

**West Hill Parish Council**  
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30<sup>th</sup> September 2026

**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 6<sup>th</sup> October 2026** at the Village Hall.

**Information for members of the public**

- a. 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.
- b. If you wish to make a comment (but don't wish to speak at the meeting) please submit this by email to clerk@westhillparishcouncil.gov.uk by **5pm Friday 2<sup>nd</sup> October 2026**. Your comment will be read out under public participation for members to consider, subject to Council Policies.
- c. 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**

**243 Welcome and Chairman's announcements** (for information only)

**244 Apologies.** To receive apologies and approve reasons for absence, if considered appropriate.

**245 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. (Contributions are limited to 3 minutes).

**246 District and County Councillors' reports:** To receive reports for information (items raised for decision will appear on the agenda for the next meeting).

**247 Declarations of Interest:** 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.

**248 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.

**249** To receive the **Minutes** of the Parish Council meeting held on 1<sup>st</sup> September 2026 (Minute 26/217-26/242) and to approve the signing of the Minutes by the Chairman as a true record.

**250** To decide a response to **planning applications received:**

- **26/1836/TRE** Cherry Garth Elsdon Lane West Hill Ottery St Mary EX11 1TZ  
Copper Beech - fell.
- **25/2375/MRES** Land To The North Of Eastfield West Hill  
Reserved matters application for layout, scale, appearance and landscaping for the construction of 23 dwellings with associated infrastructure and drainage and the discharge of conditions 3, 7, 8, 9, 10, 12, 15 and 17 pursuant to outline application 23/0727/MOUT

- **26/1869/TRE** Birch House 4 Birch Grove West Hill Ottery St Mary EX11 1XP  
T1796 - Pine - Fell. T1797 - Pine - Remove major dead wood. T1798 - Pine - Remove major dead wood. T1799 - Pine - Fell. T1799 - Birch - Fell. G1 - Mixed species on northern boundary - Crown raise any low branches to approximately 4m above ground level.
- **26/1849/FUL** Lindridge Elsdon Lane West Hill EX11 1UB  
Erection of an additional storey above the existing bungalow, erection of single-storey rear and front extensions, erection of a side extension incorporating a double garage with ancillary studio above, together with associated external alterations. Replacement of entrance gate.
- **26/1890/TRE** 18 Ashley Brake West Hill Ottery St Mary EX11 1TW  
T001: Beech - eastern aspect: selective crown thin, removing approximately 20% of the foliage density, maximum cut diameter 30mm. Limb 1 (north-eastern): reduce by approximately 4m to suitable pruning points, leaving a remaining length of approximately 16m. Limb 2 (eastern): reduce by approximately 3m to suitable pruning points, leaving a remaining length of approximately 16 m. Limb 3 (south-eastern): reduce by approximately 4m to suitable pruning points, leaving a remaining length of approximately 9m.
- **26/1889/TRE** Land To The West Of Hilden Lower Broad Oak Road West Hill EX11 1UE  
T4 and T5: English Oak -reduce the entire crowns by approximately 1-2m radially, maintaining balanced, natural crown forms. Pruning cuts to be made back to suitable secondary growth points, avoiding excessive pruning and retaining adequate live foliage throughout each crown

To confirm consultee response submitted under Delegated Powers:

- **26/1527/TRE** 8 Heather Grange West Hill Devon EX11 1XZ: (Defer to Tree Officers)
- **26/1786/TRE** Broad Oak Lodge Ford Lane West Hill Devon EX11 1XE: (Support)
- **26/1759/FUL** Kings Gatchell Higher Metcombe EX11 (no comments)
- **26/1708/FUL** Southlea Lower Broad Oak Road West Hill EX11 1XH: (no comments)
- **26/1790/FUL**. (awaited)

**251 Planning decisions received** for information (\* denotes WHPC differed)

- **26/1562/TRE** Manana Higher Broad Oak Road West Hill EX11 1XD: T1 Beech, G5 Beech/Oak  
Status: Approved
- **26/1522/FUL** Rustlings Lower Broad Oak Road West Hill EX11 1UF: first floor extension Status: Approved
- **26/0639/S106A** Land North Of Eastfield West Hill Section 106 Planning Obligation Agreement  
Status: Decided
- **26/0212/DOC** Land South Of Windmill Lane: Discharge of Condition for 23/1143/MFUL 4, 7, 13, 14, 18, 19, 20, 23 Approved

**252 Planning Matters:** To note the Council's response to application 26/1677/DOC Windmill Lane and Eastfield sites.

**Working Groups**

**253 Finance Working Group:** To note the External Auditor's Interim report for the year ended 31 March 2026

**254 Playpark Working Group:**

- a. To decide arrangements for a public consultation.
- b. To note actions taken by WHPC: Boundary Tree.

**255 Other Working Groups:** To receive reports (actions/costs arising to be agreed at a future meeting).

## Other Matters

### 256 Grant Applications:

- a. To consider an application submitted by Tipton St John Scout Group for a contribution towards the cost of installing new boundary fencing
- b. To consider whether the conditions on the grant awarded to Ottery St Mary Cricket Club have been met.

### 257 West Hill Remembrance Service 2026

- a. To consider arrangements for the Remembrance Service on Sunday 8th November 2026 and to approve a risk assessment and costs as appropriate.
- b. To confirm an order for a Remembrance Wreath and a donation to the 2026 Poppy Appeal under s137 Powers.

**258** To consider the re-appointment of a **Solicitor** on an annual retained basis and to approve costs if considered appropriate.

**259** To consider arrangements for the **Christmas 2026 event**.

**260** To approve the October 2026 edition of the **WHPC newsletter**.

**261** To confirm WHPC representatives and decide WHPC voting at the **Devon Association of Local Councils AGM and Conference**.

**262** To confirm the subscription renewal for Breakthrough Communications, if considered appropriate.

**263** To consider **correspondence** received (if any) and decide actions (as appropriate):

- a. Aircraft Noise
- b. Freedom of Information Request

**264** To receive the **monthly crime statistics** for West Hill (for information)

### 265 Clerk Matters:

- a. To receive a report from the Parish Clerk and to agree actions/costs as appropriate, including:
- b. To note decisions made under delegated powers (if applicable)
- c. Urgent matters (if applicable).

**266 WHPC Action Tracker:** To receive updates on actions and matters arising from the last meeting and to agree actions/costs as considered appropriate.

### 267 Financial matters:

- a. To consider and approve, if appropriate, the Schedule of Payments and internal bank transfers.
- 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.

**268 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. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

**269 Next meeting:** To confirm arrangements for the upcoming WHPC meeting on **Tuesday 3<sup>rd</sup> November 2026** 7.00pm at the Village Hall

Signed: *Anne Oliver*, Clerk to the Council, 30<sup>th</sup> September 2026