

MEETING OF HOUGHTON & WYTON PARISH COUNCIL
WEDNESDAY 6 SEPTEMBER 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, 2 August 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. Barclays Bank account – change of accounts status and change of mandate.
- 7.3. Clerk's Assistant recruitment & budgetary implications.
- 7.4. Grass cutting contract renewal – playing field & Cemetery
- 7.5. Office hire agreement renegotiation.
- 7.6. Councillor vacancy recruitment

8. REPORTS and RECOMMENDATIONS

- 8.1. Playing Field
 - 8.1.1. Field Lease - update.
 - 8.1.2. Play Area – repair work needed
 - 8.1.3. Car Park Barrier damage
 - 8.1.4. Parking near the gate onto playing field
- 8.2. Scout Hut – update on their agreement and proposed garden
- 8.3. Clocktower and pavilion fire risk assessments

9. PLANNING MATTERS

- 9.1. **Erection of a fence in place of existing hedge (Retrospective)** Green Gates Church Walk Wyton Huntingdon PE28 2AH Ref. No: 23/01320/HHFUL **BG**
- 9.2. **Change of use of land from Agricultural land to the keeping and exercising of horses with menage (for private use).** Land North Of Ruddles Lane Off Splash Lane Wyton Ref. No: 23/01181/FUL **NE**
- 9.3. **Change of use of an agricultural building into 4 dwellings** Building East Of Gumecestre Farm Splash Lane Wyton Ref. No: 23/01408/PMBPA
- 9.4. **T1 Cedar: remove major dead wood back to sound wood One main limb growing to the south is largely dead, proposed work will remove the dead wood back to sound wood approx. 4 metre lateral reduction** 4 Ansley Road Houghton Huntingdon PE28 2DQ Ref. No: 23/01598/TREE **Tree Wardens**
- 9.5. Enforcement actions – updates on any actions from HDC. To receive notification of any potential enforcement issues.
- 9.6. Houghton Grange phase 2 update
- 9.7. 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 storage sheds
- 10.2. Defibrillators in the parish – update on project
- 10.3. Cemetery extension fencing, trees and works
- 10.4. Clock Tower phase 2
- 10.5. Playing field – hedging, fencing and vegetation in south east corner of field.

11. CORRESPONDENCE

To note Parish Council correspondence and make non-financial decisions on any future actions.

- Suggestion for sign to show pedestrian/cyclist access at Splash Lane
- Campaign to protect Neighbourhood plans

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 4 October 2023



Lois Dale,
Parish Clerk, Houghton & Wyton Parish Council,
1 September 2023