

## West Hill Parish Council

Clerk to the Council: Anne Oliver  
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27<sup>th</sup> July 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 **2<sup>nd</sup> August 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 1<sup>st</sup> August 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)
22/232	<b>Welcome and Chairman's announcements</b>
22/233	<b>Apologies.</b> To receive apologies and approve reasons for absence.
22/234	<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 includes issues submitted to the Clerk prior to the meeting.
22/235	<b>District and County Councillors' reports</b> for information (items raised for decision will appear on the agenda for the next meeting)
22/236	<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>
22/237	<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. <ol style="list-style-type: none"> <li>1. Proposed confidential item 22/259 if appropriate</li> </ol>

<b>22/238</b>	<b>Minutes:</b> To approve and sign the minutes of the Parish Council meeting on 5 <sup>th</sup> July 2022 previously circulated.
<b>22/239</b>	<p><b>Planning Applications received</b></p> <p><b>22/1342/FUL</b> Westleas West Hill Ottery St Mary EX11 1UX Agent Andrew Long Architects Ltd Single storey side infill extension, single storey rear infill extension, porch to front with alteration to fenestration</p> <p><b>22/1543/FUL</b> Dene Lower Broad Oak Road EX11 1XH Applicant Mrs Duffy Single storey side infill extension, single storey rear infill extension, porch to front with alteration to fenestration</p> <p><b>22/1584/FUL</b> Mount Houlditch Farm Toadpit Lane EX11 1LQ Applicant Mr J Brennan Demolition of two barns and three outbuildings and the construction of a residential annexe ancillary to the main dwelling house, a pool house also ancillary to the main dwelling house and an extension to the house for a home office.</p> <p>To confirm decision made under delegated powers to enable EDDC deadline to be met:</p> <ul style="list-style-type: none"> <li>• <b>22/1094/RES</b> Hasta La Vista Windmill Lane EX11 1JP Applicant Mr G Webb Reserved matters application for access, appearance, layout, scale and landscaping pursuant to outline planning permission 19/2834/OUT</li> </ul> <p>Cllrs raised additional concerns: the submitted arboricultural report is out of date, additional access onto Windmill Lane unacceptable.</p> <ul style="list-style-type: none"> <li>• <b>22/1443/FUL</b> Trelowen Higher Metcombe EX11 1S Applicant Mr + Mrs Kelvie Single storey front, side, and rear extensions (with remodelling and alteration to fenestration) and erection of detached garage. (Partial demolition of existing house and garage.)</li> </ul> <p>Cllrs supported the application.</p>
<b>22/240</b>	<p><b>Planning decisions</b> received for information (*denotes WHPC differed)</p> <p><b>22/0847/FUL</b> Longreach Lower Broad Oak Road EX11 1UF Status: Approved Part two storey, part single storey side extension, alterations to fenestration, cladding and associated works</p>
<b>22/241</b>	<p><b>Other Planning matters</b></p> <ol style="list-style-type: none"> <li>1. To note the public consultation on the Broadclyst Neighbourhood Plan (deadline for response 8<sup>th</sup> Sep 2022)</li> <li>2. To consider a request for financial support for the Straitgate Action Group</li> <li>3. To note a request from Ottery St Mary Town Council who propose a review of the current Ottery St Mary &amp; West Hill Neighbourhood Plan</li> </ol>

### WHPC Groups + Initiatives

<b>22/242</b>	<p><b>Village Hall Pedestrian Link:</b> To consider the joint Village Hall Trustees/WHPC working group recommendation</p> <ol style="list-style-type: none"> <li>1. To submit an application to EDDC to vary the layout of the path within the Village Hall site</li> <li>2. To approve associated costs, if appropriate</li> <li>3. To notify the landowner, the Village Hall Trustees, if appropriate.</li> </ol>
<b>22/243</b>	<p><b>Community Engagement Group:</b></p> <ol style="list-style-type: none"> <li>1. To consider a programme of 2022-23 events</li> </ol>

