

## HOUGHTON AND WYTON PARISH COUNCIL

Minutes of the **Parish Council Meeting** held on Wednesday 3 July 2019, 7:30pm

**Present:** Cllr R Baxendale (Chair)                      Cllr D Bonny  
                   Cllr Mr P Boothman                            Cllr M Curley  
                   Cllr B Gilmour    Cllr S Hodgson  
                   Cllr D Keane    Cllr C Spearing

There were also six members of the public present.

### ACTION

<p><b>1. APOLOGIES FOR ABSENCE</b>          Apologies were received from Cllr N Elborn and C Cllr I Bates.</p>	
<p><b>2. DECLARATIONS OF INTEREST</b>          Cllr Bonny declared an interest in item 14.1 as a contractor who has provided a quote has done work for him.          Cllr Boothman declared an interest in item 8.4 as he lives opposite the property.</p>	
<p><b>3. PUBLIC COMMENT</b>          A resident asked if any further help was needed with collecting signatures in support of a speed reduction on the A1123. She was thanked but it is felt that sufficient support is shown at the moment.</p>	
<p><b>4. MINUTES</b>  <b>RESOLVED:</b> The minutes of the Houghton &amp; Wyton Annual Parish Council meeting of 5 June 2019 were approved.          Proposed: Cllr Spearing, Seconded: Cllr Gilmour. For:7, Abstentions:1</p>	
<p><b>5. MATTERS ARISING</b>          A new sign will be ordered to urge careful cycling on the Thicket footpath.</p>	PB
<p><b>6. DISTRICT AND COUNTY COUNCILLORS REPORTS</b>          D Cllr Keane reported that HDC are focussing on community resilience and would like feedback from community groups. The timebank spring clean is a good example of this as HDC supplied equipment and collected the rubbish. This is, however, a move to get communities to take on duties traditionally provided by HDC.</p>	DK
<p><b>7. RESPONSIBLE FINANCIAL OFFICER'S REPORT</b>  <b>7.1 To authorise payments due</b>          It was noted that the invoice for the installation of the A1123 bus stops is the final invoice and includes the Real Time Information boards that are not yet installed and operational. This final account showed that the bus stop project was delivered on budget.  <b>RESOLVED:</b> All payments due be authorised.          Proposed: Cllr Bonny; Seconded: Cllr Boothman. All in favour          Bank balances will be circulated.</p>	Clerk
<p><b>7.2. Grant Application from Football Club</b>  <b>RESOLVED:</b> The request for a grant of £900 towards the costs of goals, nets and equipment for a new junior Football Club, under the management of the Houghton &amp; Wyton Football Club, be approved.          Proposed: Cllr Hodgson; Seconded: Cllr Spearing. All in favour</p>	Clerk
<p><b>7.3. Increased cost of village Christmas Tree</b>          This follows a notification from the Christmas Lights Committee that the usual supplier of the tree had increased the cost for a 25 foot tree by over 55%  <b>RESOLVED:</b> The original resolution of Oct 2018 remains. The Parish Council will contribute no more than £1,000 towards the village Christmas Tree.</p>	

Proposed: Cllr Curley; Seconded: Cllr Bonny. All in favour

**7.4. Financial Risk Assessment – actions required**

Action	When	Who
A review of Insurance Policy before renewal	Two months before the renewal date which is September 2020	Chris Spearing
Condition Reports needed on assets	Trees, playground, pavilion and Clock Tower surveyed. Potto Brown statue, War Memorial, Telephone Box to be considered later. Church Lych Gate – include in cemetery work	
Need to review HR policies		RB to ask Emma Leach
Review GDPR policy	Review in a year.	Clerk and a councillor
Review computer back up policy	Needs to be written.	Clerk.

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CS &  
BG

**7.5. Assets of Community Value**

**RESOLVED:** An application will be submitted to list the eastern part of the Playing Field on the Community Asset Register.

Proposed: Cllr Bonny; Seconded: Cllr Hodgson. All in favour

**7.6. Arrangements for Music Festival use of Playing Field**

**RESOLVED:** The Music Festival be asked for a fee of £100 for their use of the Playing Field towards maintenance of the field. On the basis that the constitution of the Music Festival shows that is not a charity, it is an open event and the Playing Field is a community asset. Nevertheless, the Parish Council supports the initiative and recognises the hard work of the organisers.

