

MEETING OF HOUGHTON & WYTON PARISH COUNCIL
WEDNESDAY 8 JANUARY 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, 4 December 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. [Demolition of garage and erection of replacement garage/carport in a new location.](#) Silverways Thicket Road Houghton Huntingdon PE28 2BQ
Ref. No: 24/02295/HHFUL

7.2. [Conversion of garage to provide gym and office space and construction of rear conservatory to converted garage.](#) New Manor Farm Sawtry Way
Wyton Huntingdon PE28 2DY Ref. No: 24/02369/HHFUL

7.3. Houghton Grange phases 1 & 2

7.4. Electric supply box at National Trust site

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

8. REPORTS and RECOMMENDATIONS

8.1. Local Highway Initiative 2025/26

8.2. Traffic and highway issues

8.3. Sports Clubs – Agreements and fees

8.4. Royal British Legion request to move the War Memorial

8.5. St Mary's Centre Green Energy report/grant application

8.6. Supporting Public Service

9. PROJECTS

- 9.1. Clock Tower phase 2
- 9.2. Pavilion: roof repairs, flooring and changing rooms
- 9.3. Cemetery Extension
- 9.4. Trees in St Mary's churchyard

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. Assistant Clerk - membership of Society of Local Council Clerks and ILCA training
- 10.3. Parish Council Budget for 2025-26 and precept – to agree budget and precept request
- 10.4. Parish Council Policies, Guidelines and Procedures
 - 10.4.1. Risk Register
 - 10.4.2. Equality Policy
 - 10.4.3. Policy Review dates

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)

- Noticeboard at Houghton Grange

13. DATE OF NEXT MEETING

The next Parish Council meeting will be on Wed 5 February 2025



Lois Dale, Parish Clerk, Houghton & Wyton Parish Council, 2 January 2025