

## West Hill Parish Council

Clerk to the Council: Anne Oliver  
 Tel: 01404 232 100 / 07413 932406  
 Email: clerk@westhillparishcouncil.gov.uk

30<sup>th</sup> March 2022

### 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 5<sup>th</sup> April 2022 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 5<sup>th</sup> April 2022**. This will be read out for members to consider.
3. Agendas and minutes of meeting are available on the Council's website.

**Covid Precautions:** Cllrs and members of the public are reminded to stay at home if unwell

*Anne Oliver*, Clerk to the Council

### AGENDA – ORDINARY MEETING OF THE PARISH COUNCIL

#### Part A

Item (a)	Discussion and decisions (b)
22/077	<b>Welcome and Chairman's announcements</b>
22/078	<b>Apologies.</b> To receive apologies and approve reasons for absence.
22/079	<b>Public question time (3 minutes)</b> 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 included issues submitted to the Clerk prior to the meeting.
22/080	<b>District and County Councillors' reports</b> for information (items raised for decision will appear on the agenda for the next meeting)
22/081	<b>Declarations of Interest</b> <ol style="list-style-type: none"> <li>a. Register of Interests: Councillors are reminded of the need to update their register of interests.</li> <li>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 DPLs must leave the room for the relevant items).</li> </ol>
22/082	<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. <ul style="list-style-type: none"> <li>• Proposed confidential items 22/104 and 22/105</li> </ul>

<b>22/083</b>	<b>Minutes:</b> To approve and sign the minutes of the Parish Council meeting on 1 <sup>st</sup> March 2022, previously circulated.
<b>22/084</b>	<p><b>Planning Applications received</b></p> <p><b>22/0408/FUL</b> Calluna 1B Beech Park West Hill EX11 1UQ    Applicant Mrs Vaughn Two storey extension</p> <p><b>22/0525/TRE</b> The Old Orchard Elsdon Lane EX11 1TZ    Applicant Mrs Hilson G1, Oaks(4) : Reduce crown spread extending to north by approximately 3m, back approximately to a line with ridge of shed roof; branches to be cut back to appropriate growth points; maximum diameter of cuts 150mm; remove any significant major deadwood overhanging garden. Reason for works: Appropriate arboricultural management</p> <p><b>22/0614/TRE</b> Oasis Toadpit Lane EX11 1TR Applicant Mrs Pyne Norway Spruce T610 - removal of the Norway Spruce and replacing with a better quality Nordmann Spruce.</p> <p><b>22/0626/FUL</b> Beechwood Lower Broad Oak Road EX11 1XH Applicant Mrs Appleby Addition of a first floor with side dormer and and alteration to fenestration.</p> <p><b>22/0683/TRE</b> Fair View 1 Brackendown West Hill EX11 1NT Applicant Mr Hall Scots Pine 1 : remove large limb; cut back two smaller limbs; crown thin 20% as indicated in planning statement.</p> <p>Confirmation of decision made under delegated powers to enable EDDC deadline to be met:</p> <p><b>22/0466/FUL</b> 2 Warren Close EX11 1XB    Applicant Mr C Panzeri Erection of single storey side extension, including demolition of conservatory and single storey garage</p>
<b>22/085</b>	<p><b>Planning decisions received</b> for information (*denotes WHPC differed)</p> <p><b>22/0171/TRE</b> The Quest Bendarroch Road EX11 1TS Status: Approved T431, Birch : Fell T432, Scots Pine : Reduce crown height by 2 metres from existing 25 metres; maximum diameter cuts approximately 100mm</p> <p><b>22/0053/FUL</b> 7 Perrys Gardens EX11 1XA Status: Approved Demolition of existing garage and construction of new single storey side extension</p> <p><b>22/0061/TRE</b> Hidden Hayes 21 Hayes End EX11 1GG Status: Approved Scots Pine (T1) Prune southern aspect of trees crown</p> <p><b>22/0036/TRE</b> Maybury Bendarroch Road EX11 1UW Status: Decided* Various tree works</p> <p><b>21/3286/TRE</b> Broad Oak Lodge Ford Lane EX11 1XE Status: Approved Row 1 roadside trees - crown lift over the road to give clearance of 5.5m</p> <p><b>21/2989/FUL</b> Little Glade West Hill Road EX11 1TU Status: Approved* Erection of a single replacement two-storey dwelling.</p> <p><b>22/0224/TRE</b> 13 Hayes End West Hill EX11 1GG Status: Approval with conditions T1, Monterey Pine : Reduce first primary</p>
<b>22/086</b>	<b>TPO notifications:</b> n/a

<b>22/087</b>	<p>To receive an update on a <b>planning matters</b>:</p> <ol style="list-style-type: none"> <li>a. To receive a verbal update on progress on the East Devon Local Plan Review including an update on the joint WHPC/Ottery St Mary Town Council letter sent to EDDC.</li> <li>b. To consider a response, if required, to the Luppitt Neighbourhood Plan consultation.</li> <li>c. To consider implementing a process to identify existing TPOs and areas requiring TPOs.</li> </ol>
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### WHPC Groups + Initiatives

