

**WEST HILL PARISH COUNCIL  
MINUTES OF THE COUNCIL MEETING  
HELD ON 3<sup>RD</sup> APRIL 2018 AT 7.30 P.M.  
AT WEST HILL VILLAGE HALL**

Present:	Cllr Margaret Hall (MH) – Chairman Cllr Jo Talbot (JT) – Vice Chairman Cllr Christopher Hall (CH) Cllr Jill Ingle (JI) Cllr Alan Cook (AC)
In attendance:	Clerk Alison Carr Eileen Perkins, volunteer paths warden 2 members of the public

Item (a)	Discussion and decisions (b)	Action (c)
18/105	<b>Welcome and Chairman’s announcements</b> The Chairman welcomed Parish Councillors and members of the public, reminded everyone that the meeting was being recorded and started the meeting at 7.30pm.	
18/106	<b>Public question time (3 minutes)</b> Ralf Pearson spoke briefly about Babbling Brook and advised Councillors of his intention to submit a revised planning application soon. He said the intention was to build a family home for his family and mother. MH said that each planning application is decided solely on planning criteria. Councillors thanked Mr Pearson for his remarks, who then left the meeting.	
18/107	<b>District and County Councillors’ reports</b> – for information DCC Cllr Claire Wright updated Councillors on the Health and Adult Care Scrutiny Committee, in particular the government’s Sustainability and Transformation Plan – a programme of cuts and centralisation aiming to save money and cut Devon’s £500m overspend by 2020. She said committee members had been given no detailed information about how the savings would be achieved, despite having been told in September that they would be kept informed. Her concern is that many small cuts and changes could be made that do not need consultation, thereby avoiding public scrutiny. She emphasised her determination to see that any proposals were properly debated.  She went on to update Councillors on the introduction of accountable care organisations (ACOs). This represents a major reorganisation of the health and adult social care system. Despite an ongoing judicial review, the Devon system went live on 1/4/18. The ACO model was supposed to simplify governance and decision making, and facilitate providers working together. But it is not clear how this will work. Cllr Wright has asked for it to be put on the agenda for the Health and Adult Care Scrutiny Committee. She is seeking assurances that no part of Devon will be subject to more cuts.  Plastic agenda. Ottery St Mary is launching a plastic-free initiative on Facebook to look at ways of reducing single-use plastics in Ottery. People can suggest ways of reducing the use of plastic via the Facebook page.	
18/108	<b>Apologies</b> Apologies were received from District Cllr Paul Carter, District Cllr Matt Coppell, Cllr Kilian Hall, Cllr Jessica Bailey	
18/109	<b>Declarations of Interest</b> MH declared a personal interest in item 18/121 the application for a street trading consent as the proposed location is opposite her house.	

