

West Hill Parish Council
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1st July 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 July 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 3rd July 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

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

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

180 Local Crime Matters:

- a. To receive the **monthly crime statistics** for West Hill (for information).
- b. To receive a report from **Devon & Cornwall Police** (if available)

181 To elect the **Vice-Chairman of the Parish Council:**

- a. to receive nominations and to carry out a vote accordingly.
- b. To receive the Declaration of Acceptance of Office of the Vice-Chairman

182 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).

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

184 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.

185 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.

186 To receive the **Minutes** of the Parish Council meetings and to approve the signing of the Minutes by the Chairman as a true record.

- a. Ordinary meeting 2nd June 2026 (Minute 26/138-26/168)
- b. Extraordinary meeting 24th June 2026 (Min 26/169 -26/177) subject to amended minute references.

187 To decide a response to planning applications received:

- **26/1180/TRE** The Gap Lower Broad Oak Road West Hill EX11 1UD
T1: Beech - remove and dismantle as exhibiting multiple Ganoderma fruiting bodies the base of the stem. Fungal decay is considered likely to be affecting the structural integrity of the tree. Tree to be dismantled in sections and all arisings retained on site. T2: Fir - remove and dismantle to ground level. All timber to be retained on site and all brash to be chipped. T3: Fir - remove and dismantle to ground level. All timber to be retained on site and all brash to be chipped. T4: English Oak - remove three identified lower limbs to provide increased clearance. T5: English Oak - remove selected lower branch(es) to provide increased clearance.
- **26/0737/FUL** Tetry West Hill Ottery St Mary EX11 1UX
Erection of a single-storey timber outbuilding to support the agricultural and horticultural use of the land.
- **26/1249/VAR** Kings Gatchell Higher Metcombe EX11 1SL
Variation of Condition 2 (approved plans) of Planning Permission number 14/3008/FUL (Two storey side extension with rear terrace, enlarged dormer on front elevation and additional dormer on rear elevation) Revised front dormer to south and west elevations

To confirm consultee response submitted under Delegated Powers:

- **26/1119/TRE** 5 Heather Grange West Hill Devon EX11 1XZ
Various works: T1, Pine: T2, Beech: T3, Birch

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

- a. **26/0773/FUL** Hunters Lodge Windmill Lane West Hill EX11 1JP: Retrospective planning application for decking and steps to existing dwelling (C3 use)
Status: Approved*
- b. **26/1176/DOC** Hunters Lodge Windmill Lane West Hill EX11 1JP: Discharge of condition for 26/0773/FUL: Condition 2 (Scenicity)
Status: Approved
- c. **26/0770/TRE** Oasis Toadpit Lane West Hill EX11 1TR: Various treeworks.
Status: Approved
- d. **26/0740/TRE** Timbercroft Lower Broad Oak Road EX11 1XQ: Oak - prune the limbs that overhang the driveway at approximately 8m from the trunk creating 5m clearance above ground level.
Status: Approved
- e. **26/0193/TRE** Great Oak 2 Otter Close Perrys Gardens EX11 1XA: T1: Oak - crown lift secondary branches to 4m. Remove 4 minor (50mm diameter) internal branches from just above first fork.
Status: Approved*
- f. Planning Appeal Ref: 6006098 - **25/2209/FUL** Land Adjoining White Farm Lane, West Hill, EX11 1GF
Appeal Dismissed.

189 Planning Matters: To receive a report on the new **National Scheme of Delegation of Planning Functions** coming into force on 31st October 2026.

Working Groups

190 Finance Working Group: To confirm arrangements made under delegated powers in response to a request to inspect the accounts for 2025-2026 during the Period for Exercise of Public Rights.

191 Playpark Working Group: To receive a report of an accident in the playpark, actions taken to date and to decide further actions and costs.

192 Neighbourhood Plan Working Group:

- a. To receive a progress report and approve payments.
- b. To consider a request for a WHPC newsletter to be issued during September 2026.

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

Other Matters

194 Grant Application: To consider an application submitted by St Michael's PCC for £50 funding for the distribution of Village Welcome Packs to new village residents.

195 West Hill Summer Fete: To receive a report on the Parish Council attendance at the PTFA Summer Fete and to consider recommendations.

196 To consider approval of new/amended policies: **Members Allowance Policy.**

197 To decide arrangements for the **2026 West Hill Annual Remembrance Event.**

198 To consider proposals for **Community Engagement:** monthly drop-in session and pre-election 2027.

199 Bus Service 44a West Hill:

- a. To decide a response to request for changes to the route through West Hill.
- b. To receive an update (if available) on service provision during the temporary closure of West Hill Road (between West Hill and Ottery St Mary) for National Grid works between 14th September - 10th October (incl)

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

201 Clerk Matters:

- a. To receive a report from the Parish Clerk and to agree actions/costs as appropriate, including:
 - o West Hill Road Speed Sign
 - o Annual temporary closure of permissive path onto Village Hall site.
 - o Suggestion for the provision of community 'cool spaces' during periods of extreme heat.
- b. To note decisions made under delegated powers (if applicable)
- c. Urgent matters (if applicable).

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

203 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.

204 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.

- o Devon Communities Together: Digital Inclusion

205 Next meeting: To confirm arrangements for the upcoming WHPC meeting on **Tuesday 1st September 2026** 7.00pm at the Village Hall

Signed: *Anne Oliver*, Clerk to the Council, 1st July 2026