

West Hill Parish Council
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30th March 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 7th April 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 Wednesday 1st April 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

Minute reference 26/

072 Welcome and Chairman's announcements (for information only)

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

074 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).

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

076 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.

077 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.

078 To receive the **Minutes** of the Parish Council meeting of 3rd March 2026 (Minute 26/052 -26/071) and to approve the signing of the Minutes by the Chairman as a true record.

079 To decide a response to **planning applications received:** None received

To note consultee comments made under delegated powers:

- **26/0393/TRE** The Vicarage Bendarroch Road West Hill EX11 1UW (SUPPORT)
O3 Oak - removal of dead wood. G26 : Beech - removal as risk limbs will fall onto the highway. Beech badly bark stripped
- **26/0452/TRE** Wrenswood Lower Broad Oak Road West Hill EX11 1UF (NOT SUPPORT)
T1, Beech : reduce height by 2.5m, Maximum Diameter of Cuts (MDC) 50mm; reduce crown spread of western stem where overhanging garden to 2m off base of hedge, MDC 50mm; remove one or two

extended lower branches back to source on eastern stem, reduce remaining canopy on eastern aspect back to 2m from base of hedge, MDC 50mm T2, Beech : reduce height by approximately 1.5m to match finished height of T1.

080 EDDC Planning decisions received for information (*denotes WHPC differed):

- a. **26/0109/FUL** 8 Moorlands West Hill Devon EX11 1UL Status: Approved
Proposed roof mounted PV solar panel array and replacement of flat roof with pitched roof over existing garage and annex
- b. **25/2209/FUL** Land Adjoining White Farm Lane West Hill Ottery St Mary Status: Refused
Construction of 1no. dwelling
- c. **25/2205/TRE** 2 Heather Grange West Hill Devon EX11 1XZ Status: Approved
T1, Magnolia : crown lift to 2.2m above ground level. T2, Birch : remove south western stem leaning over neighbours' property.
- d. **26/0171/FUL** Pinehayes Lower Broad Oak Road West Hill EX11 1XH Status: Approved
Extensions and alterations including first-floor extension, construction of dormers, demolition of existing conservatory and replacement single storey side extension, Changes to external materials.
- e. **25/1651/FUL** Samguri Bendarroch Road West Hill Devon EX11 1TS Status: Approved
Proposed single storey extension on the South West Elevation.

081 To decide a response to planning appeals:

- a. Appeal Ref 6006098 Land Adjoining White Farm Lane: Construction of 1no. dwelling (planning application 25/2209/FUL)
- b. Appeal Ref 6005405 Land At Higher Metcombe Higher Mecombe EX11 1SL: Proposed erection of 3no detached dwellings, stable block and paddock with associated hard and soft landscaping/access (planning application 24/1761/MFUL)

Working Groups

082 Emergency Plan:

- a. To approve a Community Emergency Plan for West Hill
- b. To resolve to accept a Devon Community Resilience Forum grant agreement (£660.63) for the purchase of handheld radios to support the West Hill Emergency Plan.

083 Village Hall Path: To receive a report on the completion of the s278 agreement for works on West Hill Road and the transfer of assets to Devon County Council.

084 Playpark: To receive a report on WHPC's annual playpark inspection and to agree actions/costs as appropriate.

Other Matters

085 To consider a request for a grant award for funding towards the cost of the Summer Fayre (West Hill PTFA request, £475.00)

086 To decide arrangements for the Annual Parish Meeting 14th April 2026 and to agree actions/costs.

087 To approve a **WHPC newsletter** for publication (if appropriate) and to decide a date for publication.

088 To consider an invitation to join the **EDDC East Devon Community Safety Group**.

- 089** To consider Parish Council involvement at the West Hill Summer Fete and to decide actions/costs as considered appropriate.
- 090** To consider **correspondence** received (if any):
- a. Road Safety - junction of West Hill Road/Lower Broad Oak Road
 - b. DCC Highways response to a resident - road safety concerns (West Hill Road)
- 091** To receive the **monthly crime statistics** for West Hill (for information).
- 092 Clerk Matters:**
- a. To receive a report from the Parish Clerk and to agree actions as appropriate
 - b. To note decisions made under delegated powers (if applicable)
 - c. Urgent matters (if applicable).
- 093 WHPC Action Tracker:** To receive updates on actions and matters arising from the last meeting and to agree actions/costs as considered appropriate.
- 094 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.
- 095 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.
- 096 Next meeting:** To confirm arrangements for the upcoming WHPC meeting on **Tuesday 5th May 2026** 7.00pm at the Village Hall

Signed: *Anne Oliver*, Clerk to the Council, 30th March 2026