

West Hill Parish Council

Clerk to the Council: Anne Oliver

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28th February 2024

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 March 2024** 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 **5pm Friday 1st March 2024**.
3. Agendas and minutes of meetings are available on the Council's website.

Anne Oliver, Clerk to the Council

AGENDA – ORDINARY MEETING OF THE PARISH COUNCIL

Part A

Item (a)	Discussion and decisions (b)
24/078	Welcome and Chairman's announcements
24/079	Apologies. To receive apologies and approve reasons for absence.
24/080	Public question time (3 minutes): 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 includes issues submitted to the Clerk prior to the meeting. <i>Individual contributions are limited to 3 minutes.</i>
24/081	To receive District and County Councillors' reports for information (items raised for decision will appear on the agenda for the next meeting).
24/082	Declarations of Interest: <ul style="list-style-type: none"> - Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests that are not currently entered in the Member's register of interests including the nature and extent of such interests they may have, in items to be considered at this meeting. - Members are also reminded that any change to their Declaration of Interests must be notified to the Monitoring Officer at East Devon District Council within 28 days of the change. - Receipt of requests for dispensations for new Disclosable Pecuniary Interests, Other Registerable Interests or Non-Registerable Interests for items on the Agenda.
24/083	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.

	To consider, if appropriate, any agenda items should be considered in Part B.
24/084	<p>Minutes: To receive the Minutes of the Parish Council meeting of</p> <ul style="list-style-type: none"> - 6th February 2024 (Minute 24/039-24/069) and - Extraordinary Meeting 22nd February 2024 (Minute 23/070-23/077), <p>and to approve the signing of the Minutes by the Chairman as a true record.</p>
24/085	<p>Planning Applications received: To consider and agree a response to:</p> <p>24/0131/TRE Wyndhams Higher Broad Oak Road West Hill EX11 1XF T2, T3 Beech: crown reduce both trees by up to 3ms, maximum diameter of cuts 50mm.</p> <p>24/0352/FUL Lindridge Elsdon Lane EX11 1UB Demolition of existing bungalow and garage with construction of a replacement house and integral double garage.</p>
24/0086	<p>EDDC Planning Decisions: received for information (*denotes WHPC differed)</p> <p>24/0040/TRE White House West Hill Road EX11 1UZ Status: Approved T1, T2 and T3, Oaks : various works.</p> <p>23/2747/TRE Springfield House West Hill Road EX11 1UZ Status: Approved* Row1: x12 Leyland cypress - fell to as near ground level as possible.</p> <p>23/2600/FUL Magnolia Cottage Higher Metcombe EX11 1SL Status: Approved Proposed construction of timber garage and widening of vehicle access</p> <p>23/2535/PIP Land Adjacent Elsdon House Elsdon Lane Status: Non-determination appeal lodged Permission in principle for the demolition of an existing greenhouse and the construction of two dwellings</p> <p>23/2505/PIP Land North Of Oak Road West Hill Ottery St Mary EX11 1X Status: Refused Permission in principle for a residential development of between 2 and 9 dwellings, on land north of Oak Road, West Hill</p> <p>23/1581/OUT Little Orchard West Hill Road EX11 1UZ Status: Withdrawn Removal of 1 No Existing Dwelling (Little Orchard) and Replacement with 3 No Dwellings</p> <p>21/1688/MFUL Land South Of Lily Cottage Exeter Road Whimple Status:Approved* Roadside Service Area (RSA)</p>
24/087	<p>Planning Matters:</p> <ol style="list-style-type: none"> a. To consider correspondence received regarding planning application 24/0044/FUL Potters Country Market West Hill Road b. To note the decisions of EDDC Strategic Planning Committee (a) 13th February 2024 and (b) 5th March if available. c. To receive a verbal update on a meeting with District Cllr Jess Bailey and EDDC Assistant Director – Planning Strategy and Development Management. d. To note the withdrawal of Planning Appeal: Land at Oak Road APP/U1105/W/23/3322776

	<p>regards 22/2533/MOUT</p> <p>e. To consider a non-determination appeal lodged 23/2535/PIP Land Adjacent Elsdon House Elsdon Lane.</p> <p>f. To consider a further response to planning applications with regard to the EDDC decision on 4 Year Housing Land Supply requirement.</p> <p>g. To receive an update on applications awaiting decision by East Devon District Council.</p>
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WHPC Groups + Initiatives

24/088	<p>Finance Working Group:</p> <p>a. To approve the Parish Council's response to the External Auditor regarding the objection to the Council's 2022-23 Annual Return.</p> <p>b. To consider an overtime payment for work completed by the Clerk re 24/088 (a).</p> <p>c. To consider the renewal of an annual subscription to Scribe Accounts Software (2024-25 £345.60+vat).</p> <p>d. To consider arrangements for insurance cover for 2024-25.</p>
24/089	<p>HR Working Group</p> <p>a. To consider legal advice received regarding correspondence from a resident and the Council's Duty of Care as an Employer.</p>

Other Matters

24/090	West Hill Public Footpaths: To approve, if appropriate, the annual grant application for 2024 maintenance works (Parish Paths Partnership scheme)
24/091	To consider correspondence received and agree actions as appropriate: <ul style="list-style-type: none"> a. D-Day 80th Anniversary b. Display Boards
24/092	To consider a voluntary scheme to allow public authorities to apply for a free portrait of His Majesty The King.
24/093	To note feedback from residents about Morrisons (West Hill) prompted by the January 2024 WHPC newsletter.
24/094	To consider a request from DCC Cllr Jess Bailey regarding support for a road safety initiative at King's School in Ottery St Mary.
24/095	To note a public consultation on proposed devolution for Devon and Torbay.
24/096	To receive a verbal update on an inspection of the WHPC's Playpark and to consider recommended actions.
24/097	To consider arrangements for the West Hill Annual Parish Meeting on Thursday 18 th April 2024.

24/098	To receive a verbal update on arrangements for production of VAS Reports and agree actions as appropriate.
24/099	To note the receipt of a complaint 15 th Feb 2024.
24/100	Clerks Report: (for information)
24/101	To review WHPC Action Tracker
24/102	<p>Financial matters:</p> <ol style="list-style-type: none"> 1. To consider and approve, if appropriate, the Schedule of Payments. 2. To consider and approve, if appropriate, any additional payments presented to the meeting. 3. To note the transfer of £5,000 between WHPC deposit/current accounts. 4. To receive, if available, monthly Bank Reconciliations and finance trackers.
24/103	<p>Councillor questions, reports and items for future agenda</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>
24/104	Next meeting: To confirm arrangements for the next WHPC ordinary meeting Tuesday 2nd April 2024 7.30pm at the Village Hall.

Part B - 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.

Signed: *Anne Oliver*, Clerk to the Council, 28th February 2024