

West Hill Parish Council

Clerk to the Council: Anne Oliver

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

1st February 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 7th February 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 6th February 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)
23/031	Welcome and Chairman's announcements
23/032	Apologies. To receive apologies and approve reasons for absence.
22/033	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.
22/034	District and County Councillors' reports for information (items raised for decision will appear on the agenda for the next meeting)
23/035	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).
22/036	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 items, to be considered in Part B, if appropriate: n/a
23/037	Minutes: To approve and sign the minutes of the Parish Council <ol style="list-style-type: none"> a. Extraordinary meeting of 3rd January 2023 b. Meeting on 4th January 2023, both previously circulated.
23/038	Planning Applications received 22/2253/FUL Touch Wood 3 Hylands Close, EX11 1XJ Applicant Mr John

	Retrospective application to retain 1.8m fence to front of property, bordering turning area
23/039	Planning decisions received for information (*denotes WHPC differed) 22/2432/TRE Treeferns Higher Broad Oak Road EX11 1XJ Status: Decided/Split Decision
23/040	Other Planning Matters: <ol style="list-style-type: none"> To note 23/0001/TPO Land at Blackmores, Elsdon Lane EX11 1UB Planning Appeal Straitgate Farm, Exeter Road, Ottery St Mary, EX11 1LG: Appeal upheld

WHPC Groups + Initiatives

23/041	WHPC Strategic Planning Group: <ol style="list-style-type: none"> Emerging East Devon Local Plan: To receive a verbal update. Neighbourhood Plan: To receive a verbal update.
23/042	Village Hall Pedestrian Link: To receive an update on the Invitation to Tender for the construction works and recommendations for the next stage of the project.
23/043	Community Engagement Group: <ol style="list-style-type: none"> To confirm arrangements for the Annual Parish Meeting 10th March 2023. To receive an update on arrangements for West Hill events to celebrate the Coronation of King Charles III. To consider the “Become a Councillor” webpage on the Council’s website.

Other Matters

23/044	Clerks Report: <ol style="list-style-type: none"> To confirm decisions taken under Delegated Powers Action points from previous WHPC meetings Matters arising Resident Communications Any urgent matters arising
23/045	Grant Award: To consider an application from St Michael’s PCC for a community event.
23/046	Resident Communication: To consider the Information Commissioner’s Office decision on a Subject Access request by a resident to a Cllr.
23/047	West Hill Public Footpaths <ol style="list-style-type: none"> To receive the annual Public Footpath survey and consider recommendations. To approve the annual grant application for maintenance works (Parish Paths Partnership scheme)
23/048	Playpark <ol style="list-style-type: none"> To receive a report on WHPC’s annual inspection of the playpark and to consider recommended actions. To review the playpark weekly inspection rota. To receive a verbal update on the removal of the playboat. To consider the next steps following the removal of the Playboat from the Playpark.
23/049	VAS: To consider the WHPC VAS Report for 2022
23/050	WHPC Asset Register and CIL: To note updated statements.
23/051	Leisure East Devon (Ottery St Mary): To receive a verbal update on a recent meeting of the community forum.

23/052	Freedom of Information Request (FOI) + Subject Access Request (SAR): To note the receipt of an FOI/SAR and WHPC responses.
23/053	Seeking Resolution with a Resident: To consider the outcome of the mediation process.
20/054	WHPC Risk Register: To consider the latest update.
23/055	Police Matters: To receive the monthly West Hill crime stats: November 2022 if available (for information)
23/056	Financial matters: <ol style="list-style-type: none"> 1. To consider and approve the Schedule of Payments for WHPC 7th February 2023. 2. To receive if available: WHPC Finance Tracker, Bank reconciliation Nov/Dec 2022.
23/057	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>
23/058	Next meeting: To confirm arrangements for the next WHPC ordinary meeting Tuesday 7th March 2023 7.30pm 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.

	n/a
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Signed: *Anne Oliver*, Clerk to the Council, 1st February 2023

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