

MEETING OF HOUGHTON & WYTON PARISH COUNCIL

WEDNESDAY 5 JULY 2023 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 accept 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, 31 May 2023, 7 June 2023 and 21 June 2023.

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 the District and County Council representatives

7. CLERK AND RESPONSIBLE FINANCIAL OFFICERS REPORT

7.1. To authorise payments due (see attachment) and paid and note financial reports and bank balances

7.2. Grant request Co Dojo at Houghton School – to consider approval of grant.

8. REPORTS and RECOMMENDATIONS

8.1. Playing Field

8.1.1. Field Lease - update.

8.1.2. Scout Hut – update on their agreement and proposed garden

8.2. Application for a Definitive Map Modification Order to record a width for The Thicket footpath

8.3. Cemetery extension and car parking

9. PLANNING MATTERS

9.1. **Change of position of the front door and replacement of this and the rear door with new ones. New canopy at the front door, replacing the existing one.**

Adjustments to position/size of two windows on the front ground floor elevation. Replacement of all existing UPVC windows with new, aluminium ones. Introduction of movable folding door at the rear new dining room. Landscaping alterations in the side and rear garden. 4 Laughtons Lane

Houghton Huntingdon PE28 2AT Ref. No: 23/01037/HHFUL

- 9.2. **Internal alterations and extension with replacement windows and doors.** The Old Rectory Rectory Lane Wyton Huntingdon PE28 2AQ Ref. No: 23/01016/HHFUL /Ref. No: 23/01015/LBC
- 9.3. Parish Council response to the HDC Local Plan outline stage consultation.
- 9.4. Enforcement actions – updates on any actions from HDC. To receive notification of any potential enforcement issues.
- 9.5. Other Planning Matters, including planning applications received after the agenda was published

10. PROJECTS

To receive updates on the following projects and make decisions as needed in relation to these projects

- 10.1. Playing Field compound extension & storage sheds
- 10.2. LHI – Mill Street improvements
- 10.3. Clocktower – report from architects
- 10.4. Defibrillators in the parish – update on project
- 10.5. Future Projects – next actions

11. CORRESPONDENCE

To note Parish Council correspondence and make non-financial decisions on any 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 meeting will be the Parish Council meeting on Wed 2 August 2023

14. MOTION TO EXCLUDE PUBLIC AND PRESS

The meeting will be closed to the public and press for item 15 in accordance with The Public Bodies (Admissions to Meetings) Act 1960 as confidential information may be discussed.

15. FUTURE RESOURCE PLANNING

To discuss and make decisions on use of resources



Lois Dale, Parish Clerk, Houghton & Wyton Parish Council, 29 June 2023

	Houghton & Wyton Parish Council			
	DRAFT PAYMENTS LIST July 2023			
Voucher	Name	Description	Amount	Inc Vat
56	Viking	maintenance	71.95	*
	Bleach and toilet rolls for pavilion and black sacks for field litter bins			
57	T & S Gardening and Grounds Maintenance	Green Area Maintenance	630.00	
	cutting playing field and cemetery grass			
58	Red Shoes Accounting Services	Payroll services	234.00	*
	payroll quarter ending June 2023			
59	J & S Gardening & Handyman services	Green Area Maintenance	800.25	
	cutting footpaths and play area April and May			
60	St Marys Church	office Rent	86.47	
	energy cost share May 2023			
		TOTAL	1,822.67	