

West Hill Parish Council

Clerk to the Council: Anne Oliver
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27th November 2024

To Members of West Hill Parish Council

You are duly summoned to attend the next meeting of West Hill Parish Council (WHPC) to be held at 7.30pm on **Tuesday 3rd December 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 29th November 2024. This will be read out under public participation for members to consider, subject to Council Policies. Please contact the Clerk by email to clerk@westhillparishcouncil.gov.uk
3. Agendas and minutes of meeting are available on the Council's website.

Anne Oliver, Clerk to the Council

AGENDA – ORDINARY MEETING OF THE PARISH COUNCIL

Item (a)	Discussion and decisions (b)
24/347	Welcome and Chairman's announcements
24/348	Apologies. To receive apologies and approve reasons for absence, if considered appropriate.
24/349	Public question time (3 minutes): To allow members of the public present to give their question/comments to 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. (<i>Contributions are limited to 3 minutes</i>)
24/350	District and County Councillors' reports: To receive reports for information (items raised for decision will appear on the agenda for the next meeting)
24/351	To receive Declarations of interest for items on the Agenda and receipt of requests for new Disclosable Pecuniary Interests (DPIs) dispensations for items on the Agenda. 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.
24/352	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. Proposed items: n/a
24/353	Minutes: To receive the Minutes of the Parish Council meeting of 5th November 2024 (Minute 24/321 -24/346) and to approve the signing of the Minutes by the Chairman as a true record.
24/354	Planning Applications received: To consider a response to: 24/2464/TRE 7 Heather Grange West Hill Devon EX11 1XZ T1, Pine tree leaning on adjacent tree: fell.

24/355	<p>Planning decisions received for information (* denotes WHPC differed)</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;"></th> <th style="text-align: center; border-bottom: 1px solid black;">EDDC Decision</th> </tr> </thead> <tbody> <tr> <td>23/0727/MOUT Land North of Eastfield, West Hill Erection of up to 30 dwellings with all matters reserved apart from means of access</td> <td style="text-align: center;">Approved*</td> </tr> <tr> <td>24/1913/TRE Woodlands 2 Birch Grove West Hill Devon EX11 1XP T1, Silver Birch Tree</td> <td style="text-align: center;">Approved</td> </tr> <tr> <td>24/2001/TRE 24 Moorlands West Hill EX11 1UL T1, Oak – various works</td> <td style="text-align: center;">Approved*</td> </tr> <tr> <td>24/2028/TRE The Vicarage Bendarroch Road West Hill Ottery St Mary EX11 1UW T1+T2: Oak: various works. T3: Cherry - fell (dying).</td> <td style="text-align: center;">Approved*</td> </tr> <tr> <td>24/2095/TRE 10 Warren Park West Hill Ottery St Mary EX11 1TN T1 - Cherry, dismantle in sections to near ground level.</td> <td style="text-align: center;">Approved</td> </tr> </tbody> </table>		EDDC Decision	23/0727/MOUT Land North of Eastfield, West Hill Erection of up to 30 dwellings with all matters reserved apart from means of access	Approved*	24/1913/TRE Woodlands 2 Birch Grove West Hill Devon EX11 1XP T1, Silver Birch Tree	Approved	24/2001/TRE 24 Moorlands West Hill EX11 1UL T1, Oak – various works	Approved*	24/2028/TRE The Vicarage Bendarroch Road West Hill Ottery St Mary EX11 1UW T1+T2: Oak: various works. T3: Cherry - fell (dying).	Approved*	24/2095/TRE 10 Warren Park West Hill Ottery St Mary EX11 1TN T1 - Cherry, dismantle in sections to near ground level.	Approved
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34/356	TPO: To note the confirmation of 24/0020/TPO on Land at Lower Broad Oak Road, West Hill.												
24/357	Planning Matters: To receive a verbal report on the EDDC Strategic Planning Committee meeting held on 22 nd November.												

WHPC Groups + Initiatives

24/358	<p>Finance Working Group: 2025-26 WHPC Plan + Budget:</p> <ol style="list-style-type: none"> 1. To receive: <ol style="list-style-type: none"> a. WHPC CIL + s106 statement b. Revised Forecast Receipts + Payments for 2024/25. 2. To consider the Finance WG recommendation to vire earmarked reserves. 3. To consider proposed Parish Council projects for 2025/6/7 and their budget requirements: <ol style="list-style-type: none"> 3.1. Ongoing projects: <ol style="list-style-type: none"> a. Development of a Neighbourhood Plan for West Hill b. Village Hall Pedestrian Path c. Emergency Plan for West Hill 3.2. New projects: <ol style="list-style-type: none"> a. Playpark Refurbishment b. Community Consultation 4. To consider a 2nd draft budget for 2025-26 and to agree actions/amendments. 5. To consider the Parish Council Precept Demand for 2025-26. 6. Annual Governance and Accountability Return (AGAR) 2023-24: To receive the findings of the External Auditor (if available) regarding the challenge to the Council's Annual Return (AGAR) for 2023-24.
24/359	<p>West Hill Neighbourhood Plan:</p> <ol style="list-style-type: none"> a. To consider if the Council has the resources to progress a Neighbourhood Plan for the West Hill Neighbourhood Area. If yes: b. To confirm a start date for the project. c. To establish a Working Group including a councillor representative d. To approve Terms of Reference for the Neighbourhood Plan Working Group. e. Confirm funding allocation for 2024/25 and 2025/26.

24/360	Playpark Working Group: To consider a draft playpark strategy.
24/361	Village Hall Pedestrian Path Working Group: To receive a verbal report: <ul style="list-style-type: none"> a. Phase 1 construction works b. Traffic Regulation Order: consultation timetable (if available)
24/362	Emergency Plan Working Group: To receive a verbal report on: <ul style="list-style-type: none"> a. The Emergency Plan booklet distributed to residents during November 2024 b. The development of an Emergency Plan for West Hill.
24/363	Remembrance Service Working Group: To receive a report on the road closure for the Sunday 10th November 2024 Remembrance Service and to consider any recommendations arising.
24/364	Road Safety Working Group: To approve the Vehicle Activated Sign schedule for 2024/25.

Other Matters

24/365	To consider a response to the Government consultation on remote attendance at council meetings and proxy voting
24/366	To consider arrangements for the 2025 Annual Parish Meeting Thursday 27 th March.
24/367	To consider amendments to the WHPC Grant Policy .
24/368	To consider specific correspondence received
24/369	To note the receipt of a Freedom of Information request and actions taken.
24/370	To receive a report from the Parish Clerk.
24/371	To review WHPC's Action Tracker .
24/372	Financial matters: <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 receive, if available, monthly Bank Reconciliations and finance trackers.
24/373	Councillor 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>
24/374	Next meeting: To confirm arrangements for upcoming WHPC meeting on Tuesday 7th January 2025 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, 27th November 2024