

## West Hill Parish Council

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30<sup>th</sup> July 2024

### To Members of West Hill Parish Council

You are duly summoned to attend an Extraordinary Meeting of West Hill Parish Council (WHPC) to be held at **10.00am on MONDAY 5<sup>th</sup> August 2024** at the Village Hall, Beech Park, West Hill.

### 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 to the Clerk by **5pm Thursday 1<sup>st</sup> August 2024**.
3. Agendas and minutes of meeting are available on the Council's website.

Anne Oliver, Clerk to the Council

### AGENDA – EXTRAORDINARY MEETING OF THE PARISH COUNCIL

Item (a)	Discussion and decisions (b)
24/243	<b>Welcome and Chairman's announcements</b>
24/244	To receive a report on <b>Councillor vacancies and co-option</b> .
24/245	<b>Apologies.</b> To receive apologies and approve reasons for absence, if considered appropriate.
24/246	<b>Public question time (3 minutes):</b> 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>
24/247	<b>District and County Councillors' reports</b> (if available): To receive reports for information (items raised for decision will appear on the agenda for the next meeting)
24/248	To receive <b>Declarations of interest</b> 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.
24/249	<b>Confidential/exempt items. In consideration of the Public Bodies (Admission to Meetings) Act 1960</b> (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:  24/266 Under the Council's Duty of Care, to consider seeking external advice regarding correspondence received.
24/250	<b>Planning Applications received:</b> To consider a response to:

	<p><b>24/1358/TRE</b> The Warren Warren Park EX11 1TN  G1 - Scots Pine: dismantle to ground level 2x dead trees.  G10 - Pines: Remove lowest limb on 2x Pine trees, MDC 75mm &amp; 100mm.  T4 - Holly: Reduce height to approximately 3m above ground level, Maximum Diameter of Cuts (MDC) 100mm. Thin by up to 15%, MDC 25mm.  T5 - Birch: Crown reduce by 2-2.5m, MDC 50mm.  T6 - Beech: Reduce 2x trees to height of main union of adjacent Ash, approximately 8m above ground level, MDC 100mm.  T7 - Beech: Reduce lowest northerly growing limb back to growth points approximately 3m distal from main stem, remove 2x smaller branches on main stem with an MDC of 125mm for branch 1 and an MDC of 40mm for branch 2.  T8 - Beech: Reduce height by 2.5m, MDC 125mm.  T9 - Willow: Dismantle in stages to near ground level.  T11 - Beech: Crown lift above fruit cage to achieve a 3m clearance, MDC 25m.  T13 - Beech: Reduce height of co-dominant stems from neighbouring tree by 5m, MDC 75mm.</p> <p><b>24/1153/FUL</b> Tale End Toadpit Lane EX11 1TR  Proposed single storey garage/carport, conversion of the existing coach house and link extension between the coach house and main house</p> <p><b>24/1435/PDQ</b> Weggis Farm Higher Metcombe EX11 1SQ  Prior notification (Class Q(a) and (c)) for a change of use from a building on an agricultural unit to 1no. dwellinghouse (Use Class C3)</p> <p><b>24/1436/PDQ</b> Weggis Farm Higher Metcombe EX11 1SQ  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>To confirm consultee comments submitted under Delegated Powers:</p> <p><b>24/1236/FUL</b> 14 High Bank West Hill Devon EX11 1XX  Proposed garage conversion and a forward-facing infill extension to the front elevation.(Support)</p>
<p><b>24/251</b></p>	<p><b>Planning decisions received</b> for information (* denotes WHPC differed)</p> <p><b>24/1123/TRE</b> 10 Heather Grange West Hill EX11 1XZ      Status: Approved*  Various tree works T1 Birch Fell, T2, Douglas fir - shorten low branch T3 Oak, T4 Holly - reduce Spindle - fell. Group of eight Holly beneath pines - remove.</p> <p><b>24/1090/CPL</b> Calluna Beech Park West Hill EX11 1UQ      Status: Approved  Lawful development certificate for proposed single-storey rear extension.</p> <p><b>23/2612/OUT</b> Land at Lower Broad Oak Road West Hill      Status: Refused  Outline planning application for the construction of 5 no. dwellings, with all matters reserved</p>
<p><b>24/252</b></p>	<p><b>Strategic Planning Working Group:</b> To receive feedback on a training event held by Locality Neighbourhood Planning.</p>

**WHPC Groups + Initiatives**

<p><b>24/253</b></p>	<p><b>Village Hall Pedestrian Path Working Group:</b></p> <p>a. To accept, if considered appropriate, terms of a lease on land at the site of West Hill Village Hall for the purposes of constructing a pedestrian path.</p>
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	b. Subject to 24/253 (a), to consider the actions and associated costs required before construction work can start.
<b>24/254</b>	<b>Finance Working Group:</b> a. To receive a report on a request to Exercise the Public Right to inspect the 2023-24 accounts and associated documents. b. To receive a notification of an objection to the Parish Council's 2023-24 Annual Return. c. To consider an overtime request (Preparation for Inspection of Accounts).
<b>24/255</b>	<b>Emergency Plan Working Group:</b> To receive an update on the Emergency Plan workshop held on 30 <sup>th</sup> July 2024 and to consider recommendations.
<b>24/256</b>	<b>Playpark Working Group:</b> To receive an update on replacement playpark benches.
<b>24/257</b>	<b>Infrastructure Working Group:</b> a. To receive an update on ownership of the Bendarroch Road bus shelter and to agree actions, if considered appropriate. b. To receive an update on verge maintenance at the junction of School Lane/West Hill Road and to agree actions, if considered appropriate.

#### Other Matters

<b>24/258</b>	To consider a response to East Devon District Council's consultation on <b>Public Space Protection Orders</b> .
<b>24/259</b>	To review the <b>WHPC Risk Register</b> and agree amendments as required.
<b>24/260</b>	<b>To consider correspondence received:</b> a. West Hill Traffic Issues
<b>24/261</b>	To receive a report from the Parish Clerk
<b>24/262</b>	To review WHPC's <b>Action Tracker</b>
<b>24/263</b>	<b>Financial matters:</b> 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.
<b>24/264</b>	<b>Councillor questions, reports and items for future agenda</b> 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>
<b>24/265</b>	<b>Next meeting:</b> To confirm arrangements for upcoming WHPC meeting on <b>Tuesday 3<sup>rd</sup> September 2024</b> 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.

<b>24/266</b>	Under the Council's Duty of Care, to consider seeking external advice regarding correspondence received.
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Signed: *Anne Oliver*, Clerk to the Council, 30<sup>th</sup> July 2024