

## West Hill Parish Council

Clerk to the Council: Anne Oliver  
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8<sup>th</sup> 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 14<sup>th</sup> January 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 10<sup>th</sup> 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 – EXTRAORDINARY MEETING OF THE PARISH COUNCIL

Item (a)	Discussion and decisions (b)
25/025	<b>Welcome and Chairman's announcements</b>
25/026	<b>Apologies.</b> To receive apologies and approve reasons for absence, if considered appropriate.
25/027	<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>
25/028	<b>District and County Councillors' reports:</b> To receive reports for information (items raised for decision will appear on the agenda for the next meeting)
25/029	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.
25/030	<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: n/a
25/031	<b>Minutes:</b> To receive the Minutes of the Parish Council meeting of <b>3<sup>rd</sup> December 2024</b> (Minute 24/347 -24/374) and to approve the signing of the Minutes by the Chairman as a true record.
25/032	<b>Planning Applications received:</b> To consider a response to:  <b>24/2564/TRE</b> Broad Oak Lodge Ford Lane West Hill T1: Holly - fell. Reason - thin sparse foliage and suppressed form.

	<p><b>25/0019/TRE</b> Land Adjoining West Hayes Eastfield West Hill T1, Birch : dismantle in stages to near ground level.</p> <p>To confirm consultee response agreed under delegated powers:</p> <p><b>23/1143/MFUL</b> Land at Windmill Lane.</p>	
<b>25/033</b>	<p><b>Planning decisions received</b> for information (*denotes WHPC differed)</p> <p><b>24/2464/TRE</b> 7 Heather Grange West Hill EX11 1XZ T1, Pine tree leaning on adjacent tree: fell.</p> <p><b>24/2377/TRE</b> Elsdon House Elsdon West Hill Silvicultural thinning of various mixed conifers.</p> <p><b>24/2203/TRE</b> The Gables West Hill Road West Hill Ottery St Mary EX11 1UZ T1, Copper Beech</p>	<p>EDDC <u>Decision</u></p> <p>Withdrawn</p> <p>Withdrawn</p> <p>Split Decision</p>
<b>25/034</b>	<p><b>Planning Matters:</b> To receive a verbal report on the progress of the new East Devon Local Plan (EDDC Strategic Planning Committee meeting held on 11<sup>th</sup> December 2024.)</p>	

### WHPC Groups + Initiatives

<b>25/035</b>	<p><b>Finance Working Group:</b> 2025-26 WHPC Plan + Budget: (paper previously published)</p> <ol style="list-style-type: none"> <li>1. To approve the budget for 2025-26.</li> <li>2. To determine the Parish Council Precept Demand for 2025-26.</li> <li>3. To agree an Internal Audit contract.</li> </ol>
<b>25/036</b>	<p><b>Village Hall Pedestrian Path Working Group:</b></p> <ol style="list-style-type: none"> <li>1. To consider a request to approve amendments to the existing lease on land at the Village Hall.</li> <li>2. Phase1 works: to decide further actions and to approve costs, if considered appropriate</li> <li>3. To approve, if considered appropriate, a risk assessment for land at the Village Hall.</li> <li>4. To receive a verbal report Traffic Regulation Order consultation timetable (if available)</li> </ol>
<b>25/037</b>	<p><b>Neighbourhood Plan Working Group:</b> To receive a progress report.</p>

### Other Matters

<b>25/038</b>	To consider actions regarding <b>Assets of Community Value</b> whose registration will expire in 2025: McColls (Morrisons) site + Broadoak Plantation.
<b>25/039</b>	To consider the WHPC response, if any, to the following public consultations: <ol style="list-style-type: none"> <li>a. EDDC: Tree, Hedge &amp; Woodland Strategy (Final draft)</li> <li>b. Government: Local Audit Reform ((deadline 29 January 2025)</li> </ol>
<b>25/040</b>	To consider arrangements for WHPC's annual inspection of the playpark.
<b>25/041</b>	To consider arrangements for the <b>2025 Annual Parish Meeting</b> Thursday 27 <sup>th</sup> March.
<b>25/042</b>	To consider the use of CIL monies available for West Hill.
<b>25/043</b>	To consider correspondence received (if any).
<b>25/044</b>	To note the receipt of <b>Freedom of Information requests and complaint</b> during December and actions taken.
<b>25/045</b>	To receive a report from the Parish Clerk.
<b>25/046</b>	To review WHPC's <b>Action Tracker</b> and agree actions as considered appropriate.
<b>25/047</b>	<p><b>Financial matters:</b></p> <ol style="list-style-type: none"> <li>1. To consider and approve, if appropriate, the Schedule of Payments.</li> </ol>

	<p>2. To consider and approve, if appropriate, any additional payments presented to the meeting.</p> <p>3. To receive, if available, monthly Bank Reconciliations and finance trackers.</p>
<b>25/048</b>	<p><b>Councillor questions, reports and items for future agenda</b></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>
<b>25/049</b>	<p><b>Next meeting:</b> To confirm arrangements for upcoming WHPC meeting on <b>Tuesday 4<sup>th</sup> February 2025</b> 7.30pm at the Village Hall</p>

**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, 8<sup>th</sup> January 2024