

**WEST HILL PARISH COUNCIL  
MINUTES OF THE PARISH COUNCIL MEETING  
HELD ON 2<sup>nd</sup> July 2024 AT 7.30PM**

Present:	Chairman Cllr Francis Pullman (FP), Cllr ShirleyMay Saunders, Cllr Andrew Gorton (AG), Cllr Ann Cooper (AC)
In attendance:	Anne Oliver Parish Clerk, DCC/EDDC Cllr Jess Bailey (JB) from 7.38pm onwards, 3 members of the public.
Absent	Cllr Trevor Ingram (TI)

**Minutes of the Ordinary Meeting of the Parish Council**

Item (a)	Discussion and decisions (b)
<b>24/213</b>	<p><b>Welcome and Chairmans announcements:</b> The meeting started at 7.30pm. The Chairman, Cllr FP, welcomed everyone to the meeting.</p> <p>The Chairman’s report included:</p> <ul style="list-style-type: none"> <li>• As the Council does not have a Council meeting scheduled for August 2024 an Extraordinary Meeting will be called if required.</li> <li>• Residents were reminded that photo-id will be required when voting in person at the General Election on 4<sup>th</sup> July 2024.</li> <li>• East Devon District Council (EDDC) issued an important update for postal voters on 2<sup>nd</sup> July 2024. Information is available on the EDDC website and Parish Council noticeboards.</li> </ul>
<b>24/214</b>	<p><b>Apologies.</b> To receive apologies and approve reasons for absence. The meeting received apologies from Cllr TI and the reason for absence was unanimously accepted.</p>
<b>24/215</b>	<p><b>Public question time (3 minutes):</b> Residents are invited to give their views and question 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. This item includes issues submitted to the Clerk prior to the meeting. <i>Individual contributions are limited to 3 minutes.</i></p> <ol style="list-style-type: none"> <li>1. A member of the public spoke to identify themselves as “the vexatious complainant” and to repeat their ongoing dis-satisfaction with the actions of the Council.  The Chairman noted the comments.</li> <li>2. Footpath Warden, Eileen Perkins, reported that contractors had completed their first grass cutting on the footpaths. Also, DCC’s Public Rights of Way Officer had visited footpath 1 to check for flood damage but a second visit may be required. The Footpath Warden offered to meet the Officer on site to discuss the problem.</li> </ol>
<b>24/216</b>	<p>To receive <b>District and County Councillors’ reports</b> for information (items raised for decision will appear on the agenda for the next meeting).</p> <p>DCC/EDDC Cllr Jess Bailey’s (JB) report included:</p> <ul style="list-style-type: none"> <li>- General Election: EDDC is aware of resident’s concerns regarding postal votes and polling cards. An important update for voters was published on 2nd July 2024 and is available on the EDDC website.</li> <li>- Emerging Local Plan - Strategic Planning Committee Working Group sessions are taking place over the coming weeks. This is an opportunity for a representative of Town/Parish Councils, Ward Members and Planning Officers to meet discuss the developments sites in their area. No decisions will be made at the meeting. West Hill Parish Council has been invited to attend</li> </ul>

