

West Hill Parish Council

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To Members of The Open Spaces Committee of West Hill Parish Council

20th January 2021

You are duly summoned to attend the next meeting of the **OPEN SPACES COMMITTEE** to be held at **1.00pm on Tuesday 26th November 2021.**

Information for members of the public

1. Due to the Covid-19 situation the meeting cannot be held in The narthex, St Michael's as per standard practice. Recent legislation changes enable Councils to hold virtual meetings. West Hill Parish Council will meet by video conferencing. The meeting is open to the public.
2. You can join the meeting either by phone, computer or android/apple device.
3. If you wish to comment on an item on this agenda (but don't wish to speak at the meeting) please submit this in writing by **12 noon Monday 25th January 2021**. This will be read out under public participation for members to consider.
4. For members of the public/press that wish to speak at the meeting, under public participation, please raise your hand and wait for the Chairman to prompt you.
5. For those who have no visual access to the meeting, Members will state their name before speaking and voting.
6. For those who are unable to attend, agendas and minutes of Committee meetings will be available on the Council's website.

To join the Zoom meeting

Join Zoom Meeting

<https://zoom.us/j/99045397182?pwd=RXdlIdE9LTXE5OWVBS2NUUWFKOXpHQQT09>

Meeting ID: 990 4539 7182

Passcode: 761466

Dial by your location

Meeting ID: 990 4539 7182

Passcode: 761466

Find your local number: <https://zoom.us/u/ac6onY4syU>

Anne Oliver, Clerk to the Council

AGENDA

Item (a)	Discussion and decisions (b)
21/001	Welcome and Chairman's announcements including a reminder that the meeting will be (sound) recorded.
21/002	Apologies. To receive apologies and approve reasons for absence.
21/003	Public question time (3 minutes) From 1.00pm residents are invited to give their views and question the Open Spaces Committee on issues on this agenda, or raise issues for further consideration at the discretion of the Chairman, before the start of the Open Spaces Committee meeting. Members of the public may not take part in the Committee meeting itself. This item will include issues submitted by residents unable to attend the meeting.
21/004	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. To declare any disclosable pecuniary interests in items on the agenda and their nature (Councillors with DPIs must leave the meeting for the relevant items).
21/005	Confidential/exempt items. In consideration of the Public Bodies (Admission to Meetings) Act 1960 (publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted): to agree any items to be dealt with after the public and press have been excluded.
21/006	Minutes a. To approve the minutes of the Open Spaces Committee meeting held on Tuesday 24 th Nov 2020.
21/007	To review the Open Spaces Committee (OSC) 2021 Terms of Reference prior to approval by Full Council. a. To finalise the 2021 OSC project plan and lead Councillors.
21/008	To receive a Clerk's Report on actions and matters arising from the last meeting a. Actions from OS Committee 24 th Nov 2020 <ul style="list-style-type: none"> • Definitive Map Review (see item 21/009) • Village gateway signs b. Other matters <ul style="list-style-type: none"> • Playpark monitoring • Resident Communication c. Any urgent matters arising
21/009	Footpaths (Cllr ABC) For information – n/a For decision <ol style="list-style-type: none"> 1. To receive the 2021 Footpath Survey and to approve the 2021-2 Parish Paths Partnership (P3) grant application. 2. To receive an update on the Public Rights of Way - Definitive Map Review for West Hill.
21/010	Playpark (Cllr AT) For information a. Councillors continue to monitor the Playpark weekly.

	<p>b. The Village Hall caretaker acted quickly to repair the entrance gate when a fault was reported to them.</p> <p>c. No anti-social behaviour incidents were reported to WHPC in the past month.</p> <p>d. The safety matting repairs/replacement were completed in October. Invoice not yet paid as bank details not available.</p> <p>e. The new recyclables bin was installed in the Playpark in November 2020. EDDC Streetscene have taken over playpark waste collections and this is working well.</p> <p>f. 2021 Grounds Maintenance contract has been signed.</p> <p>For decision</p> <ol style="list-style-type: none"> 1. To review the latest Government Covid-19 guidance, if any, and consider actions required 2. To consider the proposed Playpark Strategy paper prior to approval at Full Council. 3. To consider and agree the procedure for weekly Playpark monitoring.
21/011	<p>Broadoak Plantation (Cllr AT)</p> <p>For information</p> <ol style="list-style-type: none"> a. Raised manhole cover reported to Highways (Sep). Markings show that an assessment has been carried out. b. Cllrs continue to monitor the Glade area and will contact Woodland Trust when further maintenance work is required. (Cllrs ABC/AT) <p>For decision</p> <ol style="list-style-type: none"> 1. To receive an update on maintenance of The Glade and to consider the response from Tilhill (if it has been received). 2. To consider arrangements for a monthly inspection by Councillors.
20/012	<p>Village Lengthsman (Cllr ABC)</p> <p>For information</p> <ol style="list-style-type: none"> a. Lengthsman 2021 contract signed <p>For decision</p> <ol style="list-style-type: none"> 1. To approve a further grant application to Highways Community Enhancement Fund for funding for the Lengthsman service (deadline 28th Feb 2021)
21/013	<p>Trees</p> <p>For decision</p> <ol style="list-style-type: none"> 1. To consider the OSC Committee 2021 Tree strategy prior to approval at Full Council.
21/014	<p>Vehicle Activated Sign (VAS)</p> <ol style="list-style-type: none"> 1. To receive an update on the West Hill VAS scheme (Cllr MP) including <ol style="list-style-type: none"> a. Data collection and reporting b. Battery Life c. Findings from the initial sites 2. To consider how the Phase 1 data could be analysed and used. 3. To consider a request for a further VAS location on West Hill Road between McColls and the War Memorial (Cllr JB)
21/015	<p>Other Matters</p> <ol style="list-style-type: none"> a. Litter Bins/Grit Bins b. Bus Shelter

	<ul style="list-style-type: none"> c. Air Ambulance Lighting Column d. Landmark Tree e. Noxious weeds
21/016	To consider a proposal for West Hill wildflower initiative.
21/017	To consider a proposal for West Hill sunflower competition.
21/018	<p>Finance and invoice tracker Invoices received</p> <ul style="list-style-type: none"> 1. n/a <p>d. Finance Tracker 2020/2021 (Dec)</p>
21/019	<p>Councillors questions, reports and items for future agenda 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>
21/020	<p>Next meeting: To confirm the date of the next meeting which is scheduled for 1.00pm Tuesday 23rd February 2021.</p>

Signed: *Anne Oliver*, Clerk to the Council,
20th January 2021