

## 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

29<sup>th</sup> July 2020

You are duly summoned to attend the next meeting of West Hill Parish Council to be held at 7.30pm on Tuesday 4<sup>th</sup> August 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)
20/218	<b>Welcome and Chairman's announcements</b>
20/219	<b>Apologies.</b> To receive apologies and approve reasons for absence.
20/220	<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.
20/221	<b>District and County Councillors' reports</b> for information (items raised for decision will appear on the agenda for the next meeting)
20/222	<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>
20/223	<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.
20/224	<b>To receive the monthly crime stats</b> for information
20/225	<b>Minutes</b> <ol style="list-style-type: none"> <li>To approve the minutes of the Parish Council meeting on 7<sup>th</sup> July 2020, previously circulated.</li> </ol>

<b>20/226</b>	<p><b>Planning applications received</b></p> <p><b>20/1136/FUL</b> The Reddings, Higher Broad Oak Road Construction of single storey rear, side and front extensions, alterations to the front dormer and porch roof, covered porch to rear and provision of cladding</p> <p><b>20/1504/MOUT</b> Land Opposite Barrack Farm Exeter Road Outline planning application with all matters reserved except access for up to 150 new dwellings, a 210 Space primary school, construction of a new roundabout on Exeter Road, a new junction onto Cadhay Lane, and associated infrastructure</p> <p><b>20/1423/TRE</b> 20 Moorlands West Hill Dead Cupressus macrocarpa - fell. Reason dead T2, Cupressus macrocarpa adjacent to T1 - fell. Reason the tree has grown in close proximity to T1 and removing T1 will leave it with an asymmetric form with the live growth weighted on the house side. T3, Magnolia - prune away from window and re-shape to leave a natural form. Reason to allow light into the house.   20 Moorlands West Hill Ottery St Mary EX11 1UL</p> <p><b>20/1025/TRE</b> 1 Oak Tree Gardens, West Hill EX11 1FR T1 &amp; T2, sycamore - shorten back second and third order branches over garden by 1-2m to a suitable side branch leaving a natural form to allow light into the garden</p>
<b>20/227</b>	<p><b>Planning decisions received</b> for information (*denotes WHPC differed)</p> <p><b>20/0746/TRE</b> The Warren Warren Park Approved* G2.1 Scots Pine: Fell</p> <p><b>20/0736/FUL</b> Creag Mhor Ford Lane Approved Construction of side extension, veranda and associated hardstanding</p> <p><b>20/0460/FUL</b> Upwey West Hill Road Approved Construction of 2no gable dormers to south east elevation</p> <p><b>19/2834/OUT &amp; 20/0482/RES</b> Hasta la Vista, Windmill Lane Application for approval of reserved matters (access, appearance, landscaping, layout and scale) for the construction of a new dwelling house pursuant to outline planning permission 16/2517/OUT</p>
<b>20/228</b>	<p><b>TPO notifications</b></p> <p><b>20/0040/TPO</b> Mill House + Silver Biriches, Bendarroch Rd</p>
<b>20/229</b>	<p><b>To receive an update on Greater Exeter Strategic Plan (GESP)</b></p> <ol style="list-style-type: none"> <li>1. EDDC</li> <li>2. GESP Working Group</li> </ol>
<b>20/230</b>	<p><b>Consider the impact of recent Government Covid-19 announcements</b> including</p> <ol style="list-style-type: none"> <li>a. When to resume meetings at the Village Hall</li> <li>b. When to restart WHPC projects</li> <li>c. WHPC Help Scheme</li> </ol>

### Committee & Working Groups

#### Finance Working Group

<b>20/231</b>	<p><b>To receive an update</b></p> <p><b>Additional bank/savings account.</b></p> <ol style="list-style-type: none"> <li>a. <b>To consider opening a</b> Cambridge Building Society Council Saver Account</li> <li>b. <b>To approve</b> amendments to the WHPC Financial Controls</li> <li>c. <b>To approve</b> 4 signatories on the account.</li> </ol>
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	<p><b>Other Matters</b></p> <ul style="list-style-type: none"> <li>a. External Audit: WHPC 2019/2020 papers have been submitted to the Auditors</li> <li>b. Banking forms have been submitted to add Cllr DC to the Unity Trust bank mandate.</li> </ul>
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**Open Spaces Committee**

<b>20/232</b>	<p><b>To note and confirm the minutes of the meeting of 28th July 2020, to answer questions arising and present recommendations.</b></p> <p>For information</p> <ul style="list-style-type: none"> <li>a. Woodland Trust - Broadoak - Asset of Community Value application</li> <li>b. Woodland Trust - possible lease agreement             <ul style="list-style-type: none"> <li>• Recommendation for creation of Working Group to carry out a feasibility study</li> </ul> </li> <li>c. Open Spaces including correspondence             <ul style="list-style-type: none"> <li>• Recommendation for creation of Working Group to explore opportunities.</li> </ul> </li> </ul>
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**People & Policy Working Group**

<b>20/233</b>	<p><b>To receive an update on the WHPC website</b></p> <ul style="list-style-type: none"> <li>a. <b>To receive an update</b> on work to meet Website Accessibility (WA) requirements             <ul style="list-style-type: none"> <li>• Project Cosmic quote and proposal to prepare the WA statement</li> </ul> </li> </ul>
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**Other Matters**

<b>20/234</b>	<p><b>To receive an update on Subject Access Request and Complaint</b></p> <ul style="list-style-type: none"> <li>a. A resident submitted a complaint to WHPC on 19<sup>th</sup> July 2020 and requested no further investigation/action.</li> </ul>
<b>20/235</b>	<p><b>Following the appointment of a new Councillor, Cllr Cannings</b>, to consider</p> <ul style="list-style-type: none"> <li>a. Training Requirements – Cllr Cannings + other Cllrs</li> <li>b. Membership of the Open Spaces Committee and Working Groups</li> <li>c. Councillor Advocate Scheme (Police and Crime Commissioner Scheme)</li> </ul>
<b>20/236</b>	<p><b>To receive an update</b> on DCC webinar regarding Electric Charging Points</p>
<b>20/237</b>	<p><b>Clerks Report: Actions and matters arising from the last meeting</b></p> <ul style="list-style-type: none"> <li><b>1. Actions, incl outstanding action</b> <ul style="list-style-type: none"> <li>a. Clerk's mobile phone</li> </ul> </li> <li><b>2. Matters arising</b> <ul style="list-style-type: none"> <li>a. Scarecrow Festival – local news coverage</li> <li>b. Resident communication</li> <li>c. Any urgent matters arising.</li> </ul> </li> </ul>
<b>20/238</b>	<p><b>Finance and Invoices Tracker</b></p> <p>Invoices received for approval:</p> <ul style="list-style-type: none"> <li>1. Clerk - claim for expenses (Microsoft, stamps)</li> <li>2. Abalone Graphics – name badge Cllr Cannings</li> <li>3. Wall Art - WHPC newsletter July £125.00</li> <li>4. Paul Hayward – Internal Audit 2019/20 £100.00</li> </ul> <p>To receive the bank reconciliation + 2020-21 Finance Tracker (Jul))</p>
<b>20/239</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>20/240</b>	<p><b>Next meeting:</b> To confirm the date of the next meeting (by video-conference) which is scheduled for Tuesday 1<sup>st</sup> September or 18<sup>th</sup> August if required to meet planning deadlines</p>

Signed: *Anne Oliver*, Clerk to the Council, 29th July 2020