

## West Hill Parish Council

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### To Members of West Hill Parish Council

27<sup>th</sup> Nov 2019

You are duly summoned to attend the next meeting of West Hill Parish Council to be held at 7.30pm on Tuesday 3<sup>rd</sup> December 2019 at West Hill Village Hall.

*Anne Oliver*, Clerk to the Council

### AGENDA

Item (a)	Discussion and decisions (b)
<b>19/338</b>	<b>Welcome and Chairman's announcements</b>
<b>19/339</b>	<b>Apologies.</b> To receive apologies and approve reasons for absence.
<b>19/340</b>	<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.
<b>19/341</b>	<b>To receive the monthly crime stats</b> for information
<b>19/342</b>	<b>Minutes</b> 1. To approve the minutes of the Parish Council meeting on 5 <sup>th</sup> November 2019, previously circulated.
<b>19/343</b>	<b>District and County Councillors' reports</b> for information (items raised for decision will appear on the agenda for the next meeting).
<b>19/344</b>	<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. 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).
<b>19/345</b>	<b>Planning applications received</b>  <b>19/2460/TRE</b> 23 Moorlands, West Hill Applicant: Mr& Mrs Martin T1 Oak: Crown raise to give 2m clearance over lawn and prune to give 2.5m clearance to house. <b>19/2554/FUL</b> Copperhayes, West Hill Road Applicant Mr&Mrs Siburn Proposed change to approved consent 19/0920/FUL to remove first floor balcony and minor elevational changes.
<b>19/346</b>	<b>Planning decisions received</b> for information (*denotes WHPC differed)  <b>19/1724/FUL</b> The Oaks, Beech Park: Approved <b>19/1718/FUL</b> Samguri, Bendarroch Road: Refused

<b>19/347</b>	<b>TPO notifications – for information</b>  <b>19/2408/PRETDD</b> Belbury Hayes, Toadpit Lane <b>19/0100/TPO</b> Land to the south and east Hawthorne Close
<b>19/348</b>	<b>To receive an update on the Greater Exeter Strategic Plan</b>
<b>19/349</b>	<b>To receive an update on the AONB /Glover Review and to consider</b> <ul style="list-style-type: none"> <li>• a proposal to extend the area and, if agreed</li> <li>• working in conjunction with Ottery St Mary Town Council in an attempt to achieve this outcome</li> </ul>
<b>19/350</b>	<b>To receive notification of a proposal for the installation of solar panels at Little Houndbeare, Aylesbeare</b> (note – a planning application has not been submitted)

### Open Spaces Working Group

<b>19/351</b>	<b>Updates on actions and matters arising from the last meeting</b>  Actions <ol style="list-style-type: none"> <li>1. Playpark - Is there a suitable location for a picnic bench? Clerk</li> <li>2. Lengthsman – send agreed letter to Lengthsman - <b>Done</b></li> <li>3. Footpaths + Japanese Knotweed – request details of Landowner &amp; send letter requesting action <b>Done</b></li> <li>4. Maintenance Contract - Advertise and contact interested parties <b>Done</b></li> </ol> <p><b>To receive a report from the Open Spaces Working Group meeting (November)</b> previously circulated:</p>
<b>19/352</b>	<b>To consider responses received to the advert for a Grounds Maintenance 2020 Contract and discuss a recommendation from the OSWG.</b>
<b>19/353</b>	<b>To receive an update on the Lengthsman contract and to consider a recommendation for 2020:</b> <ol style="list-style-type: none"> <li>a. Should the Lengthsman work be continued in 2020?</li> <li>b. To confirm the tasks to be undertaken (and their frequency): verge cutting at key junctions to aid road safety, clearing ditches, ensuring signs are visible (to supplement the work done by Devon County Council).</li> <li>c. To agree the process and timetable for inviting tenders.</li> <li>d. To agree submitting a grant application for Lengthsman funding to the DCC Highways Maintenance Community Enhancement Fund in 1Q2020 (deferred from 4Q2019)</li> <li>e. To agree submitting a grant application for Himalayan Balsam Clearance Project funding to the DCC Highways Maintenance Community Enhancement Fund in 1Q2020 (deferred from 4Q2019)</li> </ol>
<b>19/354</b>	<b>To receive an update on installing a picnic bench in Broadoak Plantation.</b>
<b>19/355</b>	<b>To receive an update on the Special Trees of West Hill survey and report</b> <ol style="list-style-type: none"> <li>a. Publication</li> <li>b. Future Plans</li> <li>c. Publication on the WHPC website</li> </ol>

### Finance Working Group

<b>19/356</b>	<b>To receive an update on actions and matters arising from the last meeting</b>  a. CIL 2019 report to EDDC <b>Clerk</b> b. Research an additional provider for a deposit account <b>Ongoing</b>
<b>19/357</b>	<b>To approve the 2020-2021 budget proposal</b> (paper previously circulated)

### People and Policy Working Group

<b>19/358</b>	<b>To receive an update from the People and Policy Working Group</b> a. Social Media – Facebook and Twitter b. Proposed changes to the WHPC website
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### Other Matters

