

West Hill Parish Council

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

26th February 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 March 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 28th February 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) |
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| 25/089 | Welcome and Chairman's announcements |
| 25/090 | Apologies. To receive apologies and approve reasons for absence, if considered appropriate. |
| 25/091 | 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>). |
| 25/092 | District and County Councillors' reports: To receive reports for information (items raised for decision will appear on the agenda for the next meeting) |
| 25/093 | 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. |
| 25/094 | 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: 25/117 |
| 25/095 | Minutes: To receive the Minutes of the Parish Council meeting of 4th February 2025 (Minute 25/050 -25/078) and Extraordinary Meeting 19 th February 2025 (Minute 25/079–25-088) to approve the signing of the Minutes by the Chairman as a true record. |
| 25/096 | Planning Applications received: To consider a response to: None outstanding for response. |

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| 25/097 | <p>Planning decisions received for information (*denotes WHPC differed)</p> <p style="text-align: right;">EDDC <u>Decision</u></p> <p>24/2564/TRE Broad Oak Lodge Ford Lane West Hill EX11 1XE T1: Holly - fell. Reason - thin sparse foliage and suppressed form.</p> <p style="text-align: right;">Approved</p> <p>23/1143/MFUL Land South of Windmill Lane The erection of 31 dwellings (11 of which will be provided as affordable housing), formation of access, open space and associated infrastructure</p> <p style="text-align: right;">Approved</p> |
| 25/098 | To decide a response to a provisional TPO: 25/011/TPO Land at The Colonels West Hill Road, West Hill, EX11 1UZ |
| 25/099 | <p>Planning Matters:</p> <ol style="list-style-type: none"> 1. To decide a response to the Regulation 19 Public Consultation Emerging East Devon Local Plan. 2. To decide a response to the Public Consultation for the modification of the Neighbourhood Plan for Clyst St Mary and Sowton (Bishops Clyst). Deadline 17th March 2025. |

WHPC Groups + Initiatives

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| 25/100 | <p>Finance Working Group:</p> <ol style="list-style-type: none"> 1. To consider and accept, if appropriate, a review of Internal Financial Controls. 2. To consider and adopt, if appropriate, an amended WHPC Risk Policy + Financial Risk Management Record. 3. To approve the updated 2025 Asset Register. 4. To note: <ol style="list-style-type: none"> a. Revisions to the Building Society Mandate b. a VAT Reclaim of £3,740.64 c. Parish Paths Partnership Grant Award 2024-25 |
| 25/101 | <p>Neighbourhood Plan Working Group: To receive a report including the decisions:</p> <ol style="list-style-type: none"> a. to schedule a Working Group workshop to develop a community engagement strategy. b. to engage Community Engagement/ Neighbourhood Planning specialist to facilitate the workshop and to approve a budget up to £400+vat. |
| 25/102 | <p>Village Hall Pedestrian Path Working Group: To receive an update, if available, on</p> <ol style="list-style-type: none"> a. Certificate of Lawfulness b. Traffic Regulations Order |
| 25/103 | <p>Emergency Plan Working Group: To receive a progress report and agree actions, if appropriate.</p> |

Other Matters

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| 25/104 | <p>West Hill Public Footpaths - Parish Paths Partnership scheme:</p> <ol style="list-style-type: none"> 1. To receive the annual survey and to consider recommendations. 2. To approve a grant application for 2025-2026 maintenance works. |
| 25/105 | To consider land for sale in the Parish and to decide actions, as appropriate. |
| 25/106 | To approve the Parish Council Newsletter for publication. |
| 25/107 | To consider correspondence regarding 381 and 382 bus services in West Hill |
| 25/108 | To receive an update on Assets of Community Value (if available) |
| 25/109 | <p>To consider arrangements for</p> <ol style="list-style-type: none"> a. Covid National Day of Reflection Sunday 9th March b. the Annual Parish Meeting Thursday 27th March and to approve costs. |

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| 25/110 | To consider a response, if any, to the EDDC public consultation on Public Spaces Protection Orders (deadline 28 April 2025). |
| 25/111 | To consider correspondence received (if any). |
| 25/112 | To receive a report from the Parish Clerk including a. Defibrillator Familiarisation Session, Wednesday 26 th March 2025. 11.00am RBL Clubhouse. |
| 25/113 | To review WHPC's Action Tracker and agree actions as considered appropriate. |
| 25/114 | Financial matters: 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. |
| 25/115 | 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> |
| 25/116 | Next meeting: To confirm arrangements for upcoming WHPC meeting on Tuesday 1st April 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):
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