

MEETING OF HOUGHTON & WYTON PARISH COUNCIL

WEDNESDAY 6 AUGUST 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, 2 July 2025 and 28 July 2025.

5. MATTERS ARISING

6. DISTRICT AND COUNTY COUNCILLORS' REPORTS

To receive reports from District and County Council representatives

7. PLANNING MATTERS

7.1. 25/01137/FUL | Erection of storage building (Use Class B8) in lieu of open air storage | New Manor Farm Sawtry Way Wyton Huntingdon PE28 2DY

7.2. 25/01038/FUL | Siting of three padel tennis courts | Blue Diamond Banks End Wyton Huntingdon PE28 2AA

7.3. 25/00877/CLPD | Application for a Lawful Development Certificate for a Proposed single storey rear extension | 10 Hill Estate Houghton Huntingdon PE28 2BU

7.4. Houghton Grange phase 1 – S106 Agreement, facilities and infrastructure

7.5. Houghton Grange phase 2 – Discuss and make decisions on actions and associated expenditure agreed at meeting on 28 July 2025.

7.6. Potential developments surrounding the Parish – Bellway proposal, RAF Wyton etc

7.7. Other planning matters

8. REPORTS and RECOMMENDATIONS

8.1. Traffic and highway issues

8.1.1. Parking on and around Mill Street - Meeting with National Trust

8.1.2. Outstanding reported issues

8.2. Meeting with HDC Chief Executive Officer – 6th August

8.3. Playing Field and Sports Clubs

8.3.1. CCTV over compound and playing field

8.3.2. Play area maintenance

8.3.3. Meeting to discuss junior football on the school playing field – 9 Sept

8.4. Bus shelter at Manor Close and benches at Manor Close & Houghton Lock

8.5. Timebank – Co-ordinator recruitment

9. PROJECTS

9.1. St Mary's Centre improvements – CIL application

9.2. Clock Tower phase 2

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. Monthly budget forecast

10.3. Parish Council Policies, Guidelines and Procedures

10.3.1. Standing Orders

10.3.2. Meadow Lane Bollard Guidelines

10.4. CAPALC Update

10.5. Meeting with Community Coordinator (Youth) to discuss Youth Engagement and Facilities

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 3 September 2025



Lois Dale, Parish Clerk, Houghton & Wyton Parish Council, 1st August 2025