

West Hill Parish Council

Clerk to the Council: A Carr, Mañana, Higher Broad Oak Road, West Hill.

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To Members of West Hill Parish Council

31st October 2018

You are duly summoned to attend the next meeting of West Hill Parish Council to be held at 7.30pm on Tuesday 6th November 2018 at West Hill Village Hall.

Alison Carr, Clerk to the Council

AGENDA

Item (a)	Discussion and decisions (b)
18/375	Welcome and Chairman's announcements
18/376	Apologies. To receive apologies and approve reasons for absence.
18/377	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.
18/378	To receive the monthly crime stats for information
18/379	District and County Councillors' reports for information (items raised for decision will appear on the agenda for the next meeting).
18/380	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 DPs must leave the room for the relevant items).
18/381	Minutes a. To approve the minutes of the Parish Council meeting on 2 nd October 2018, previously circulated b. To approve the minutes of the Parish Council meeting on 16 th October 2018, previously circulated c. To approve the minutes of the extraordinary Parish Council meeting on 22 nd October 2018, previously circulated
18/382	Updates on actions and matters arising from the last meeting (action tracker)
18/383	Planning applications received 18/2374/FUL Higher Fluxton Cottage, Higher Metcombe Proposal: Raising ridge of roof to side and rear extension 18/2425/FUL Meadowgate, West Hill Road Proposal: Retention of removal of front garden and construction of garage to front

	<p>18/2463/PDQ The Pygthle, Lower Broad Oak Road Proposal: Prior approval for proposed change of use of agricultural building (East Pigsty) to form no1 dwelling (Use Class C3) and associated operational development</p> <p>18/2465/PDQ The Pygthle, Lower Broad Oak Road Proposal: Prior approval for change of use of agricultural building (West Pigsty) to form no1 dwelling (Use class C3) and associated operational development</p> <p>18/2478/PDQ The Pygthle, Lower Broad Oak Road Proposal: Prior approval for proposed change of use of agricultural building ('Middle Pigsty' to form 2 no. dwellings (Use Class C3) and associated operational development</p> <p>18/2472/FUL The Moor, Lower Broad Oak Road Proposal: Construction of glass canopy to side/rear elevation</p> <p>18/2484/FUL The Lawns, West Hill Road Proposal: Retention of first floor extension (revised scheme to 17/2516/FUL)</p> <p>18/2310/TRE Meadowgate, West Hill Road Proposal: T1 - Beech: Crown raise to give 8m clearance above ground on eastern side of the tree only (pruning back as far as fence on western side of footpath); removing epicormic branches and 1 low branch closest to house. Reduce south eastern aspect of canopy by 2m making pruning cuts up to 50mm in diameter. Reduce height by 2.5m to retain tree at approx. 24m in height with one or two pruning cuts at 75mm in diameter and all other pruning cuts up to 50mm in diameter. T2 - Beech: Crown raise to give 8m clearance above ground on eastern side of the tree only (pruning back as far as fence on western side of footpath); removing epicormic branches, making pruning cuts up to 60mm in diameter. Reduce height by 2.5m to retain tree at approx. 21m in height with 1 or 2 pruning cuts at 75mm in diameter and all other pruning cuts up to 50mm in diameter. T3 - Beech: Crown raise to give 8m clearance above ground level on eastern side of tree only (pruning back as far as fence on western side of footpath); making pruning cuts up to 150mm in diameter. Reduce height by 2m to retain tree at approx. 19m. T4 - Oak: Reduce height and spread to the south east by 2m making pruning cuts up to 60mm in diameter. Reducing height from 18m to 16m and reducing lateral spread to south east from 10m to 8m. Pruning cuts up to 50mm in diameter. T5 - Beech: Reduce height of tree by 2-3m to retain at approx. 19m. Reduce canopy to east by 2m to retain a crown radius of 4m. Pruning cuts up to 50mm in diameter. Reason: The trees are located in Meadowgate and have noticeably increased in size. The trees cause significant overshadowing of both the house and garden.</p> <p>18/2402/TRE Touch Wood, 3 Hylands Close Proposal: Oak (T3) - crown lift to 3m above ground level removing branches less than 50 mm diameter because of excessive shading. Oak (T4) - coppice existing pollarded tree with low amenity value to approximately 0.3 m above bank ground level. Both of the above actions recommended by EDDC LPA officer during site visit on 17 October 2018</p>
18/384	<p>Planning decisions received for information (*denotes WHPC differed) 18/1536/CPE Merrybrook, Toadpit Lane - Certificate of lawfulness – CPE approved 18/2039/TRE West Hayes, West Hill Road – Approved* (WHPC no comment, lack of info) 18/1481/FUL Parsonage House, Bendarroch Road – Approved* 18/1972/TRE Touch Wood, 3 Hylands Close – Split decision*</p>
18/385	<p>To consider EDDC's decision not to list the school playing field as an Asset of Community Value and agree what further action should be taken, if any.</p>
18/386	<p>Update on community access to the school playing field</p>
18/387	<p>Update on joint Neighbourhood Plan Working Group with OSMTC (2 reports circulated)</p>

18/388	To consider the Community Enhancement Fund and employing a lengthsman (Fund guidelines circulated)
18/389	<p>GDPR update – to confirm that:</p> <ul style="list-style-type: none"> a. As per the updated guidelines from NALC, WHPC is not required to appoint a Data Protection Officer as the Parish Council does not process personal data for regular and systematic monitoring of data subjects on a large scale, or process sensitive personal data on a large scale b. The Clerk will act as the Data Protection Compliance Officer, responsible for providing central support and guidance in respect of compliance with data protection legislation
18/390	To consider Ottery Town Council’s consultation on traffic issues in the town and agree a response, if any (letter circulated)
18/391	Update on Potters/McColls redevelopment and agree what further comments to submit, if any
18/392	Update on Communities Together (notes of last meeting at OSMTC circulated)
18/393	<p>To receive updates and reports from Working Groups (if any):</p> <ul style="list-style-type: none"> a. Finance b. Invasive weeds c. Personnel d. Playing field/open space e. School field f. Website
18/394	Update on preparations for RBL Remembrance Day Parade (Clerk)
18/395	Update on the play park equipment (Clerk)
18/396	<p>Finance and invoice tracker</p> <p>Invoices received – for approval:</p> <ul style="list-style-type: none"> 1. Clerk's claim for reimbursed expenses <p>To note paid invoices – for information:</p> <ul style="list-style-type: none"> a. Monica Hynam for winter planter display b. Steve Radcliffe for play park works c. RBL poppy wreath donation (£137) <p>To receive the bank reconciliation for October – for information</p>
18/397	<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>
18/398	<p>Next meeting</p> <p>To confirm the date of the next meeting which is scheduled for Tuesday 20th November 2018 or Tuesday 4th December 2018 if there are no urgent planning matters to consider.</p>

Signed: *Alison Carr*, Clerk to the Council

31st October 2018