	<p>a session on 9<sup>th</sup> August. Cllrs JB suggested that she meet with the Parish Council to prepare the meeting.</p> <ul style="list-style-type: none"> <li>- Following the election, the National Planning Policy Framework (NPPF) may be subject to amendments which could affect the Emerging Local Plan.</li> <li>- Cllr JB noted that a report on EDDC's Housing Land Supply was expected to be considered at the next Committee meeting.</li> </ul>
<b>24/217</b>	<p><b>Declarations of Interest:</b></p> <ul style="list-style-type: none"> <li>- Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests that are not currently entered in the Member's register of interests including the nature and extent of such interests they may have, in items to be considered at this meeting.</li> <li>- 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.</li> <li>- Receipt of requests for dispensations for new Disclosable Pecuniary Interests, Other Registerable Interests or Non-Registerable Interests for items on the Agenda.</li> </ul> <p>Cllrs FP, AG, AC, SMS declared no interests on items on the agenda.</p>
<b>24/218</b>	<p><b>Confidential/exempt items.</b> 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.</p> <p>Cllrs unanimously agreed to consider the following items in confidential session if required: 24/239 Village Hall Path Project, 24/240 To review a designation of vexatious complainant, 24/241 Correspondence received (Open Space), 24/242 Correspondence received (Letters).</p>
<b>24/219</b>	<p><b>Minutes:</b> To receive the Minutes of the Parish Council meeting of <b>4<sup>th</sup> June 2024</b> (Minute 24/185 -24/212) and to approve the signing of the Minutes by the Chairman as a true record.</p> <p>The minutes of the meetings of 4<sup>th</sup> June 2024 were unanimously accepted as a true record by those Cllrs present at the meetings and were signed by the Chairman.</p>
<b>24/220</b>	<p><b>Planning Applications received:</b> To consider a response to:</p> <p><b>24/1123/TRE</b> 10 Heather Grange West Hill EX11 1XZ: T1 Birch - fell. T2-T5 Various tree works.</p> <p>The Council supported the felling of T1 Birch (diseased) and T5 Spindle for the reasons given.</p> <p>The Council did not support the works on T2, Douglas Fir and T3 Oak for the following reasons:</p> <ol style="list-style-type: none"> <li>a. The Douglas Fir and Oak are mature trees that play a significant role in the woodland character of the area</li> <li>b. No arboricultural evidence was provided to justify the works.</li> <li>c. The Council saw no requirement to reduce the tree branches.</li> </ol> <p>The Council felt there was insufficient information provided to justify the removal of the group of eight Holly trees. The Council would support the Tree Officers decision on this.</p> <p><b>24/1232/TRE</b> 6 Oak Tree Gardens West Hill EX11 1FR: T5 and T7 Oaks reduce branches by 3m from nos. 6 and 7.</p> <p>The Council did not support the proposed works for the following reasons:</p> <ol style="list-style-type: none"> <li>a. The oak trees are mature trees that play a significant role in the woodland character of the area</li> <li>b. No arboricultural evidence was provided to justify the works.</li> <li>c. The Council saw no requirement to reduce the tree branches.</li> <li>d. Councillors expressed concern that the proposed works could unbalance the tree.</li> </ol> <p>Standing Orders were suspended</p>

	<p>Tree Warden Eileen Perkins, commented that mature oak trees may need to be trimmed to maintain the health of the tree. However, this should be done on the whole tree rather than on one side as the tree may become unbalanced. Standing Orders were resumed.</p>
<p><b>24/221</b></p>	<p><b>Planning decisions received</b> for information (*denotes WHPC differed)  <b>24/0992/FUL</b> Banjul Toadpit Lane West Hill Ottery St Mary EX11 1LQ Status: Approved  Proposed extension and amendments to front porch/lobby.   <b>24/0874/FUL</b> Gorse Lands Hawkins Lane West Hill Devon EX11 1XG Status: Approved  Proposed rear terrace, swimming pool and pool house, alongside a two-storey side extension and single storey front and side extensions and addition of pergola.   <b>23/1973/FUL</b> The Croft Bendarroch Road West Hill Devon EX11 1UW Status: Approved*  Replacement dwelling, including the demolition of the existing dwelling and multiple outbuildings located within the grounds   All decisions were noted.</p>
<p><b>24/222</b></p>	<p><b>Tree Protection Order Notifications:</b> To note  <b>23/0063/TPO</b> Land at Lower Broad Oak Road, West Hill, Ottery St Mary - Confirmed  <b>24/0020/TPO</b> The Finches, Lower Broad Oak Road - provisional  All noted.</p>
<p><b>24/223</b></p>	<p><b>Strategic Planning Working Group:</b> Planning Matters:</p> <ol style="list-style-type: none"> <li>To receive a report on the WHPC Drop-in Session held on 7<sup>th</sup> June 2024 and to confirm the WHPC response to the Further Draft Local Plan Consultation.   Cllr FP gave a short report on the Drop-In Session. The session was not well attended. The views of the 10-20 attendees were consistent: <ul style="list-style-type: none"> <li>- Maintaining a Green Wedge between Ottery St Mary and West Hill was very important.</li> <li>- the proposed Green Wedge boundary between Ottery St Mary and West Hill was supported</li> <li>- Attendees supported the principle of a Green Wedge and considered development in the Green Wedge to be unacceptable.</li> <li>- The consultation material was considered to be confusing as the inclusion of a development site was thought to be contrary to the ethos of a Green Wedge.</li> <li>- If the proposed development site Ottery_01b is approved it may set a precedent for further development along Exeter Road.</li> <li>- There was concern about housing targets but understanding of the need for some development in the East Devon area.</li> </ul> <p>These views formed the basis of the Council's response to the consultation.</p> <p>Action: Clerk to publish the WHPC response to the Further Local Plan Consultation on the Parish Council's website.</p> </li> <li>To consider the agenda for EDDC's Strategic Planning Committee meeting on 9<sup>th</sup> July and items relevant to West Hill.  The agenda for the committee was not available as the meeting has been rescheduled to 15<sup>th</sup> July.</li> <li>To receive a verbal report on progress of the Emerging East Devon Local Plan.  Cllr FP reported that the Council had been invited to attend an EDDC Strategic Planning Committee Working Group session on 9<sup>th</sup> August. The purpose of the session was to discuss West Hill sites put forward for development with the Planning Officers. No decisions will be taken at the meeting. Decisions will be taken at a future Strategic Planning Committee meeting.</li> </ol>

