

MEETING OF HOUGHTON & WYTON PARISH COUNCIL

WEDNESDAY 1 October 2025 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. APOLOGIES FOR ABSENCE

To receive and approve apologies for absence.

2. 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.

3. 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.

4. MINUTES

To approve as a correct record the Minutes of the Parish Council meeting, 3 September 2025 and 18 Sept 2025.

5. MATTERS ARISING

6. DISTRICT AND COUNTY COUNCILLORS' REPORTS

To receive reports from District and County Council representatives

7. PLANNING MATTERS

7.1. [Erection of greenhouse.](#) Whympers The Green Houghton Huntingdon PE28 2AX Ref. No: 25/01626/HHFUL (RG)

7.2. [Change of use from dwelling \(Use Class C3\) & agricultural land to a wellness centre \(Class E\) and wedding and events venue \(Sui Generis\) with guest sleeping accommodation and parking](#) Hemingford Park Common Lane Hemingford Abbots Ref. No: 25/01248/FUL (PB)

7.3. [G1 \(all the trees on the front boundary\): 4 x Field Maple, 2 x Elm, 2 x Sycamore, 1 x Ash: fell and remove stumps.](#) Green Acre Houghton Hill Houghton Huntingdon PE28 2BS Ref. No: 25/01849/TRCA (TW/LD)

7.4. Houghton Grange Phase 2

7.5. Other planning matters

7.5.1. Legal transfer of land to form new Right of Way between Thicket Road and Meadow Lane (PB)

8. REPORTS and RECOMMENDATIONS

8.1. Traffic and highways

- 8.1.1. Local Highway Initiative round 26/27 – discuss potential projects (All)
- 8.1.2. Bus Shelter at Manor Close (LD)

8.2. Playing field and Pavilion

- 8.2.1. Playing field maintenance contract (CA)
- 8.2.2. Request from resident to replace damaged fence (LD)
- 8.2.3. Playing Field CCTV (LD/CA)

8.3. Houghton & Wyton Timebank – Coordinator appointment

8.4. Community Spaces Working Party

8.5. Communication Policy

8.6. Local Government Reorganisation – further consultation of 5th option

8.7. Trees under the control of the Parish Council. Work needed and commissioning a full Tree Survey (LD)

9. PROJECTS

- 9.1. Clock Tower phase 2 – grants for remedial work (RB/LD)

10. CLERK, ASSISTANT CLERK AND RESPONSIBLE FINANCIAL OFFICER'S REPORT

- 10.1. To authorise payments due and paid and note financial reports and bank balances
- 10.2. To note receipt of the Annual Governance and Accountability Return 2024/25
- 10.3. Grant application: – Cricket Club Nets
- 10.4. Monthly budget forecast
- 10.5. CAPALC Update
- 10.6. Parish Council Website refresh
- 10.7. Youth Engagement Event, 8 October

11. CORRESPONDENCE

To note Parish council correspondence and make decisions on future actions

12. ITEMS TO BE CONSIDERED AT FUTURE MEETINGS, DELEGATED ACTIONS OR FOR INFORMATION ONLY (Reminder – no decisions can be made under this item)

13. DATE OF NEXT MEETING

The next Parish Council meeting will be on Wed 5 November 2025



Lois Dale, Parish Clerk, Houghton & Wyton Parish Council, 26th September 2025