18/110	<b>Police Crime Statistics</b> Councillors were reminded that they can search for reported crimes in the Parish at <a href="https://www.police.uk/devon-and-cornwall/DEV.4087/crime/">https://www.police.uk/devon-and-cornwall/DEV.4087/crime/</a>	
18/111	<b>Minutes</b> a. Minutes of the meeting on 6 <sup>th</sup> March 2018 <b>It was resolved</b> that the minutes of the meeting of 06/03/18 be signed as a true and accurate record.  b. Minutes of the meeting on 20 <sup>th</sup> March 2018 <b>It was resolved</b> that the minutes of the meeting of 20/03/18 be signed as a true and accurate record.	
18/112	<b>Updates on actions and matters arising from the last meeting</b> (action tracker)  Strategic Plan – will be updated when the final public realm report from LDA Design is received Wood preserver for play park equipment – will be ordered by the Clerk ready for drier weather in the summer New notice boards – CH has still to put them up Woodland Trust plantation – is on this agenda Cosmic – amended website design invoice has been paid Snow warden – Clerk asked for an invoice for the 4 tonnes of salt (£250) and is liaising with Craig to pay the agreed honorarium NPPF framework paper – is on this agenda McColls public meeting – was well attended by residents Playpark signage – is on this agenda Bark chippings for play park – CH will look into that Press photo of play park is on hold pending bark chippings to cover the muddy areas Chris Rose meeting – AC will go to the planning training with the Clerk and speak to him there	Clerk  CH  Clerk  CH  AC
18/113	<b>Planning decisions received</b> for information (*denotes WHPC differed)  <b>18/0118/TRE</b> 1 Oak Tree Gardens* Tree 1 - sycamore - Remove lowest branch NE and lowest branch E at 5m. Tree 2 - Sycamore - Remove lowest branch NE (with squirrel damage at base) Tree 3 - Sycamore - No action Tree 4 - Sycamore - Fell. Status: Approval with conditions (WHPC did not support the felling) <b>NOTED</b>	
18/114	<b>5-day notice received</b> for information Notification of Tree works considered an exception to TPO 05/0025 17 Moorlands West Hill 1x Oak tree – to reduce back 1 x wind damaged and cracked branch (western aspect), mid canopy. Pruning cut of approximately 100mm. The works in question are considered an exception from the normal requirement to seek the consent of this Council under Regulation 14 of the Town and Country Planning (Tree Preservation) (England) Regulations 2012. <b>NOTED</b>	
18/115	<b>P3 grant agreement</b> To approve West Hill Parish Council joining the P3 scheme and receive the annual report from volunteer paths warden Eileen Perkins. <b>It was resolved</b> that WHPC would join the P3 scheme.  Eileen Perkins presented her parish paths 2018 report. She confirmed that all paths in West Hill had been allocated new numbers. One bridleway failed her inspection (Hawkins Lane) and four footpaths also failed. There was some debate about who should be responsible for Hawkins Lane as it is an unadopted road but also a bridleway.  ACTION: Clerk to contact Ros Davies to confirm WHPC has resolved to join P3 and request instructions and paperwork to proceed.	CLERK
18/116	<b>General Data Protection Regulation (GDPR)</b> (toolkit from NALC previously circulated)	





	<p>Letter from resident, response from WHPC and reply from resident</p> <p>The resident has had a long-standing dispute with DCC Highways regarding the street lights being left on, particularly after the clocks go forward in March, which means the lights are on until 1.45am. The Clerk reported this again to Highways.</p> <p>Regarding the aircraft noise, the Clerk printed off a leaflet for the resident produced by the airport with information about flight times, noise etc. West Hill Parish Council should have a representative on the airport committee. This will be sorted out at the AGM when memberships of external committees will be discussed.</p>	
18/123	<p><b>Play park</b></p> <p>a. To approve wording for the replacement sign Councillors approved the wording and requested a mockup of the layout</p> <p>b. To select a preferred quotation for the replacement sign <b>It was resolved</b> to approve the quotation from Fenny Signs in Honiton</p> <p>c. To approve the quotation from SJ Surfacing Solutions for repairs to the old equipment <b>It was resolved</b> to approve the quotation minus the work to cover the exposed footings on the main legs, as this has been covered with rubber matting by Wicksteeds.</p>	
18/124	<p><b>Finance and invoice tracker</b></p> <p>Invoices received:</p> <p>a. To approve payment of invoice 6726 from DALC for training for Cllr CH and Clerk <b>It was resolved</b> to approve payment</p> <p>b. To approve Clerk's claim for use of home office and other expenses <b>It was resolved</b> to approve payment of the Clerk's claim</p> <p>Pre-approved payments – for information:</p> <p>e. Reimbursement of Kilian Hall for MS Office 365 for Business (MARCH) <b>noted</b></p> <p>To receive the bank reconciliation for March – for information – <b>signed and noted</b></p> <p>The Clerk confirmed that the latest VAT reclaim had been received and that the first tranche of the 2018-19 precept had been received.</p>	
18/125	<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> <p>There was a brief discussion of Members' Allowances. ACTION: Clerk to find out from Ottery Clerk if there is a set procedure for claiming. Members' Allowances were agreed at the Parish Council meeting on 7/11/17</p>	Clerk
18/126	<p><b>Next meeting</b></p> <p><b>It was resolved that</b> the Parish Council will meet on Tuesday 17<sup>th</sup> April 2018 at 7.30pm. There being no further business, the Chairman thanked everyone and closed the meeting at 9.15pm.</p>	

MINUTES SIGNED BY:

DATE:

Signed &amp; dated:

 @WestHillPC