

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

26th May 2021

You are duly summoned to attend the next meeting of West Hill Parish Council to be held at 7.30pm on Tuesday 1st June 2021 at the Village Hall.

Information for members of the public

1. Parish Council meetings are returning to the Village Hall as per standard practice. The meeting is open to the public. Every agenda includes an item for public participation giving members of the public the opportunity to speak.
2. 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 Tuesday 1st June 2021**. This will be read out under public participation for members to consider.
3. Agendas and minutes of meeting are available on the Council's website.

Covid Precautions: Cllrs and members of the public are reminded

- to stay at home if unwell
- to bring their own papers to the meeting as papers cannot be shared.
- to bring a drink (if required) and cushion (if required) as padded chairs will not be available.

In addition, Cllrs and members of the public are requested to carry out a Covid lateral flow test on the day of the meeting. [Order coronavirus \(COVID-19\) rapid lateral flow tests - GOV.UK \(www.gov.uk\)](https://www.gov.uk/order-coronavirus-covid-19-rapid-lateral-flow-tests)

Anne Oliver, Clerk to the Council

AGENDA – ORDINARY MEETING OF THE PARISH COUNCIL

Item (a)	Discussion and decisions (b)
21/001	Welcome and Chairman's announcements Chairman to make the Declaration of Acceptance and sign the prescribed form.
21/002	Apologies. To receive apologies and approve reasons for absence.
21/003	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. This item included issues submitted to the Clerk prior to the meeting.
21/004	District and County Councillors' reports for information (items raised for decision will appear on the agenda for the next meeting)

21/005	<p>Declarations of Interest</p> <p>a. Register of Interests: Councillors are reminded of the need to update their register of interests.</p> <p>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 room for the relevant items).</p>
21/006	<p>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.</p>
21/007	<p>Minutes</p> <p>1. To approve the minutes of the Annual and Ordinary Parish Council meeting on 4th May 2021.</p>
21/008	<p>Planning Applications received</p> <p>21/1222/FUL South Oak Higher Metcombe EX11 1SQ Applicant Mr J Wilde Erection of front porch, single storey rear and side extension, and replacement of existing two garages with single garage and workshop and alterations to fenestration.</p> <p>21/1364/FUL 12 Ashley Brake West Hill EX11 1TW Applicants Mr Carpenter + Ms Henry Proposed first floor side extension above existing garage/car port. Proposed single storey rear extension. Proposed installation of roof windows to side elevation.</p> <p><u>Applications considered under Delegated Powers since 4th May 2021</u></p> <p>21/1144/FUL Treetops Lodge 6 Birch Grove West Hill EX11 1XP Ms Broughton Demolition of conservatory and erection of a balcony</p> <ul style="list-style-type: none"> • WHPC Cllrs supported the application. <p>21/0874/FUL Amberley Grange West Hill EX11 1UX Applicant Mrs Mesner 17 metre long noise barrier 2 metres high along highway boundary to replace existing fence.</p> <ul style="list-style-type: none"> • WHPC Cllrs supported the application in principle but asked for conditions to be applied <p>21/0914/FUL Samguri Bendarroch Road EX11 1TS Applicant Ms C Hunt Amended application - Construction of two storey side and rear extension and single storey side extension</p> <ul style="list-style-type: none"> • WHPC Cllrs objected <p>21/1031/FUL 4 Moorlands West Hill EX11 1UL Applicant Mr+Mrs Williams Addition of dormer window to front elevation of garage</p> <ul style="list-style-type: none"> • WHPC Cllrs supported the application.
21/009	<p>EDDC Planning decisions received for information (*denotes WHPC differed)</p> <p>21/0940/FUL Banjul Toadpit Lane West Hill EX11 1LQ Approved Construction of single storey rear extensions and provision of replacement timber cladding to south elevation</p> <p>21/0927/FUL Bendarroch House Bendarroch Road EX11 1JY Approved Construction of greenhouse</p> <p>21/0923/FUL Brackenbed Bendarroch Road EX11 1JY Approved Construction of front porch, alterations to roof design and provision of new external materials.</p>