<b>19/359</b>	<p><b>Traffic Study: Updates on actions and matters arising from the last meeting</b></p> <p><b>Actions</b></p> <ul style="list-style-type: none"> <li>a. Village Hall pedestrian Access– arrange joint working group meeting incl MH, JB,Clerk &amp; Jon Tricker <b>Done</b></li> <li>b. Vehicle Activated Signs-arrange visit to Newton Poppleford to discuss signs/process <b>Done</b></li> <li>c. Community Speedwatch - arrange meeting to discuss VAS, locations etc <b>Done</b></li> </ul> <p><b>To receive an update and consider next steps:</b></p> <ol style="list-style-type: none"> <li>1. Village Hall new pedestrian access proposal <ul style="list-style-type: none"> <li>• Update from joint WHPC/Village Hall/School working group</li> <li>• To consider PJA Traffic Consultant fee proposal</li> <li>• Next steps for design, public consultation and planning application.</li> <li>• Note- An Ecology report and Tree report will be required to support the planning application.</li> </ul> </li> <li>2. Speed cameras and speed activated signs (paper previously circulated) <ul style="list-style-type: none"> <li>• Visit to Newton Poppleford to view and discuss their speed activated signs.</li> <li>• speed cameras v speed activated signs</li> <li>• Information from DCC Highways regarding Speed Activated Signs</li> <li>• Next steps to include meeting with West Hill Community Speedwatch to discuss signs, possible locations and operation of the signs.</li> </ul> </li> </ol>
<b>19/360</b>	<p><b>To receive an update on the West Hill Map 2019 project</b></p> <ul style="list-style-type: none"> <li>• Project Financials</li> <li>• Distribution and feedback</li> </ul>
<b>19/361</b>	<p><b>To consider proposed WHPC Climate Change actions for 2020</b></p> <ul style="list-style-type: none"> <li>a. Continue to work with and support the Greener Ottery Campaign</li> <li>b. Suggested Tree-themed activities include <ul style="list-style-type: none"> <li>• Special Trees of West Hill report</li> <li>• Walking trails</li> <li>• Residents proposals for tree planting</li> <li>• Clyst Valley Green Infrastructure Project: Liaise with Ottery St Mary rep re recording and reporting ancient trees in West Hill</li> </ul> </li> <li>c. Is a working group required to co-ordinate and promote these actions?</li> </ul>

<b>19/362</b>	<b>To review the Working Groups established in 2019 and to consider whether any changes are required for 2020? (Papers previously circulated).</b>
<b>19/363</b>	<b>To consider a WHPC response to Connecting Devon and Somerset's public consultation on broadband. (/www.connectingdevonandsomerset.co.uk)</b>
<b>19/364</b>	<b>To consider the inclusion of the West Hill Playpark as a public area subject to a Control of Dogs Order (EDDC Control of Dogs in Public Spaces 3year Review)</b>
<b>19/365</b>	<p><b>Updates on actions and matters arising from the last meeting</b></p> <p><b>Actions</b></p> <ol style="list-style-type: none"> <li>1. Octopus Energy - notify Dean Stewart of WHPC decision <b>Done</b></li> <li>2. Lorries/A375 – write to Highways <b>Done</b></li> <li>3. Remembrance Day - ABC to represent WHPC on Sunday, MH on Monday 11<sup>th</sup> <b>Done</b></li> <li>4. Broadband – email to registered residents QT <b>Ongoing</b></li> <li>5. Teenagers/RBL – update RBL JB/AT <b>Ongoing</b></li> <li>6. Roadside Adverts – get update from Enforcement Clerk</li> <li>7. Highways “Report A Problem” – send web link to Cllrs <b>Done</b></li> </ol> <p><b>Other matters</b></p> <ol style="list-style-type: none"> <li>a. Two <b>Grant Applications</b> have been received and scheduled for January Council meeting <ul style="list-style-type: none"> <li>▪ Ottery Help Scheme</li> <li>▪ Re-engage (Ottery St Mary &amp; West Hill Group)</li> </ul> </li> <li>b. OSM Hospital Working Group – update</li> <li>c. Planning Enforcement West Hill Road - update</li> <li>d. Exeter Airport Consultative Committee - update from recent meeting</li> <li>e. Communication with residents - WHPC 2020 monthly “surgery”</li> <li>f. Correspondence from residents <ul style="list-style-type: none"> <li>▪ Eastfield Signage</li> <li>▪ Warren Park Potholes</li> </ul> </li> </ol>
<b>19/366</b>	<p><b>Finance and invoice tracker</b></p> <p>Invoices received – for approval:</p> <ol style="list-style-type: none"> <li>1. Clerk claim for expenses (Nov)</li> <li>2. DALC – Clerk CiLCA training</li> <li>3. Brightsea Printers – village maps</li> <li>4. WallArt - newsletters</li> <li>5. S Radcliffe – Playpark Gardening</li> </ol> <p>Paid invoices – for information:</p> <ol style="list-style-type: none"> <li>a. WHPC donation for Remembrance Wreath</li> <li>b. WH Village Hall – room bookings (Oct)</li> <li>c. TRIP Community Transport - Grant Award</li> </ol> <p>To receive the bank reconciliation for November.</p>
<b>19/367</b>	<p><b>Councillors questions, reports and items for future agenda</b></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>
<b>19/368</b>	<p><b>Next meeting:</b></p> <p>To confirm the date of the next meeting which is scheduled for Tuesday 7<sup>th</sup> January 2020 or Tuesday 17<sup>th</sup> December to meet Planning Application deadlines (if required)</p>

Signed: *Anne Oliver*, Clerk to the Council  
27<sup>th</sup> November 2019