

MEETING OF HOUGHTON & WYTON PARISH COUNCIL
WEDNESDAY 4 DECEMBER 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. 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, 21 October and 6 & 26 November 2024.

5. 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.

6. DISTRICT AND COUNTY COUNCILLORS' REPORTS

To receive reports from District and County Council representatives

7. PLANNING MATTERS

- 7.1. [Lawful development certificate for proposed erection of garage block within residential curtilage.](#) Four Winds Houghton Hill Houghton Huntingdon PE28 2BS Ref. No: 24/02058/CLPD
- 7.2. [Demolition of existing conservatory and replacement with single storey flat roof extension](#) 18 Ware Lane Wyton Huntingdon PE28 2AJ Ref. No: 24/02055/HHFUL
- 7.3. [Renovation and partial re-building of the southern and eastern boundary walls, including new pedestrian gated access and re-instatement of gated vehicular access.](#) Holme Cottage Huntingdon Road Wyton Huntingdon PE28 2AD Ref. No: 24/02003/HHFUL & 24/02004/LBC
- 7.4. [Erection of one and a half storey side extension with dormers and rooflights. Relocation of entrance and gable frontage to side elevation with external insulated cladding to all facades and new windows and doors throughout. Conversion of existing storage barn and renovation into guest suite. Erection of greenhouse. Alteration to existing summer house with re-cladding and re-roofing and associated soft and hard landscaping works and drainage to site.](#) Arkady Thicket Road Houghton Huntingdon PE28 2BQ Ref. No: 24/02002/HHFUL

7.5. Houghton Grange phases 1 & 2

7.6. Other Planning Matters, including planning applications received after the agenda was published

7.6.1. Unit installed at National Trust site

8. REPORTS and RECOMMENDATIONS

8.1. Local Highway Initiative 2025/26 – suggestions for projects

8.2. Traffic and highway issues

8.2.1. Capitally Funded Highways Maintenance Schemes

8.2.2. Capital Maintenance Prioritisation Process – Stakeholder briefing, 12 Dec.

8.3. Parish Council Policies

8.3.1. Draft Equality and Biodiversity policies

8.3.2. Policy review schedule

8.4. Flooding update

8.5. Sports Clubs:

8.5.1. Potential purchase of wheeled football goals

8.5.2. Sports Club Fees 2025

8.6. Wildlife boxes in the churchyard

9. PROJECTS

9.1. Clock Tower phase 2

9.2. Pavilion: update on repairs and refurbishment

9.3. Cemetery Extension

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. Parish Council Budget for 2025-26 and precept request

10.3. Clerk's working hours from April 2025

10.4. Authorise Clerk's training – cemetery memorials

10.5. Gov.uk emails - progress

11. CORRESPONDENCE

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

12. ITEMS TO BE CONSIDERED AT FUTURE MEETINGS, DELEGATED ACTION 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 8 January 2025



Lois Dale, Parish Clerk, Houghton & Wyton Parish Council, 29 November 2024