	<p>Cllrs discussed the invitation and noted that the Council has submitted its concerns to the Nov-22 /Jan-23 consultation.</p> <p>It was agreed</p> <ul style="list-style-type: none"> <li>- The Parish Council should accept EDDC Cllr JB's suggestion to meet to prepare for the 9<sup>th</sup> August session.</li> <li>- Cllr AC will represent the Council at the meeting.</li> </ul> <p>Action: the Clerk to arrange a meeting with EDDC Cllr JB prior to 9<sup>th</sup> August.</p> <p><b>Standing Orders were suspended</b></p> <p>Cllr FP asked EDDC Cllr JB for an update on application 23/1143/MFUL Land South of Windmill Lane. He noted that, a year after submission, the application was still awaiting a decision. Cllr JB shared similar concerns and understood that EDDC was awaiting legal advice on the Housing Land Supply Requirement.</p> <p><b>Standing Orders were resumed.</b></p>
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**WHPC Groups + Initiatives**

<b>24/224</b>	<p><b>Finance Working Group:</b></p> <p>a. To receive a 1<sup>st</sup> Quarter 2024-25 Financial Report</p> <p>Cllrs unanimously resolved to accept the report. No significant variance to income or expenditure were reported.</p> <p>Action: The Clerk to publish the 1st Quarter 2024-25 Financial Report on the Council's website.</p> <p>b. To consider the use of CIL monies due to expire 2024-25.</p> <p>Cllrs resolved to proceed with decision 24/204 to purchase two replacement playpark benches. Action: Clerk to write to resident, regarding the possible donation of benches, to confirm the Council's decision and to thank him for his kind offer.</p> <p>c. To consider the External Auditor findings on the challenge to the 2022-23 Annual Return, if received, and agree actions as considered appropriate.</p> <p>No communication had been received from the External Auditor.</p>
<b>24/225</b>	<p><b>Village Hall Pedestrian Path Working Group:</b></p> <p>a. To approve a lease, if available, on land at the site of West Hill Village Hall for the purposes of constructing a pedestrian path.</p> <p>Cllr FP reported the joint WHPC/Village Hall Trustees working group were keen to progress the lease as quickly as possible but were awaiting the draft terms of the lease from the Solicitors. As there is no scheduled meeting of the Council in August, Cllr FP proposed the Parish Council should call an Extraordinary Meeting, if appropriate, in July/August to consider the terms of the lease</p> <p>b. To receive JRC Engineers comments on contractor quotations.</p> <p>Cllr FP confirmed the Parish Council had received a response from JRC Consulting Engineers following their review of the contractor quotes. It was agreed to consider the report in confidential session 24/239 as details of the quotes were to be considered.</p> <p>Cllrs confirmed that they now had sufficient information to make their decision.</p>