<b>22/088</b>	<p><b>Finance Working Group:</b></p> <ol style="list-style-type: none"> <li>1. To receive an update on the 2021/22 end of year Financials including the timetable for Internal/External Audit</li> <li>2. To confirm arrangements for insurance cover in respect of all insured risks.</li> <li>3. To consider subscription renewal for Survey Monkey</li> </ol>
<b>22/089</b>	<p><b>New Pedestrian Access to Village Hall</b></p> <ol style="list-style-type: none"> <li>1. To receive an update from the joint WHPC/VH working group.</li> <li>2. To approve costs for a topographical survey.</li> </ol>
<b>22/090</b>	<p><b>New Playpark Equipment:</b> To receive a verbal update on new playpark lease.</p>
<b>22/091</b>	<p><b>Community Public Access Defibrillators (CPADs):</b> To receive an update on the installation of the devices at WH RBL clubhouse and Eastfield</p>
<b>22/092</b>	<p><b>Remembrance Day Events 2022:</b> To receive a report and consider the recommendations:</p> <ol style="list-style-type: none"> <li>1. WHPC to be the organiser of the 2022 Remembrance Service</li> <li>2. WHPC to apply for a road closure for the event</li> <li>3. To liaise with Martin Jelf to produce a Traffic Management Plan</li> <li>4. To seek feedback from EDDC regards the event risk assessment.</li> </ol>
<b>22/093</b>	<p><b>Queen's Platinum Jubilee</b></p> <ol style="list-style-type: none"> <li>1. To receive an update on events planned by village groups: RBL, PTFA</li> <li>2. To note the planting of West Hill Queen's Platinum Jubilee Tree at Courtfield Close</li> <li>3. To consider a Pre-School request for support for a West Hill Scarecrow Competition and if agreed decide WHPC funding.</li> <li>4. To consider budget for other WHC Queen's jubilee initiatives.</li> </ol>

### Other Matters

<b>22/094</b>	<p><b>Clerks Report:</b></p> <ol style="list-style-type: none"> <li>1. To confirm decisions taken under Delegated Powers: <ul style="list-style-type: none"> <li>• Lengthsman to remove graffiti in Playpark Playboat</li> <li>• Lengthsman to lay mulch around Jubilee + Landmark trees</li> <li>• Purchase of display boards</li> </ul> </li> <li>2. Action points from previous WHPC meetings</li> <li>3. Matters arising <ul style="list-style-type: none"> <li>• Public Footpath 1: DCC Public Rights of Way approved works subject to budget.</li> </ul> </li> <li>4. Resident Communications</li> <li>5. Any urgent matters arising. <ul style="list-style-type: none"> <li>• West Hill Annual Parish Meeting</li> <li>• Boundary Commission Review Public Consultation</li> <li>• 2022/23 price increases incl Website hosting and support costs</li> </ul> </li> </ol>
<b>22/095</b>	<p><b>Grant Applications:</b></p> <p>To consider applications submitted by the West Hill Primary School PTFA</p> <ol style="list-style-type: none"> <li>1. Queen's Platinum Jubilee: Commemorative medals to be distributed to all children at the school, £663.78</li> <li>2. West Hill Fete 2022: Contribution towards running costs of the Fete £400</li> </ol>

<b>22/096</b>	<b>WHPC 2022-23 Plan:</b> To consider a draft revised plan including working groups, task and finish groups.
<b>22/097</b>	<b>VAS:</b> To receive an annual report on the West Hill VAS scheme.
<b>22/098</b>	To receive a report from The <b>Local Government Resource Centre</b> (ref minute 22/067, 22/104)
<b>22/099</b>	<b>IPCC:</b> to receive an update on the Independent Police Crime Commissioner Seminar
<b>22/100</b>	<b>Police Matters:</b> To receive the monthly West Hill crime stats: Jan 2022 if available (for information)
<b>22/101</b>	<b>Financial matters :</b> To consider and approve the March 2022 Council Schedule of Payments To receive: 2021-22 Finance Tracker, Bank reconciliations 2021, CIL/S106 summary
<b>22/102</b>	<b>Councillors questions, reports and items for future agenda</b> 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>
<b>22/103</b>	<b>Next meeting:</b> To confirm arrangements for the next WHPC ordinary meeting <b>Tuesday 10th May 2022 7.30pm</b> 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.

<b>22/104</b>	To consider the <b>Local Government Resource Centre report</b> and its recommendations including mediation.
<b>22/105</b>	<b>Personnel Matters:</b> To consider the Clerk's claim for an overtime payment.

Signed: *Anne Oliver*, Clerk to the Council, 30<sup>th</sup> March 2022