

West Hill Parish Council

Clerk to the Council: Anne Oliver
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25th June 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 **7.00pm** on **Tuesday 1st July 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 make a comment (but don't wish to speak at the meeting) please submit this in writing by **5pm Friday 27th June 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)
25/250	Welcome and Chairman's announcements
25/251	Apologies. To receive apologies and approve reasons for absence, if considered appropriate.
25/252	To receive an update on Councillor vacancies and to consider applications for co-option, if available.
25/253	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>
25/254	District and County Councillors' reports: To receive reports for information (items raised for decision will appear on the agenda for the next meeting)
25/255	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.
25/256	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.
25/257	Minutes: To receive the Minutes of the Parish Council meeting of 3rd June 2025 (Minute 25/220 - 25/249) and to approve the signing of the Minutes by the Chairman as a true record.
25/258	Planning Applications received: To consider a consultee response to: 25/1294/FUL Braeside School Lane West Hill Devon Single storey front and side extension

	<p>25/1271/FUL 15 Perrys Gardens West Hill Devon EX11 1XA Proposed side, rear extension (and porch rebuild) including part garage conversion.</p> <p>25/1169/TRE 2 Heather Grange West Hill Devon EX11 1XZ Tree works T1-T17 (reduce/remove)</p> <p>25/1220/VAR 2 Warren Close West Hill Devon EX11 1XB Variation of Condition 3 (approved materials) on planning permission 23/0658/FUL to re-tile bungalow roof with the same tiles as the new extensions and add timber wall cladding on the rear/south elevation</p> <p>To confirm consultee comments submitted under Delegated Powers:</p> <p>25/1095/FUL Four Pines Hawkins Lane West Hill EX11 1XG Enlargement of roof dormer on principal elevation, introduction of new cladding on principal elevation and roof dormers</p>	
25/259	<p>Planning decisions received for information (*denotes WHPC differed)</p> <p>25/0867/TRE Bendarroch House Bendarroch Road West Hill Devon EX11 1JY T1, Beech : reduce by 15-20% T2, Oak : fell tree T3, Cyprus L fell tree</p> <p>25/0879/TRE 1 Heather Grange West Hill Devon EX11 1XZ T1, willow : fell. T2, lime : reduce by 1m. T3, maple : fell. T4, whitebeam: reduce. T5, bird cherry : fell. T6, bird cherry : prune as for T2.</p> <p>25/0818/TRE 9 Ashley Brake West Hill Ottery St Mary EX11 1TW T1, Evergreen Leylandii tree : removal due to heavily listing T2-T10 Evergreen Leylandii tree : reduction of height by 8m</p>	<p>EDDC <u>Decision</u></p> <p>Decided</p> <p>Approved</p> <p>Approved</p>

WHPC Groups + Initiatives

Finance Working Group:

25/260	<p>Village Hall Path Working Group:</p> <p>a. To receive Devon County Council's response to WHPC application for a Traffic Regulation Order regarding parking restrictions on West Hill Road.</p> <p>Subject to 25.260 (a)</p> <p>b. To formally accept and sign, If, considered appropriate, a Section278 legal agreement relating to development of a new pedestrian entrance from West Hill Road to West Hill Village Hall site.</p> <p>c. To decide the payment of a refundable security bond to be deposited with DCC.</p> <p>d. To decide arrangements and approve costs for the construction of a new pedestrian access onto West Hill Road.</p>
25/261	<p>Finance Working Group: To receive a report on the changes to be reflected in the 2025/26 Annual Governance and Accountability Return (AGAR) and make decisions as appropriate.</p>
25/262	<p>To receive progress reports from other Working Groups (if available):</p> <ul style="list-style-type: none"> - Neighbourhood Plan Working Group - Emergency Plan Working Group - Playpark Working Group

Other Matters

25/263	To consider a Grant Applications from West Hill Village Hall request for £400 funding towards the provision of a first aid course.
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25/264	To receive a report on the Parish Council attendance at the PTFA Summer Fete including the Council's Crazy Golf activity and to consider recommendations.
25/265	To confirm arrangements made under delegated powers in response to a request to inspect the accounts for 2024-2025 .
25/266	To consider Councillor training requirements and to decide actions and costs.
25/267	To consider correspondence received:
25/268	Personnel Matter: To consider a request for payment of additional hours worked during June 2025.
25/269	To receive a report from the Parish Clerk and to note decisions made under delegated powers (if applicable).
25/270	To review WHPC's Action Tracker and agree actions as considered appropriate.
25/271	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.
25/272	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>
25/274	Next meeting: To confirm arrangements for the upcoming WHPC meeting on Tuesday 2nd September 2025 7.00pm 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, 25th June 2025