

West Hill Parish Council

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29th October 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 4th November 2025** at the Village Hall.

Information for members of the public

- 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.
- If you wish to make a comment (but don't wish to speak at the meeting) please submit this by email to the Clerk clerk@westhillparishcouncil.gov.uk by **5pm Friday 31st October 2025**. Your comment will be read out under public participation for members to consider, subject to Council Policies.
- 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)
25/334	Welcome and Chairman's announcements
25/335	Apologies. To receive apologies and approve reasons for absence, if considered appropriate.
25/336	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>
25/337	District and County Councillors' reports: To receive reports for information (items raised for decision will appear on the agenda for the next meeting).
25/338	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.
25/339	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. Proposed: 25/357 Lengthsman Contract 2026
25/340	Minutes: To receive the Minutes of the Parish Council meeting of 7th October 2025 (Minute 25/306 -25/333) and to approve the signing of the Minutes by the Chairman as a true record.
25/341	Planning Applications received: None received

25/342	Planning decisions received for information (*denotes WHPC differed) EDDC <u>Decision</u> 25/1850/FUL Tifundle Toadpit Lane West Hill EX11 1TR Single storey extension on West elevation and replacement of existing flat roofs with new raised pitched roof..... Approved 25/1706/VAR Mulberry House Higher Broad Oak Road West Hill EX11 1XJ Variation of Condition number 2 - Proposal to relocate the consented garage further back into the site. Approved
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WHPC Groups + Initiatives

25/343	Finance Working Group: a. To receive a Financial Report for 1st Half 2025-2026 and to agree actions. b. To consider a draft budget for 2026-27 and to agree actions/amendments. c. To consider the WHPC CIL schedule and agree actions considered appropriate. d. To consider a business charge card for online purchases.
25/344	Village Hall Path Working Group: To receive a progress update and to decide actions and costs as considered appropriate: a. Devon County Council response to Stage 3 Road Safety Audit (if available) b. Outstanding invoices c. Signs/notices
25/345	Other Working Groups: To receive a progress update and decide actions/costs. - Neighbourhood Plan WG - Emergency Plan WG
25/346	To decide the WHPC Action Plan for Nov-25 to April-27 including organisation structure, actions and costs.

Other Matters

25/347	To consider a grant application: West Hill Primary School PTFA request £2,000 towards the provision of a school library.
25/348	Digital and Data Compliance: To receive a progress report and to agree actions/costs as appropriate. a. Website Accessibility b. Training
25/349	Local Government Reform in Devon: To receive an update on proposals for Local Government Reform in Devon.
25/350	To decide arrangements for a Christmas tree and lighting and to agree actions/costs as appropriate.
25/351	WHPC Action Tracker: To receive updates on actions and matters arising from the last meeting and to agree actions/costs as considered appropriate.
25/352	To consider correspondence received: • Aircraft noise
25/353	Clerk Matters: 1. To receive a report from the Parish Clerk and to agree actions as appropriate 2. To note decisions made under delegated powers (if applicable). 3. Urgent matters (if applicable)

25/354	Financial matters: a. To consider and approve, if appropriate, the Schedule of Payments. b. To consider and approve, if appropriate, any additional payments presented to the meeting. c. To receive, if available, monthly Bank Reconciliations and finance trackers.
25/355	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>
25/356	Next meeting: To confirm arrangements for the upcoming WHPC meeting on Tuesday 2nd December 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.

25/357	To review responses to the advert for a Village Lengthsman and if considered appropriate, to appoint a contractor for 2026.
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Signed: *Anne Oliver*, Clerk to the Council, 29th October 2025