<b>24/226</b>	<p><b>Communications Working Group:</b></p> <p>a. To receive a report on the WHPC activities at the West Hill Summer Fete and consider any recommendations arising.</p> <p style="color: red;">Cllr FP gave a short report on the WHPC stall at the PTFA Summer Fete. Members of the Council had a very enjoyable afternoon at the fete and had the opportunity to discuss local matters with residents. The Council's "Treasure Map" raised £63.00 which will be donated to the PTFA (WHPC decision 24/203). The winning tickets were selected in public, by a member of the PTFA and announced at the fete. All of the prizes were awarded in person.</p> <p style="color: red;">Cllrs confirmed the decision taken under delegated powers to amend the approved prizes (£25, £10, £5) to £25 plus 2x£10. Cllrs noted that the balance of the £160+vat budget was not spent as no printing costs were incurred.</p> <p>b. To approve the publication of a WHPC newsletter during September 2024 and to approve a budget up to £500+vat.</p> <p style="color: red;">It was resolved to publish and distribute a WHPC newsletter during September 2024 and to approve a budget of £500+vat.</p> <p>c. To consider artwork for a WHPC promotional banner.</p> <p style="color: red;">It was resolved:</p> <ul style="list-style-type: none"> <li>- that the banner should display an image that characterised the village</li> <li>- to launch a competition in the September newsletter inviting residents to submit photographs.</li> </ul>
<b>24/227</b>	<p><b>HR+ Policy Working Group:</b></p> <p>a. To consider a proposed Parish Council Policy on Gifts to the Parish Council.</p> <p style="color: red;">The HR+ Policy working group presented a new Council policy which set out guidelines on gifts to the Council. Cllr FP read out sections of the policy and emphasised that the Council is not obliged to accept gifts. Also, guidelines on gifts to Councillors are detailed in the Council's Code of Conduct.</p> <p style="color: red;">Cllr SMS felt the Council should have such a policy in place. Cllrs AG and AC agreed.</p> <p style="color: red;">It was resolved to adopt the Policy on Gifts to the Parish Council.</p> <p style="color: red;">Action: The Clerk to publish the Policy on Gifts to the Parish Council it on the Council's website.</p> <p>b. Under the WHPC Complaints Policy, to review a current designation of vexatious complainant.</p> <p style="color: red;">The Chairman explained that the Council was required to consider a designation of vexatious complainant made at the Council meeting 20<sup>th</sup> July 2023. The review would consider:</p> <ul style="list-style-type: none"> <li>- Complaints received from the individual since the most recent designation.</li> <li>- Volume, nature and tone of the complaints.</li> <li>- Any behaviours that may be considered unreasonable as defined in section 9.1 of the Council's Complaints Policy</li> <li>- Any actions that may be considered unreasonable as defined in section 9.2 of the Council's Complaints Policy.</li> </ul> <p style="color: red;">He noted that the Council had received six complaints from the individual since the designation was last extended. Also, a paper had been published for the meeting.</p> <p style="color: red;">Cllrs confirmed that they had sufficient information to undertake the review.</p> <p style="color: red;">It was agreed that the review would take place in confidential session, agenda item 24/240.</p>

