

West Hill Parish Council

Clerk to the Council: Anne Oliver
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29th Sep 2021

To Members of West Hill Parish Council

You are duly summoned to attend the next meeting of West Hill Parish Council to be held at 7.30pm on Tuesday 5th October 2021 at the Village Hall.

Information for members of the public

1. Parish Council meetings are 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 Monday 4th October 2021**. This will be read out 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.

Anne Oliver, Clerk to the Council

AGENDA – ORDINARY MEETING OF THE PARISH COUNCIL

| Item (a) | Discussion and decisions (b) |
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| 21/129 | Welcome and Chairman's announcements |
| 21/130 | Apologies. To receive apologies and approve reasons for absence. |
| 21/131 | 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. |
| 21/132 | District and County Councillors' reports for information (items raised for decision will appear on the agenda for the next meeting) |
| 21/133 | Declarations of Interest <ol style="list-style-type: none"> 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 (DPIs) in items on the agenda and their nature (Councillors with DPIs must leave the room for the relevant items). |
| 21/134 | 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 |

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| | confidential nature of the business to be transacted): to agree any items to be dealt with after the public and press have been excluded. |
| 21/135 | Minutes 1. To approve the minutes of the Ordinary Parish Council meeting on 7 th Sep 2021. |
| 21/136 | Planning Applications received 21/2439/TRE Moondarra, Ford Lane EX11 1XE Applicant: Mr Howell Various tree works 21/2249/FUL Longreach Lower Broad Oak Road EX11 1UF Applicant Mr + Mrs Turner Part two storey part single storey side extension with re cladding of dwelling. For information 21/2444/PRETDD Cuckoo Down, West Hill: Essential works to fell dead birch tree To confirm applications considered and Consultee comments submitted under Delegated Powers: 21/2006/FUL Houndbeare Farm, Rockbeare Hill: Conversion of two redundant agricultural buildings for storage use (Use Class B8) and/or light industrial use (Use Class E.g.iii), change of use of external yard area for storage use (Use Class B8) and improvements to existing access. <ul style="list-style-type: none"> • WHPC supported creation of employment opportunities however expressed concerns incl road safety, ecology and landscape. |
| 21/137 | EDDC Planning decisions received for information (*denotes WHPC differed) 21/2115/FUL Kayandee Hawkins Lane EX11 1XG Approved Proposed rear extension to kitchen with replacement to existing utility 21/2001/TRE The Old Stable Windmill Lane EX11 1JP Approved Various tree works |
| 21/138 | Planning matters: To receive an update on EDDC Strategic Planning Committee/Local Plan Review, in particular <ul style="list-style-type: none"> • Committee meeting 5th Oct 2021 including papers on Role and functions of Settlements, Built Up Area Boundaries (BUAB). |

Committee & Working Groups

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| 21/139 | Traffic Working Group: 1. To receive an update on the Planning Application for proposed pedestrian link to the Village Hall 2. To consider residents feedback on WHPC letter to residents regarding parking and road safety on Bendarroch Road. 3. To receive an update on additional sites for VAS on West Hill Road (if available). |
| 21/140 | Slide Working Group: To receive an update on the survey launched on 17 th September. |
| 21/141 | People and Policy Working Group 1. To approve recommended changes to WHPC Standing Orders. 2. To receive an update on the West Hill Community Survey 2021. |

Other Matters

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| 21/142 | Committee/Working Groups: To consider amendments to WHPC organisation: a. Open Spaces Committee (currently suspended due to Covid) |
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| | <ul style="list-style-type: none"> b. WHPC Emergency Plan c. Community Land |
| 21/143 | Exeter Airport Consultative Committee: To receive an update on the recent meeting including Airspace Change proposals. |
| 21/144 | WHPC Councillor Vacancy: To receive an update on the vacancy |
| 21/145 | Resident Communication: To consider <ul style="list-style-type: none"> a. A request for bench b. A request for community equipment to be available in case of medical emergency c. Concerns raised regarding the installation of additional telegraph poles (Openreach) |
| 21/146 | Queens's Platinum Jubilee 2022: To confirm arrangements for the community meeting scheduled for 1 st November. |
| 21/147 | Clerks Report: <ul style="list-style-type: none"> 1. To confirm decisions taken under Delegated Powers: <ul style="list-style-type: none"> o Internal Transfer of funds o Response to resident communication regarding fallen tree branch 2. WHPC - Action points from previous meetings <ul style="list-style-type: none"> a. Bus Shelter - Lengthsman agreed to add cleaning of the bus shelter to the monthly work schedule. 3. Matters arising <ul style="list-style-type: none"> a. Feedback from School Fete b. Memorial Bench c. Bus Shelter graffiti d. WHPC Newsletters (September) 4. Any urgent matters arising. |
| 21/148 | Village Fete Sep 2021: To receive feedback from WHPC attendance at the Fete. |
| 21/149 | Subject Access Request (SAR): To note the response to the SAR (received on 2 nd August) agreed and issued under Delegated Powers, on the 16 th August 2021. |
| 21/150 | Monitoring Officer: To receive an update on the complaint against WHPC submitted to EDDC in 2020. |
| 21/151 | Police Matters: To receive the monthly West Hill crime stats (Aug 2021) (for information) |
| 21/152 | Community Safety Group: To receive an update from Cllr Cannings. |
| 21/153 | West Hill Tree Trail leaflet: To receive an update from Cllr Cook |
| 21/154 | Annual Parish Meeting: To consider inviting a guest speaker to the meeting (March 2022) |
| 21/155 | <p>Finance and Invoices Tracker Invoices received for approval:</p> <ul style="list-style-type: none"> 1. Clerk - claim for expenses (incl Microsoft 365 monthly subscription) £63.48 2. Wall Art – September newsletter £135 3. Lengthsman – VAS transfers £91.20 4. Lengthsman – Playpark Maintenance £68.40 5. Garden + Countryside – Footpath Maintenance £264.00 6. Cllr Della Cannings – reimbursement Wildflower Challenge prizes £55.00 7. West Hill PTFA – Grant Award £400.00 (ref WHPC 7th Sep 21/115) <p>To confirm payments made under Delegated Powers</p> <ul style="list-style-type: none"> a. Lengthsman - Playpark maintenance £271.68 b. Lengthsman - Cleaning Bus Shelter £24.00 <p>To receive: 2021-22 Finance Tracker, Bank reconciliations 2021, CIL/S106 summary</p> |

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| 21/156 | 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> |
| 21/157 | Next meeting: To confirm the date of the next meeting at the Village Hall which is scheduled for Tuesday 2 nd November 2021, 7.30pm at the Village Hall. |

Signed: *Anne Oliver*, Clerk to the Council, 29th Sep 2021