b>To consider an annual review of WHPC Risk Assessment</b>
<b>19/046</b>	<b>To consider an annual review of WHPC Financial Controls</b>
<b>19/047</b>	<b>To agree date and format for Annual Parish Meeting</b>
<b>19/048</b>	<p><b>Finance and invoice tracker</b></p> <p>Invoices received – for approval:</p> <ul style="list-style-type: none"> <li>1. Clerk Anne Oliver claim for expenses</li> <li>2. Clerk Anne Oliver claim for membership of Society of Local Council Clerks</li> </ul>

	<p>3. Previous Clerk – Alison Carr invoice for handover to new Clerk (January)          4. Steve Radcliffe - Playpark gardening (Dec) * no invoice for January due to weather          5. Cllr Jessica Bailey - expense claim for paint regarding dog fouling</p> <p>Paid invoices – for information:</p> <p>a) Village Hall invoice for room hire (Dec)          b) Invoice 17307 from Abalone Graphics for badge for new Clerk          c) Steve Radcliffe for Play Park gardening (Nov)          d) Invoice 13049 from Cosmic for website library adjustments</p> <p>To receive the bank reconciliation for December and January – for information</p>
<p><b>19/049</b></p>	<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>
<p><b>19/050</b></p>	<p><b>Next meeting</b>          To confirm the date of the next meeting which is scheduled for Tuesday 19<sup>th</sup> February 2019 or Tuesday 5<sup>th</sup> March 2019 if there are no urgent planning matters to consider.</p>

Signed: *Anne Oliver*, Clerk to the Council

30<sup>th</sup> January 2019