	<ol style="list-style-type: none"> <li>2. To consider arrangements for a September WHPC newsletter. If appropriate.</li> <li>3. To review the WHPC attendance at the Village Fete.</li> </ol>
<b>22/244</b>	<b>Arboretum Group:</b> To seek approval to print a Tree leaflet and the cost of printing
<b>22/245</b>	<b>Strategic Planning Group:</b> To receive, if appropriate a verbal update on the progress of the EDDC Local Plan Review.
<b>22/246</b>	<b>Road Safety Group:</b> <ol style="list-style-type: none"> <li>1. To consider various recommendations.</li> <li>2. To consider a proposal to close the slip road adjacent to the War Memorial.</li> </ol>
<b>22/247</b>	<b>Finance Working Group:</b> <ol style="list-style-type: none"> <li>1. To receive 1<sup>st</sup> Quarter 2022-23 Financial Report</li> <li>2. To approve the WHPC Asset Register</li> <li>3. To approve additions to the WHPC Insurance Schedule.</li> <li>4. To resolve to use CIL monies for the Queens's Platinum Jubilee Bench</li> <li>5. To approve arrangement for the payment of the new playpark equipment invoice.</li> <li>6. To approve the transfer of fund between the WHPC deposit/current account.</li> </ol>

### Other Matters

<b>22/248</b>	<b>Clerks Report:</b> <ol style="list-style-type: none"> <li>1. To confirm decisions taken under Delegated Powers:</li> <li>2. Action points from previous WHPC meetings <ol style="list-style-type: none"> <li>a. Remembrance Service 2022 – Road closure – awaiting DCC Highways response</li> <li>b. WHPC response to Straitgate Appeal submitted</li> </ol> </li> <li>3. Matters arising <ol style="list-style-type: none"> <li>a. Playpark Maintenance – bench + access gate</li> <li>b. Visit to Infocus (West Hill)</li> <li>c. Queen's Platinum Jubilee Bench</li> <li>d. VAS Schedule</li> </ol> </li> <li>4. Resident Communications <ol style="list-style-type: none"> <li>a. Higher Broad Oak Road – West Hill Road Junction</li> </ol> </li> <li>5. Any urgent matters arising <ol style="list-style-type: none"> <li>a. Land for sale</li> </ol> </li> </ol>
<b>22/249</b>	<b>External Audit:</b> To note an objection submitted to the External Auditor regarding the 2022-23 Accounts and Governance.
<b>22/250</b>	<b>West Hill Playpark:</b> <ol style="list-style-type: none"> <li>1. To receive, a verbal update on the installation of new equipment.</li> <li>2. To receive, if available, a report on an inspection of the playboat.</li> </ol>
<b>22/251</b>	<b>Airport Consultative Committee:</b> To receive a report of the 20 <sup>th</sup> July 2022 meeting.
<b>22/252</b>	<b>Office Police and Crime Commissioner:</b> To note a report on the 7 <sup>th</sup> July 2022 seminar for Councillor Advocates across Devon and Cornwall.
<b>22/253</b>	<b>Freedom of Information (FOI) Requests:</b> <ol style="list-style-type: none"> <li>1. To record the receipt of an FOI in July 2022</li> <li>2. To record the closure of an FOI submitted in June 2022</li> </ol>
<b>22/254</b>	<b>Seeking Resolution with a Resident</b>
<b>22/255</b>	<b>Police Matters:</b> To receive the monthly West Hill crime stats: May 2022 if available (for information)
<b>22/256</b>	<b>Financial matters:</b>

	<ol style="list-style-type: none"> <li>1. To consider and approve the Schedule of Payments for WHPC 2<sup>nd</sup> August 2022</li> <li>2. To confirm a transfer £5,000 between WHPC accounts.</li> <li>3. To receive if available: WHPC Finance Tracker, Bank reconciliation June 2022</li> </ol>
<b>22/257</b>	<p><b>Councillor questions, reports and items for future agenda</b></p> <p>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></p>
<b>22/258</b>	<p><b>Next meeting:</b> To confirm arrangements for the next WHPC ordinary meeting <b>Tuesday 6<sup>th</sup> September 2022</b> 7.30pm at the Village Hall.</p>

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>22/259</b>	<b>Seeking Resolution with a Resident</b>
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Signed: *Anne Oliver*, Clerk to the Council, 27<sup>th</sup> July 2022