

MEETING OF HOUGHTON & WYTON PARISH COUNCIL

WEDNESDAY 3 September 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, 6 August 2025.

5. MATTERS ARISING

6. DISTRICT AND COUNTY COUNCILLORS' REPORTS

To receive reports from District and County Council representatives

7. PLANNING MATTERS

- 7.1. [25/01595/TREE | T1 Beech to right of garden: reduce laterally to edge of patio - 3m lateral reduction. T2 Sycamore to right of garden: reduce 2x long branches to right by 2m to improve shape. T3 Lime at rear of house: remove basal and epicormic growth up to 5m and remove major dead wood. | Wychwood Rectory Lane Wyton Huntingdon PE28 2AQ](#)
- 7.2. [25/00198/HHFUL | Remove the window glass and window glass aluminium frame and rebuild new one in conservatory | The Coach House Rectory Lane Wyton Huntingdon PE28 2AQ](#)
- 7.3. [25/01137/FUL | Erection of storage building \(Use Class B8\) in lieu of open-air storage and change of use of part of the site from agriculture to B8](#)

(retrospective). | New Manor Farm Sawtry Way Wyton Huntingdon PE28 2DY

7.4. Houghton Grange Phase 2

7.5. Other planning matters

8. REPORTS and RECOMMENDATIONS

8.1. Traffic and highways

8.1.1. Report on Meeting with National Trust to discuss issues resulting from visitors to the National Trust Site.

8.1.2. Local Highway Initiative round 26/27

8.2. Playing field and Pavilion

8.2.1 Play area quarterly inspections

8.2.2 Playing field and Pavilion hire charges

8.2.3 To consider resident's request to replace damaged fence

8.3. St Mary's Centre Improvements

8.4 To approve final draft of Standing Orders

8.5 Neighbourhood Plan Housing Needs Survey

9. PROJECTS

9.1. Clock Tower phase 2 –application for remedial works.

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. Grant request – MAGPAS Air Ambulance

10.3. Monthly budget forecast

10.4. CAPALC Update

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 1 October 2025



Lois Dale, Parish Clerk, Houghton & Wyton Parish Council, 28th August 2025