

West Hill Parish Council

Clerk to the Council: Anne Oliver
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30th October 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 5th November 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 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)
24/321	Welcome and Chairman's announcements
24/322	Apologies. To receive apologies and approve reasons for absence, if considered appropriate.
24/323	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>
24/324	District and County Councillors' reports: To receive reports for information (items raised for decision will appear on the agenda for the next meeting)
24/325	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.
24/326	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.
24/327	Minutes: To receive the Minutes of the Parish Council meeting of 1st October 2024 (Minute 24/292 -24/320) and to approve the signing of the Minutes by the Chairman as a true record.
24/328	Planning Applications received: To consider a response to: 24/0366/VAR Rockbeare Hill Quarry Rockbeare Exeter EX5 2HB

	<p>Variation of additional condition added (by NMA dated 26 January 2024) to planning permission 16/1464/MFUL to allow the use of the building for operations falling under Use Class B2 General Industry and/or B8 Storage and Distribution Use. Variation of condition 4 of planning permission 16/1464/MFUL to vary the approved drainage strategy.</p> <p>24/2095/TRE 10 Warren Park West Hill Ottery St Mary EX11 1TN T1 - Cherry, dismantle in sections to near ground level.</p> <p>24/2203/TRE The Gables West Hill Road West Hill EX11 1UZ T1, Copper Beech: crown thinning, removing up to 20% of the foliar area to allow dappled light through the canopy; to also reduce extended vertical leaders to tie in with the main canopy, as per annotated photograph attached, removing up to 3m branch ends and making target pruning cuts of up to 40mm.</p> <p>24/0047/TPO Land North of Woodbines, Ford Lane, West Hill</p> <p>To confirm the consultee response made under Delegated Powers: 24/2028/TRE The Vicarage Bendarroch Road West Hill Ottery St Mary - Object</p>																		
<p>24/329</p>	<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: right; vertical-align: bottom;">EDDC Decision</th> </tr> </thead> <tbody> <tr> <td>24/1864/TRE Hawkins Cottage Hawkins Lane Ottery St Mary EX11 1XG T1, T2 & T3 (English Oaks): Various tree works</td> <td style="text-align: right; vertical-align: bottom;">Decided</td> </tr> <tr> <td>24/1793/TRE Birchbank Cottages Lower Broad Oak Road EX11 1XH Various treeworks</td> <td style="text-align: right; vertical-align: bottom;">Approved</td> </tr> <tr> <td>24/1579/VAR Little Glade West Hill Road EX11 1TU Variation of condition 2 (approved plans) on planning permission 21/2989/FUL (erection of a single replacement two-storey dwelling) to allow alterations to the fenestration, driveway, and infilling of covered parking area to create a home gym</td> <td style="text-align: right; vertical-align: bottom;">Approved</td> </tr> <tr> <td>24/1555/FUL Mulberry House Higher Broad Oak Road EX11 1XJ Construction of a first floor side extension and detached garage with alterations to fenestrations</td> <td style="text-align: right; vertical-align: bottom;">Approved</td> </tr> <tr> <td>24/1494/FUL Merrow Cottage Hawkins Lane EX11 1XG Proposed construction of single storey front extension</td> <td style="text-align: right; vertical-align: bottom;">Approved</td> </tr> <tr> <td>24/1153/FUL Tale End Toadpit Lane West Hill Ottery St Mary EX11 1TR Proposed single storey garage/carport, conversion of the existing coach house and link extension between the coach house and main house</td> <td style="text-align: right; vertical-align: bottom;">Approved</td> </tr> <tr> <td>24/0829/FUL Lower Church Mead Toadpit Lane West Hill Devon EX11 1TR Demolition of existing garage, construction of new garage and residential annexe</td> <td style="text-align: right; vertical-align: bottom;">Approved</td> </tr> <tr> <td>Planning Appeal: APP/U1105/W/24/3338889 23/2535/PIP Land Adjacent Elsdon House: Permission in principle for the demolition of an existing greenhouse and the construction of two dwellings</td> <td style="text-align: right; vertical-align: bottom;">Inspector Decision: Appeal Dismissed</td> </tr> </tbody> </table>		EDDC Decision	24/1864/TRE Hawkins Cottage Hawkins Lane Ottery St Mary EX11 1XG T1, T2 & T3 (English Oaks): Various tree works	Decided	24/1793/TRE Birchbank Cottages Lower Broad Oak Road EX11 1XH Various treeworks	Approved	24/1579/VAR Little Glade West Hill Road EX11 1TU Variation of condition 2 (approved plans) on planning permission 21/2989/FUL (erection of a single replacement two-storey dwelling) to allow alterations to the fenestration, driveway, and infilling of covered parking area to create a home gym	Approved	24/1555/FUL Mulberry House Higher Broad Oak Road EX11 1XJ Construction of a first floor side extension and detached garage with alterations to fenestrations	Approved	24/1494/FUL Merrow Cottage Hawkins Lane EX11 1XG Proposed construction of single storey front extension	Approved	24/1153/FUL Tale End Toadpit Lane West Hill Ottery St Mary EX11 1TR Proposed single storey garage/carport, conversion of the existing coach house and link extension between the coach house and main house	Approved	24/0829/FUL Lower Church Mead Toadpit Lane West Hill Devon EX11 1TR Demolition of existing garage, construction of new garage and residential annexe	Approved	Planning Appeal: APP/U1105/W/24/3338889 23/2535/PIP Land Adjacent Elsdon House: Permission in principle for the demolition of an existing greenhouse and the construction of two dwellings	Inspector Decision: Appeal Dismissed
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<p>24/330</p>	<p>Planning Matters:</p> <ol style="list-style-type: none"> 1. To receive a verbal report on the EDDC Planning Committee consideration of applications: 23/1143/MFUL Land south of Windmill Lane + 23/0727/MOUT Land north of Eastfield 2. Emerging East Devon Local Plan: To receive a report on EDDC's Strategic Planning Committee Meeting held on 23rd and 29th October to consider site allocations for Ottery St Mary, West Hill and surrounding areas. 																		

