

## West Hill Parish Council

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### To Members of West Hill Parish Council

27<sup>th</sup> May 2020

You are duly summoned to attend the next meeting of West Hill Parish Council to be held at 7.30pm on Tuesday 2<sup>nd</sup> June 2020.

- Due to the Covid-19 situation the meeting cannot be held in the Village Hall 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.
- Members of the public wishing to attend the meeting via video conferencing should contact the Parish Clerk (see contact details above).
- Alternatively, members of the public are invited to submit issues or concerns to the Clerk who will raise the matter at the meeting on their behalf.

*Anne Oliver*, Clerk to the Council

### AGENDA – ORDINARY MEETING OF THE PARISH COUNCIL

Item (a)	Discussion and decisions (b)
20/146	<b>Welcome and Chairman's announcements</b>
20/147	<b>Apologies.</b> To receive apologies and approve reasons for absence.
20/148	<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. This item included issues submitted to the Clerk prior to the meeting.
20/149	<b>District and County Councillors' reports</b> for information (items raised for decision will appear on the agenda for the next meeting) including DCC Cllr Claire Wrights' Annual report (submitted for previous meeting 5 <sup>th</sup> May 2020)
20/150	<b>Declarations of Interest</b> <ol style="list-style-type: none"> <li>Register of Interests: Councillors are reminded of the need to update their register of interests.</li> <li>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).</li> </ol>
20/151	<b>Confidential/exempt items. In consideration of the Public Bodies (Admission to Meetings) Act 1960</b> (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.
20/152	<b>To receive the monthly crime stats</b> for information
20/153	<b>Consider the impact of recent Government Covid-19 announcements</b> including <ol style="list-style-type: none"> <li>When to resume meetings at the Village Hall</li> </ol>

	b. When to restart WHPC projects
<b>20/154</b>	<b>Receive a report from the WHPC Help Scheme and consider further actions required</b> <ol style="list-style-type: none"> <li>To consider recent Government announcements and implications for the WHPC Help Scheme</li> <li>Latest Help Scheme update</li> <li>June Newsletter (previous edition 8<sup>th</sup> May)</li> <li>Resident Email – offering financial support for the Help Scheme</li> <li>Recognition</li> </ol>
<b>20/155</b>	<b>Minutes</b> <ol style="list-style-type: none"> <li>To approve the minutes of the Parish Council meeting on 5<sup>th</sup> May 2020, previously circulated.</li> </ol>
<b>20/156</b>	<b>Planning applications received</b> <p><b>20/0939/TRE</b> Cuckoo Down West Hill Road Applicant Mr Miles T1 and T2, poplar - dismantle and fell to as near ground level as possible and treat stumps. Reason - suppressed and suckering in field and adjacent development site</p> <p><b>20/0906/FUL</b> Fairacre Lower Broad Oak Road Applicant Mr(s) Priestly Construction of single storey side and two storey rear extension; dormer window to rear including balcony and terrace. Provision of cladding to main house.</p> <p><b>20/0578/FUL</b> Rest Harrow Bendarroch Road Applicant Mr M Down Construction of a single storey extension and a detached double garage</p>
<b>20/157</b>	<b>Planning decisions received</b> for information (*denotes WHPC differed) <p><b>20/0532/FUL</b> Beech House 9 Windmill Lane Status: Approved</p> <p><b>20/0389/FUL</b> Broad Hayes Toadpit Lane Status: Refused</p>
<b>20/158</b>	<b>TPO notifications – for information – None</b> <p>19/0100/TPO Land to the south and east of Hawthorne Close - confirmed</p>

### Committee & Working Groups

#### Finance Working Group

<b>20/159</b>	<b>To receive an update on</b> <ol style="list-style-type: none"> <li>New Bank Account</li> </ol>
<b>20/160</b>	<b>To agree the 2020 timetable</b> for Internal Audit, AGAR, Exercise of Public Rights and External Audit (previously circulated).
<b>20/161</b>	<b>To review the current CIL summary and agree a CIL Policy.</b>

#### Open Spaces Committee

<b>20/162</b>	<b>To note and confirm the minutes of the meeting of 26<sup>th</sup> May 2020, to answer questions arising and present recommendations.</b> For information <ul style="list-style-type: none"> <li>Himalayan Balsam Clearance (West Hill Road) date 8-10th Jun</li> <li>Himalayan Balsam Clearance (Lower Broad Oak Road/Ford Lane) completed</li> <li>Lengthsman - road sign cleaning completed and verge cutting (Jun)</li> <li>Broadoak plantation - picnic benches to be installed in June</li> <li>Footpath 5 (section West Hill Rd /Eastfield) - recommended installation of handrail to DCC. If approved the OSC recommend the work is funded from CIL monies.</li> </ul>
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**People & Policy Working Group**

<b>20/163</b>	<b>To receive recommendations for a Complaints Policy</b>
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**Other Matters**

<b>20/164</b>	<b>To receive an update on Assets of Community Value.</b> a. McColls b. Broadoak Plantation
<b>20/165</b>	<b>For information: A Subject Access Request was received on 14<sup>th</sup> May 2020.</b>
<b>20/166</b>	<b>To consider supporting a West Hill Scarecrow Festival 27<sup>th</sup> June – 5<sup>th</sup> July</b>
<b>20/167</b>	<b>To receive an update on West Hill Broadband</b>
<b>20/168</b>	<b>Clerks Report: Actions and matters arising from the last meeting</b>  <b>1. Actions, incl</b> <b>2. Matters arising</b> a. Resident communication <ul style="list-style-type: none"> <li>▪ Facilities for Teenagers</li> <li>▪ Request for publicity and support for a Justice campaign</li> </ul> b. Village Electricity Supply c. Any urgent matters arising.
<b>20/169</b>	<b>Finance and Invoices Tracker</b> Invoices received for approval: 1. Clerk - claim for expenses (Microsoft) 2. Clerk - claim for Help Scheme expenses (Zoom) 3. Idverde – 2 x grass cutting playpark/McColls £216.00  To receive the bank reconciliation, YTD v Budget
<b>20/170</b>	<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>
<b>20/171</b>	<b>Next meeting:</b> To confirm the date of the next meeting (by video-conference) which is scheduled for Tuesday 7 <sup>th</sup> July or 16 <sup>th</sup> Jun if required to meet planning deadlines

Signed: *Anne Oliver*, Clerk to the Council, 27<sup>th</sup> May