

West Hill Parish Council

Clerk to the Council: Anne Oliver

Tel: 01404 232 100 / 07413 932406
 Email: clerk@westhillparishcouncil.gov.uk

27th September 2023

To Members of West Hill Parish Council

You are duly summoned to attend the next meeting of West Hill Parish Council to be held at 7.30pm on **Tuesday 3rd October 2023** 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 **12 noon Monday 2nd October 2023**.
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

Part A

Item (a)	Discussion and decisions (b)
23/304	Welcome and Chairman's announcements
23/305	Apologies. To receive apologies and approve reasons for absence.
23/306	Councillor Vacancies: To consider the co-option of Councillors.
23/307	To receive an update on Policing matters in West Hill and the local area from a member of the Exmouth and Ottery St Mary Policing team.
23/308	Public question time (3 minutes) From 7.30pm 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. <i>Individual contributions are limited to 3 minutes.</i> This item includes issues submitted to the Clerk prior to the meeting.
23/309	To receive District and County Councillors' reports for information (items raised for decision will appear on the agenda for the next meeting).
23/310	Declarations of Interest <ol style="list-style-type: none"> a. Register of Interests: Councillors are reminded of the need to update their register of interests. b. To declare any personal interests in items on the agenda and their nature. To declare any disclosable pecuniary interests in items on the agenda and their nature. (Councillors with DPIs must leave the room for the relevant items).
22/311	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. To consider, if appropriate, any agenda items should be considered in Part B. Proposed: 23/322 Lengthsman may be continued in Part B as a commercial matter + 23/330 Personnel Matters.
23/312	Minutes: To receive the Minutes of the Parish Council meeting of 5 th September 2023 (Minute 23/270-23/303) and to approve the signing of the Minutes by the Chairman as a true record.

23/313	<p>Planning Applications received: To consider and agree a response to:</p> <p>a. 23/1973/FUL The Croft Bendarroch Road EX11 1UW Applicant Ms K Boulten Replacement dwelling, including the demolition of the existing dwelling and multiple outbuildings located within the grounds.</p> <p>b. 23/1932/TRE Burwood House 7 Brackendown EX11 1NT Applicant Mr P Shrubsall Tree works (reduction) to T1-T6</p> <p>c. 23/2011/TRE 10 Perrys Gardens EX11 1XA Applicant Miss K Herrity Excavation into raised ground level (and possibly into root protection area of woodland order 23/0006/TPO); extending rear patio area by up to 5m in distance.</p>
23/314	<p>EDDC Planning Decisions: received for information (*denotes WHPC differed)</p> <p>a. 23/1548/TRE Woodstock West Hill Road EX11 1TY Status: Approved</p> <p>b. 23/1367/FUL Land At The Shute Fluxton Higher Metcombe Status: Approved</p>
23/315	<p>Planning Appeal: To consider and agree a response to</p> <ul style="list-style-type: none"> • APP/U1105/W/23/3320367 Land At Toadpit Lane West Hill Ottery St Mary EX11 1LQ • Permission in principle for 2 no. new dwellings (ref 23/0325/PIP)
23/316	<p>To receive notifications of Tree Preservation Orders:</p> <p>a. 23/0009/TPO The Pygthle + Timbercroft. Lower Broad Oak Road (Confirmed)</p> <p>b. 23/0040/TPO Land at Little Orchard, West Hill Road</p>
23/317	<p>Planning Matters:</p> <ol style="list-style-type: none"> 1. To note Devon County Council Highways response to planning application 23/1581/OUT (Land at Little Orchard, West Hill Road) and to consider if the Council wishes to respond. 2. To receive a verbal update from the EDDC Planning Committee 26th September 2023 re planning application 23/1113/FUL Land At Orchard Cottage Elsdon Lane. 3. To receive an update on Emerging East Devon Local Plan: Strategic Planning Committee meeting 3rd October (if available). 4. To receive an update on Neighbourhood Plan: application for the Designation of a Neighbourhood Area for West Hill.

WHPC Groups + Initiatives

23/318	To consider the Parish Council draft action plan for 2023-2024/2027.
23/319	To receive a verbal update on the Village Hall Pedestrian Link project.
23/320	<p>Remembrance Service 2023</p> <ol style="list-style-type: none"> 1. To receive and approve, if appropriate, a Risk Assessment for the event. 2. To confirm the use of S137 monies for the donation for the WHPC Remembrance wreath.

Other Matters

23/321	Clerks Report: (for information)
23/322	To receive a verbal update from the Devon Association of Local Councils Annual AGM + Conference 27th September 2023.
23/323	To consider the appointment of a Lengthsman for 2024.
23/324	To receive a verbal update (if available) on an objection submitted to the External Auditor regarding the 2022-23 Annual Governance and Accounts Return.
23/325	To consider the handover of an Emergency Box from Ottery St Mary Town Council to the Parish Council.
23/326	<p>Financial matters:</p> <ol style="list-style-type: none"> 1. To approve, if appropriate, the transfer of funds between Council accounts. 2. To consider and approve, if appropriate, the Schedule of Payments.

	<p>3. To consider and approve, if appropriate, any additional payments presented to the meeting.</p> <p>4. To receive, if available, monthly Bank Reconciliations and finance trackers.</p>
23/327	<p>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></p>
23/328	<p>Next meeting: To confirm arrangements for the next WHPC ordinary meeting Tuesday 7th November 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.

23/329	To consider the appointment of a Lengthsman for 2024.
23/330	To discuss Personnel Matters .

Signed: *Anne Oliver*, Clerk to the Council, 27th September 2023