

# **ANNUAL MEETING OF HOUGHTON & WYTON PARISH COUNCIL**

**WEDNESDAY 1 MAY 2024 7.00PM**

**St Mary's Centre, Chapel Lane, Houghton**

Parish Councillors are hereby summoned to this meeting

**All meetings are open to the public. Please join us.**

## **AGENDA**

### **1. ELECTION OF PARISH COUNCIL CHAIR**

### **2. ELECTION OF PARISH COUNCIL VICE-CHAIR**

### **3. VOLUNTARY POSTS AND REPRESENTATION ON OTHER BODIES**

Tree Wardens, CAPALC, Memorial Hall committee

### **4. APOLOGIES FOR ABSENCE**

To receive and accept apologies for absence.

### **5. DECLARATIONS OF INTEREST**

To receive Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any agenda item.

### **6. PUBLIC COMMENT**

To hear any comments or observations on any item on the agenda. To hear any other issues raised. Limited to 3 minutes per speaker, maximum 20 minutes, at Chair's discretion.

### **7. MINUTES**

To approve as a correct record the Minutes of the Parish Council meeting, 10 April 2024.

### **8. MATTERS ARISING**

To review matters from previous meetings on the action list and not included on this agenda. No decisions to be made under this item.

### **9. DISTRICT AND COUNTY COUNCILLORS' REPORTS**

To receive reports from the District and County Council representatives

### **10. CLERK AND RESPONSIBLE FINANCIAL OFFICERS REPORT**

10.1. To authorise payments due and paid and note financial reports and bank balances.

10.2. Annual Governance and Accounting Return 2023-24 - progress

10.3. Grant Application: to make a decision on making a grant to Feast Week

10.4. Review of all policies - To form a group to review all Parish Council policies including Standing Orders and Financial Regulations

## 11. PLANNING MATTERS

- 11.1. **Proposed addition of a WC/En-suite area to the first floor, accessed via the principle bedroom for East and West Lodge.** Houghton Grange Houghton Hill Houghton Huntingdon PE28 2BZ Ref. No: 24/00292/LBC
- 11.2. **Place gate in boundary wall, demolish shed, alter roof, metal stairs to first floor.** Holme Cottage Huntingdon Road Wyton Huntingdon PE28 2AD Ref. No: 24/00452/LBC
- 11.3. **Proposed works: 3 x Leylandii - Fell to ground level Reason: Trees have recently lost several limbs, including one which damaged neighbouring property. Trees have minimal amenity value and block light from properties on Ansley Road** The Elms Thicket Road Houghton Ref. No: 24/00763/TREE
- 11.4. Houghton Grange phases 1 & 2
- 11.5. Other Planning Matters, including planning applications received after the agenda was published

## 12. REPORTS and RECOMMENDATIONS

- 12.1. Bus stop at Hartford Marina
- 12.2. Parking in the village and speed control – update including costs for solar MVAS on A1123
- 12.3. Drainage and flooding issues - Meeting with Anglian Water
- 12.4. Village photographs – potential project for 2025
- 12.5. Sports Clubs – Annual Agreements and invoices

## 13. PROJECTS

- 13.1. LHI bid 2024 – to make a decision on progress
- 13.2. Clock Tower phase 2
- 13.3. Village Defibrillators
- 13.4. Play Area repairs
- 13.5. Migrate emails and website to 'gov.uk' domain
- 13.6. Playing Field – CCTV at Pavilion
- 13.7. Cemetery Extension

## 1. CORRESPONDENCE

To note Parish Council correspondence and make decisions on future actions.

## 2. ITEMS TO BE CONSIDERED AT FUTURE MEETINGS, DELEGATED ACTION OR FOR INFORMATION ONLY

Reminder – no decisions can be made under this item

## 3. DATE OF NEXT MEETING

The next Parish Council meeting will be on Wed 5 June 2024



Lois Dale, Parish Clerk, Houghton & Wyton Parish Council, 25 April 2024