<b>24/228</b>	<p><b>Emergency Plan Working Group:</b></p> <p>a. To receive a verbal update on the Emergency Plan workshop held on 24<sup>th</sup> June 2024.</p> <p style="color: red;">The Chairman reported that the workshop considered the aims and workstreams for the project. This included an initial discussion on risks and threats that may affect the village. Questions were asked about how the village emergency plan would fit into District and County preparations.</p> <p style="color: red;">It was agreed that EDDC's Emergency and Resilience Officer would be invited to attend the next meeting.</p> <p style="color: red;">A draft West Hill Emergency Plan would be developed, using a template provided by Devon Communities Together, for consideration at the next workshop. The group will also consider ways to identify and support vulnerable members of the community.</p> <p style="color: red;">Cllrs thanked the 5 public members who attended the workshop.</p> <p>b. To approve the publication of an West Hill Emergency Plan leaflet to be distributed to village households during September 2024 and to approve a budget up to £350+vat if grant funding is not available from other bodies.</p> <p style="color: red;">The Council considered a Working Group recommendation to produce and distribute a West Hill Emergency Plan leaflet to all households. The purpose of the leaflet was to raise awareness of the Council's project and to encourage householders to have a home emergency plan/kit.</p> <p style="color: red;">It was resolved to accept the recommendation and to approve a budget of £350+vat.</p>
<b>24/229</b>	<p><b>Remembrance Service Working Group:</b></p> <p>a. To receive a report on the D-Day 80 Memorial event on Thursday 6th June at the War Memorial and consider any recommendations arising.</p> <p style="color: red;">The Working Group gave a short report on the D-Day 80 event. Comments included:</p> <ul style="list-style-type: none"> <li>- The event was well attended</li> <li>- The event passed without incident</li> <li>- Arrangements for the road closure worked well and the road closure was in place as per the timetable.</li> <li>- No amendments to the event's risk assessment were identified.</li> </ul> <p style="color: red;">The Chairman thanked DCC Highways for approving the road closure at short notice.</p> <p>b. To approve the submission of a road closure application for the 2024 Remembrance Service at the War Memorial.</p> <p style="color: red;">It was resolved to submit an application for the closure of School Lane and part of West Hill Road to enable the Remembrance Sunday Service on 10<sup>th</sup> November 2024 to take place safely and respectfully at the War Memorial.</p>
<b>24/230</b>	<p><b>Playpark Working Group:</b></p> <p>a. To receive a report on recent playpark inspections and actions taken.</p> <p style="color: red;">Cllr AC gave an update on minor maintenance issues and the actions taken. Cllrs also received an update on the re-installation of the story-telling throne/bench.</p> <p style="color: red;">It was resolved to approve a budget of £300+vat for the installation of the story-telling throne/bench and to top up the bark path to address a trip hazard.</p> <p>b. To receive an update on replacement playpark bench(es). Please see Agenda item 24/224 (b).</p>

	<p>The Chairman asked the Working Group to develop a Playpark Strategy for consideration by the Council. He noted that the playpark was a great, popular facility and was keen to ensure that it remained so in future years.</p>
<b>24/231</b>	<p><b>Infrastructure Working Group:</b></p> <p>a. To receive a report on ownership of the Bendarroch Road bus shelter and to agree actions, if considered appropriate.</p> <p>For several years the Parish Council has carried out minor maintenance works on the bus shelter on Bendarroch Road. However, Cllr FP noted the bus shelter was not owned by the Parish Council nor on the Council's Asset Register. Previous attempts to identify the person, organisation or authority responsible for the bus shelter had proved unsuccessful and the Council had carried out the works for the benefit of the community.</p> <p>Recent enquiries confirmed that DCC, EDDC and Ottery St Mary Town Council are not the responsible authority. The bus shelter is not provided by Stagecoach. The bus shelter is not listed with the Land Registry.</p> <p>Cllrs were keen to determine who was responsible for the building as the roof appears to be in poor condition.</p> <p>As a first step, it was resolved to write to the neighbouring householder to establish if they had any information on the matter.</p> <p>b. To consider road safety and verge maintenance at the junction of School Lane/West Hill Road.</p> <p>Cllrs were concerned that the overgrown verge could be a road safety risk as the tall grass could impair visibility at the junction. The overgrown verge had been reported to Highways, as the relevant authority, but no action was taken as it was considered acceptable.</p> <p>Cllr SMS understood that special arrangements had been made with Highways when a village initiative sought the verge to be a wildflower area. Cowslips were understood to be present on the verge.</p> <p>Cllrs agreed to ask for a meeting with Highways to discuss maintenance of the verge.</p>