	<p>21/1122/FUL Upwey West Hill Road EX11 1UZ Approved Construction of two dormers to the south east elevation. Alterations to the existing windows and doors. Change of roof material to slate.</p> <p>21/0616/TRE 15 Hayes End West Hill EX11 1GG Approved* Various tree works</p> <p>21/0523/TRE 18 Eastfield West Hill EX11 1XN Approved* Various tree works</p>
21/010	TPO notifications - for information n/a
21/011	<p>Neighbourhood Consultations: WHPC is invited to comment on Neighbourhood Plans now open for consultation:</p> <ul style="list-style-type: none"> • Colyton • Dalwood <p>https://eastdevon.gov.uk/planning/planning-policy/neighbourhood-and-community-plans/neighbourhood-plans/neighbourhood-plans-being-produced-in-east-devon/</p>

Committee & Working Groups

21/012	<p>Traffic Study Working Group: To receive an update on</p> <ol style="list-style-type: none"> a. Public Consultation b. Arboricultural Report c. Ecology Report d. Memorandum of Understanding
21/013	<p>Slide Working Group:</p> <ol style="list-style-type: none"> a. To consider a feasibility report and its recommendations.
21/014	<p>People and Policy Working Group</p> <ol style="list-style-type: none"> a. To receive an update on arrangements for a West Hill Community Survey 2021. b. To approve a WHPC Communications + Media Policy
21/015	<p>Community Events Working Group:</p> <ol style="list-style-type: none"> a. To receive an update on arrangements for the 2021 Remembrance Events. b. To consider whether WHPC wishes to take responsibility for the Sunday 14th November event.

Other Matters

21/016	Coronavirus: Following the return to in-person meetings review the WHPC Risk Assessment for in-person Council meetings.
21/017	<p>Clerks Report:</p> <ol style="list-style-type: none"> 1. Decisions taken under Delegated Powers 2. Weekly reports 3. WHPC - Action points from previous meetings 4. OSC – Action points from previous meetings 5. Lengthsman 6. Matters arising <ol style="list-style-type: none"> a. Resident communication - VAS Data + B3180 7. Any urgent matters arising.
21/018	Broadoak Plantation: To receive an update from Tilhill on plans for dealing with Ash Die Back in the woodland.

21/019	Membership of External Bodies: To receive feedback from the Village Hall Trustees.
21/120	Annual Parish Meeting 2022: To consider the date for the next Annual Parish Meeting.
21/021	Police Matters: a. To receive the monthly West Hill crime stats (Mar/Apr 2021) (for information)
21/022	PTFA Sunflower Competition: To agree which Cllrs will act as judges for the competition.
21/023	WHPC Wildflower Challenge: To consider arrangements for judging and agree prize awards.
21/024	War Memorial Bench: To receive an update on planned maintenance and consider purchase of bench.
21/025	New Village Residents: To consider a proposal from St Michael's to create a Welcome Pack for new residents.
21/026	<p>Finance and Invoices Tracker Invoices received for approval:</p> <ol style="list-style-type: none"> 1. Clerk - claim for expenses (incl Microsoft subscription, postage) 2. PLG Services – Grass Cutting £57.00 + vat 3. Wall Art – WHPC Newsletter and Public Consultation £292.00 4. DALC Training £60+vat 5. M Highnam Village Planters £25.97 6. PLG Services – Sign Cleaning £364.00 + vat 7. PLG Services – Transfer VAS £76.00 + vat <p>Transfer between WHPC Accounts</p> <ol style="list-style-type: none"> 1. Transfer to Cambridge Bldg Soc £15,000.00 <p>To receive</p> <ol style="list-style-type: none"> a. 2021-22 Finance Tracker b. Bank reconciliation April 2021. The bank reconciliation for May 2021 will be presented at the July meeting. c. CIL + S106 summary
21/027	<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>
21/028	Next meeting: To confirm the date of the next meeting at the Village Hall which is scheduled for Tuesday 6 th July.

Signed: *Anne Oliver*, Clerk to the Council, 26th May 2021