

West Hill Parish Council

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To Members of West Hill Parish Council

25th November 2020

You are duly summoned to attend the next meeting of West Hill Parish Council to be held at 7.30pm on Tuesday 1st December 2020.

Information for members of the public

1. 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.
2. You can join the meeting either by phone, computer or android/apple device. Please ensure that your full name is displayed.
3. 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 2nd November 2020**. This will be read out under public participation for members to consider.
4. For members of the public/press that wish to speak at the meeting, under public participation, please raise your hand and wait for the Chairman to prompt you.
5. For those who have no visual access to the meeting, members will state their name before speaking and voting.
6. For those who are unable to hear, the agendas and the minutes of the meeting will be available on the Council's website.

To join the Zoom meeting

Topic: West Hill Parish Council Meeting
Time: Dec 1, 2020 07:30 PM London

Join Zoom Meeting

<https://zoom.us/j/95960593588?pwd=NIJ1eWJaZnFlbkh2RGVwTWJDa2xFUT09>

Meeting ID: 959 6059 3588

Passcode: 923960

Dial by your location

Find your local number: <https://zoom.us/u/aEmYiOWV>

Anne Oliver, Clerk to the Council

AGENDA – ORDINARY MEETING OF THE PARISH COUNCIL

Item (a)	Discussion and decisions (b)
20/392	Welcome and Chairman's announcements
20/393	Apologies. To receive apologies and approve reasons for absence.
20/394	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.
20/395	To receive an update on Policing matters in West Hill and the local area from Inspector Weeks (Exmouth and Ottery St Mary team)
20/396	District and County Councillors' reports for information (items raised for decision will appear on the agenda for the next meeting)
20/397	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 in items on the agenda and their nature (Councillors with DPLs must leave the room for the relevant items).
20/398	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 confidential nature of the business to be transacted): to agree any items to be dealt with after the public and press have been excluded.
20/399	Minutes <ol style="list-style-type: none"> 1. To approve the minutes of the Parish Council meeting on 3rd November 2020, previously circulated. 2. To approve the minutes of the Parish Council meeting on 17th November 2020, previously circulated.
20/400	Planning applications received 20/2442/FUL Land at Higher Metcombe Farm, Higher Metcombe Applicant Dr M Morey Change of use of land to include equine use and construction of field shelter and store. 20/1480/FUL Oaks End, Lower Broad Oak Rd, EX11 1XH Applicant Mr & Mrs M Assante Construction of two storey side and rear extensions; single and two storey front extensions.
20/401	Planning decisions received for information (*denotes WHPC differed) 20/2098/TRE 24 Moorlands EX11 1UL Approved T1 Oak: Crown raise to give 1.75m (5ft) clearance above ground level. Reason: Causing excessive shading and low branches are causing an obstruction when accessing the garden 20/2079/FUL Keymer House Bendarroch Road EX11 1UW Approved Construction of single storey rear extension, patio, raised terrace with steps and ramp; replace first floor window on east elevation with French doors and Juliet balcony on east elevation and provision of render to existing extension 20/2066/TRE Land Adjoining West Hayes Eastfield West Hill Approved

Item (a)	Discussion and decisions (b)
	<p>Sycamore (T1) - Remove dead wood over 50mm in dia. Large diameter dead wood to be "truncated" at approx. 50cm in length, Remove crossing branch in contact with one of the main stems at approximately 3 m AGL.</p> <p>DCC/4197/2020 Marshbroadmoor, North of Rockbeare Quarry EX5 2HB Approved Extend period for import of landscaping materials (delayed due to Covid-19)</p>
20/402	TPO notifications - n/a
20/403	<p>To receive an update on a planning matters</p> <ul style="list-style-type: none"> a. AONB b. Planning application neighbour notifications

Committee & Working Groups

Finance Working Group

20/404	<p>To approve</p> <ul style="list-style-type: none"> a) the WHPC plan for 2021-22 b) the WHPC budget for 2021-22 c) the WHPC Precept for 2021-22
20/405	To consider closing the Council's Yorkshire Bank account (nil funds deposited).
20/406	<ul style="list-style-type: none"> a) To consider using CIL monies to fund the handrail on the footpath between West Hill Road and Eastfield. b) To approve the WHPC's Annual CIL report

20/407	<p>Open Spaces Committee</p> <p>To note and confirm the minutes of the meeting of 24th October 2020, to answer questions arising and present recommendations.</p> <p>For information</p> <ul style="list-style-type: none"> a. Projects for 2021-2 b. Playpark Strategy Update
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20/408	<p>People & Policy Working Group</p> <p>No matters to report</p>
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20/409	<p>Traffic Study Working Group</p> <p>To receive a Traffic Study update from the Joint Working Group on a new pedestrian access to the Village Hall and agree further actions.</p>
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Other Matters

20/410	<p>Covid-19: To consider The impact of any recent Government Covid-19 announcements.</p>
20/411	To consider a grant application from West Hill PTFA – to create an all weather path and install a canopy for shade.

20/410	Covid-19: To consider The impact of any recent Government Covid-19 announcements.
20/412	To consider a grant application from Ottery Help Scheme – to support projects enabling clients to meet and socialise outside the home.
20/413	To receive an update on the development of the Community Emergency Plan for West Hill.
20/414	To receive an update on <ul style="list-style-type: none"> a. the monthly crime stats (for information) b. The Community Safety Partnership c. The Councillor Advocate Scheme (Police & Crime Commissioner)
20/415	To consider a licensing application relating to a Variation to a Club Premises (RBL West Hill)
20/416	Clerks Report: Actions and matters arising from the last meeting 1. Actions, incl outstanding action <ul style="list-style-type: none"> • Otter Nurseries Christmas Lunches 2. Matters arising <ul style="list-style-type: none"> a. Resident communication b. Any urgent matters arising. <ul style="list-style-type: none"> • Reference Book update– Arnold Baker “Local Council Administration” £119.99 (incl 20% NALC discount)
20/417	Finance and Invoices Tracker Invoices received for approval: <ul style="list-style-type: none"> 1. Clerk - claim for expenses (Microsoft subscription) 2. DALC – training Course D Cannings 3. Reference Book update– Arnold Baker “Local Council Administration” £119.99 check <p>To receive the 2020-21 Finance Tracker + Bank reconciliation – will not be available for 1st Dec and will be circulated following the meeting.</p>
20/418	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>
20/419	Next meeting: To confirm the date of the next meeting (by video-conference) which is scheduled for Tuesday 5 th January 2021 or 15 th December 2020 to deal with planning applications (if required).

Signed: *Anne Oliver*, Clerk to the Council, 25th November 2020