**Other Matters**

<b>24/232</b>	<p>To consider a <b>Grant Application</b> received from West Hill Wasps for match balls and Respect signage and barriers, £977.82.</p> <p>Standing Order were suspended</p> <p>Bob Chown, a West Hill Wasps manager, spoke in support of the grant application. West Hill Wasps is a popular football club with 14 teams across all age groups. The club has 150+ members from West Hill. The club sought to encourage football in the village and to enable children to play in a supportive positive respectful environment.</p> <p>Cllr FP noted that the application sought a grant award in excess of the £500 cap set in the Council's grant policy. He asked for guidance on the top priority items for the Wasps. He was advised that the match balls (2 per team), £546, were the 1<sup>st</sup> preference item.</p> <p>Standing Orders were resumed</p> <p>Cllr FP noted that only £2,050 of the £3,000 budget allocated for grant awards remained with 2/3rds of the Council year remaining. If awarded in full, the grant ward would leave very little "in the pot". He proposed that the Council should make a grant for 1 of the 3 proposed items.</p>
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	<p>Cllr SMS was keen to support all aspects of the application as “there is so little youth facility in the village”. Cllr AG wanted to encourage participation in sport and supported the grant award in full.</p> <p>It was resolved to exceed the £500 cap and to award the grant in full, £977.82.</p> <p>A member of the public left the meeting. 8.53pm</p>
<b>24/233</b>	<p><b>To consider correspondence received:</b></p> <p>a. Open Space in West Hill (letter to Chairman). The Chairman reported that a resident had written to the Council on behalf of a small group to inform the Council of the possibility of an area of Open Space being donated to the village in return for support for development on the remainder of the site.</p> <p>The Chairman made clear that the Council was not involved in negotiations and the Council would consider any planning application on its merits. The Chairman had written to the group to state that the Council cannot commit to a favourable response to a planning application in lieu of land donated to the village.</p> <p>The Council agreed to continue consideration of the letter in confidential session (Agenda Item 24/241)</p> <p>b. Complaint re verge cutting at the junction of Lower Broad Oak Road + Ash Hill Road (email to the Clerk). Under the terms of the Complaints Policy, the Chairman and Clerk visited the area to view the verge cutting and meet with the resident. The matter was resolved informally and the Council thanked the resident for their co-operation.</p> <p>c. Letters to Chairman, Councillors and Clerk The Council agreed to consider letters written by a resident and delivered directly to The Chairman, individual Cllrs and Clerk in confidential session (Agenda Item 24/242)</p> <p>2 members of the public left the meeting</p>
<b>24/234</b>	<p>To receive a report from the Parish Clerk</p> <ol style="list-style-type: none"> <li>1. The External Auditor had confirmed the receipt of the Council’s 2023-2024 Annual Governance and Accounting Statement.</li> <li>2. The West Hill Village Hall Trustees AGM will take place on Wednesday 17<sup>th</sup> July 7.00pm at the Village Hall. The meeting is open to the public. Cllrs FP, SMS and Clerk will attend the meeting on behalf of the Parish Council.</li> <li>3. The Garden Club reported an incident of minor damage to the plants in the village planter.</li> <li>4. The Lengthsman will be cleaning village road signs in July and carrying out timber treatment at the playpark in July/August. The playpark will be temporarily closed during the works.</li> <li>5. Free Neighbour Plan training sessions are available from Locality, a Government funded national organisation.</li> <li>6. Cllrs were asked to advise the Clerk of any holiday dates as the Council may need to organise an Extraordinary Meeting during July/August as there is no meeting scheduled for August.</li> </ol>
<b>24/235</b>	<p>To review WHPC’s <b>Action Tracker</b>.</p> <p>The meeting considered those items not covered elsewhere on the agenda.</p>
<b>24/236</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>Cllrs considered the Schedule of Payments and invoices circulated before the meeting. No questions were raised. It was resolved to approve the payments and sign the invoices.</p>



	<p>It was resolved to transfer £10,000 from the Council's deposit account to the current account to maintain a balance.</p> <p>2. To consider and approve, if appropriate, any additional payments presented to the meeting. Cllrs approved the payment of additional invoices presented for consideration:</p> <table style="margin-left: 40px;"> <tr> <td>ProLawn Garden Services - VAS Transfers 1st July 2024</td> <td style="text-align: right;">96.00</td> </tr> <tr> <td>JRC Engineers - Tender Review</td> <td style="text-align: right;">450.00</td> </tr> <tr> <td>RBL Club West Hill - Room Hire June 2024</td> <td style="text-align: right;">30.00</td> </tr> <tr> <td>West Hill Village Hall - Room Hire Jun 2024</td> <td style="text-align: right;">58.25</td> </tr> <tr> <td>Clerk Reimbursement - West Hill Prizes - Amazon Vouchers</td> <td style="text-align: right;">45.00</td> </tr> <tr> <td>Clerk Reimbursement - Stationery + Printer Toners</td> <td style="text-align: right;">349.72</td> </tr> </table> <p>3. To receive, if available, monthly Bank Reconciliations and finance trackers. The meeting received the bank reconciliations (April, May) previously reviewed and approved by the Finance Working Group.</p>	ProLawn Garden Services - VAS Transfers 1st July 2024	96.00	JRC Engineers - Tender Review	450.00	RBL Club West Hill - Room Hire June 2024	30.00	West Hill Village Hall - Room Hire Jun 2024	58.25	Clerk Reimbursement - West Hill Prizes - Amazon Vouchers	45.00	Clerk Reimbursement - Stationery + Printer Toners	349.72
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<p><b>24/237</b></p>	<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> <p>Cllr AG asked who was responsible for hedge cutting. The Clerk advised that overgrown hedges that cause a road safety issue can be reported to DCC Highways via their Report a Problem webpage.</p>												
<p><b>24/238</b></p>	<p><b>Next meeting:</b> To confirm arrangements for the upcoming WHPC meeting on <b>Tuesday 3<sup>rd</sup> September 2024</b> 7.30pm at the Village Hall</p>												