WHPC Groups + Initiatives

<p>24/331</p>	<p>Remembrance Service Working Group: To consider arrangements for the Remembrance Service on Sunday 10th November 2024.</p>
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24/332	HR+ Policy Working Group: To receive a report on the national pay award for the Local Government sector and the Clerk's salary.
24/333	Village Hall Pedestrian Path Working Group: <ol style="list-style-type: none"> 1. To consider arrangements for phase 1 construction works and to approve associated costs. 2. To receive a verbal report on DCC Highways matters including (Traffic Regulations Order + s278 agreement) and to decide actions and costs, considered appropriate.
24/334	Finance Working Group <ol style="list-style-type: none"> a. 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. b. To receive a Draft Financial Report for 1st Half 2024-2025 and to agree actions. c. To receive the Chairman's Draft Report for 1st Half 2024-2025 and to agree actions. d. To consider a draft budget for 2025-26 and to agree actions/amendments. e. To consider the WHPC CIL schedule and agree actions considered appropriate.
24/335	Emergency Plan Working Group: To note the receipt of a grant award of £250 from Devon Communities Together.

Other Matters

24/336	To consider a response to: <ol style="list-style-type: none"> a. Ottery St Mary Town Council public consultation: proposed town centre improvements. b. DCC's public consultation: Local Cycling and Walking Infrastructure Plan (LCWIP).
24/337	To consider a grant application received from West Hill Village Hall Trustees for a contribution towards the cost of new fencing for the pre-school play area.
24/338	To consider arrangements for the 2025 Annual Parish Meeting.
24/339	To consider a subscription renewal to Breakthrough Communications.
24/340	To consider correspondence received
24/341	To consider the purchase of a replacement laptop for the Clerk.
24/342	To receive a report from the Parish Clerk
24/343	To review WHPC's Action Tracker .
24/344	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.
24/345	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>
24/346	Next meeting: To confirm arrangements for upcoming WHPC meeting on Tuesday 3rd December 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, 30th October 2024