

West Hill Parish Council

Clerk to the Council: Anne Oliver
 Tel: 01404 232 100 / 07450 388198
 Email: clerk@westhillparishcouncil.gov.uk

29th January 2025

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 4th February 2025** 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 31st January 2025. 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)
25/050	Welcome and Chairman's announcements
25/051	Apologies. To receive apologies and approve reasons for absence, if considered appropriate.
25/052	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>).
25/053	District and County Councillors' reports: To receive reports for information (items raised for decision will appear on the agenda for the next meeting)
25/054	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.
25/055	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
25/056	Minutes: To receive the Minutes of the Extraordinary Council meeting of 14th January 2025 (Minute 25/025 -25/049) and to approve the signing of the Minutes by the Chairman as a true record.
25/057	Planning Applications received: To consider a response to: 25/0026/PDQ Weggis Farm Higher Metcombe Ottery St Mary EX11 1SQ

	<p>Prior notification (Class Q (a) and (c)) for a change of use from buildings on an agricultural unit to 5no. dwellinghouses (Use Class C3)</p> <p>25/0027/PDQ Weggis Farm Higher Metcombe Ottery St Mary EX11 1SQ Prior notification (Class Q (a) and (c)) for a change of use from a building on an agricultural unit to 1no. dwellinghouses (Use Class C3)</p> <p>24/2716/FUL South Oak Higher Metcombe Ottery St Mary EX11 1SQ Proposed single storey rear extension and enlargement of existing porch</p> <p>25/0023/DEM The Colonels West Hill Road, West Hill, EX11 1UZ Demolition of single story timber frame bungalow and timber frame garage.</p> <p>25/0148/TRE 20 Moorlands West Hill EX11 1UL T1: Atlas Cedar - lift to clear 2m (approximately first three branches). Shorten side branches over drive by approximately 0.5m to allow better access. Remove ivy and dead wood over 50mm. T2: Beech - shorten branches over roof by 0.5. 1m to leave a more symmetric form. Reason to clear roof. T3: Scots pine - remove long tip heavy branch at approximately 14m over garden and broken stub above. Sever ivy at base. T4: Cherry - lift over road to give 5.2m clearance and shorten back from cedar by 1m.</p>
25/058	Planning decisions received for information (* denotes WHPC differed): None
25/059	To decide a response to a Planning Appeal: APP/U1105/W/24/3357250 Land at Lower Broad Oak Road West Hill EX11 1XH (Outline planning application for the construction of 5 no. dwellings, with all matters reserved).
25/060	Planning Matters: <ol style="list-style-type: none"> To receive a verbal report, if available, on the EDDC Strategic Planning Committee meeting 4th February 2025. To note the arrangements for the public consultation on the publication draft of the Emerging East Devon Local Plan. To receive a report on a meeting with EDDC Tree Officers.

WHPC Groups + Initiatives

25/061	Finance Working Group: <ol style="list-style-type: none"> To receive a 3rd Quarter Financial report and to agree actions, as appropriate. To adopt, if appropriate, amended WHPC Financial Regulations. To receive a WHPC CIL statement and to confirm the use of CIL Monies. To receive a report on the annual inspection of the Council's assets and to decide actions, if appropriate.
25/062	Neighbourhood Plan Working Group: To receive a progress report and to decide actions considered appropriate.
25/063	Village Hall Pedestrian Path Working Group: To receive a progress update and agree actions, if appropriate: <ol style="list-style-type: none"> Application for Certificate of Lawfulness of Phase 1 works and to approve confirm additional costs, £70, paid under Delegated Powers. Lease on Village Hall land S278 + Traffic Regulation Order (both DCC Highways)
25/064	Road Safety Working Group: To receive a report on a meeting with DCC Highways Officers and agree actions, if appropriate.
25/065	Playpark Working Group: <ol style="list-style-type: none"> To receive a report on WHPC's Annual Playpark Inspection and to decide actions and costs.

	<ol style="list-style-type: none"> 2. To receive an update on repairs to triple swing. 3. To receive recommendations for a Long Term Playpark Strategy and agree actions and costs, if appropriate.
25/066	Emergency Plan Working Group: To receive a progress report and agree actions, if appropriate.

Other Matters

25/067	To receive a progress report on nominations for two Assets of Community Value (Potters Country Market (Morrisons) site + Broadoak Plantation) and to confirm payment £84, paid under Delegated Powers.
25/068	<ol style="list-style-type: none"> 1. To receive a report on a meeting to discuss arrangements for a village event to mark VE Day 80. 2. To approve, if appropriate, a grant application from West Hill RBL: a contribution towards costs of a community VE-Day 80 event.
25/069	To consider the WHPC response, if any, to the public consultation: Strengthening the Standards and Conduct Framework for Local Authorities in England
25/070	To consider arrangements for the 2025 Annual Parish Meeting Thursday 27 th March 2025.
25/071	To consider arrangements for Sunday 9 th March: National Day of Reflection of the Covid-19 pandemic.
25/072	To consider arrangements for the next edition of the WHPC newsletter and to approve costs.
25/073	To consider correspondence received (if any).
25/074	To receive a report from the Parish Clerk.
25/075	To review WHPC's Action Tracker and agree actions as considered appropriate.
25/076	<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 receive, if available, monthly Bank Reconciliations and finance trackers.
25/077	<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>
25/078	Next meeting: To confirm arrangements for upcoming WHPC meeting on Tuesday 1st March 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, 29th January 2025