District Cllr JB left the meeting  
Part A ended 9.15pm  
Part B began at 9.16pm.

**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.

<p><b>24/239</b></p>	<p>Village Hall Pedestrian Path Working Group: To appoint a preferred contractor, subject to agreement to the terms of a lease.</p> <p>The Council considered the report compiled by JRC Consulting Engineers following their review of contractor quotations. The report advised:</p> <ul style="list-style-type: none"> <li>- both Conditions of Tender were considered to be standard</li> <li>- the tenders were a similar cost</li> </ul> <p>and provided advice on the details and quantities specified within the tender.</p> <p>Cllrs considered each of the contractors' quotes with a focus on cost, timescales, and content. Cllrs chose not to go with the lowest tender. The preferred quote was considered to provide greater detail and the works were well described.</p> <p>It was unanimously resolved to appoint Devon Tarmasters and accept the quote, £21,452.80 + VAT, subject to (a) agreement to the terms of a lease and (b) contract negotiations.</p> <p>Action: The Clerk to notify the contractors of the Council's decision.</p>
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<b>24/240</b>	<p>Under the WHPC Complaints Policy, to review a current designation of vexatious complainant.</p> <p>The review considered:</p> <ul style="list-style-type: none"> <li>- Six complaints received from the individual since the most recent designation.</li> <li>- Volume, nature and tone of the complaints.</li> <li>- Any behaviours that may be considered unreasonable as defined in section 9.1 of the Council's Complaints Policy</li> <li>- Any actions that may be considered unreasonable as defined in section 9.2 of the Council's Complaints Policy.</li> </ul> <p>It was unanimously resolved</p> <ol style="list-style-type: none"> <li>1. The designation was still appropriate.</li> <li>2. The designation should be extended for a period of one year until 2nd July 2025.</li> <li>3. The Council will write to the vexatious complainant to advise them of the decisions.</li> </ol>
<b>24/241</b>	<p>To consider correspondence to the Council regarding Open Space in the village.</p> <p>The Council considered the resident's letter.</p> <p>Cllrs shared the concern that the village lacked public open space for recreation, however the Parish Council confirmed it would not participate in the residents/landowner negotiations. The Council would adhere to its Protocol on Meetings with Developers.</p> <p>Cllrs unanimously agreed the Parish Council:</p> <ul style="list-style-type: none"> <li>- would continue to seek public open space for recreation</li> <li>- would consider a planning application, if submitted, on its own merits</li> <li>- to monitor progress of the initiative</li> <li>- to attend a public meeting if arranged.</li> </ul>
<b>24/242</b>	<p>To consider letters sent to the Chairman, Councillors and Clerk</p> <p>The Council noted the receipt of letters written by a resident and delivered directly to the Chairman, individual Cllrs and Clerk contrary to a restriction placed on communications with the Council previously agreed by the Council and communicated to the resident. The Council would continue to adhere to its Vexatious, Unreasonable Requests and Unreasonably Persistent Requests Policy.</p> <p>The Council unanimously agreed to extend the meeting beyond 2.5hours.</p>

Part B ended at 10.01pm  
Meeting closed at 10.03pm

Signed .....

Date .....