Proposed: Cllr Boothman; Seconded: Cllr Hodgson. All in favour

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**8. PLANNING MATTERS**

**8.1. Report on HDC Development Management Committee, 17 June 2019**

The Parish Council have asked to meet with HDC Planning Service Manager, Jacob Jaarsma as they are not happy with the way an application decision was made at this meeting. There has been no response to the request yet. This will be followed up and a complaint made if necessary, as the action is important in future decision making.

**8.2. The Erection of 98 new dwellings, the demolition of Dormy House and the erection of a new dwelling in lieu of Dormy House, The conversion of The Grange to 5 Apartments and the refurbishment of East & West Lodge, along with all roads, sewers, landscaping and all ancillary works. Houghton Grange Houghton Hill Houghton Huntingdon PE28 2BZ Ref. No: 19/01180/REM Residential Development with Access Road, Open space, Balancing Pond, including Demolition.: Houghton Grange Houghton Hill Houghton Huntingdon PE28 2BZ Ref No: 19/01161/LBC**

**RESOLVED:** Houghton & Wyton Parish Council recommend that this application be **APPROVED**. Subject to the conditions noted below Houghton & Wyton Parish Council recommend approval of the above application for the following reasons:

1. The layout and content remains faithful to the Outline Application

Clerk

consent.

2. The architectural style and vocabulary complements the listed building, landscape and location.
3. The mix of dwelling types will create a balanced community which reflects the distinctive character of Houghton & Wyton
4. The proposals have taken account of the planning policies and aspirations of the Houghton and Wyton Neighbourhood Plan.

Conditions:

1. To bring forward the representations we made in support of our recommendation of refusal for the refusal of Condition 12 (Dormy House retained) Application ref: 19/00828/S73.
2. That the ratio of affordable housing, as defined in the application, is delivered.
3. That a cluster of the properties, about 10%, are subject to a section 106 agreement restricting occupation to the over 60's and/or registered disabled. This will fit in with Houghton & Wyton Neighbourhood Plan, particularly Objective 13, Section 11 and Para 11.11 and Policy 16.
4. That the development plans include appropriate recreational facilities for the residents incorporating a community resource centre (to be defined)
5. That the land drainage proposals are subject to further specialist scrutiny with particular reference to the overflow arrangement south through Thicket Wood, which is considered to be an unsustainable solution. Specialist scrutiny to look into the feasibility of Grey Water harvesting should also be included.
6. That the development scheme incorporates renewable energy technology for heat, light and power. This carbon neutral target design to include electric vehicle charging points convenient to all dwellings.

It is a well documented and acknowledged fact that the A1123 reached capacity some time ago. In granting Planning Permission for successive housing developments along this section of the road the cumulative impact of traffic generation has been ignored.

In representing the concerns of our community we urge Huntingdonshire District Council to refuse all future applications west of St Ives which would add to the congestion and pollution.

Proposed: Cllr Boothman; Seconded: Cllr Gilmour. All in favour

**8.3. Demolition of existing conservatory and erection of two storey rear extension. White Gables, Chapel Lane, Houghton Ref No: 19/01121/HHFUL RESOLVED:** Houghton & Wyton Parish Council recommend **APPROVAL** for the following reasons:

The proposed development will not have a significant visual impact from Chapel Lane but an additional window will overlook the neighbouring property, however there is an existing larger window in the current property which currently overlooks Rosemallow.

Considering the Houghton & Wyton Neighbourhood Plan.

- The property is within the Built Up Area and the Conservation Area.
- It meets Objective 10: To support small scale housing development schemes that are in keeping with the existing character of Houghton and Wyton.
- With respect to HWNP Policy 17 the extension respects the character of the existing property and appears to be of a high quality.

Clerk

- The extension will have no impact on traffic within the village and will not have any impact on natural features such as trees.

Proposed: Cllr Spearing; Seconded: Cllr Boothman. All in favour

**8.4. Removal of existing conservatory and replacement with single storey rear extension. Ouse Villa Thicket Road Houghton Ref No: 19/01237/HHFUL**

**RESOLVED:** Houghton & Wyton Parish Council recommend **APPROVAL** for the following reasons:

This single storey extension will replace an existing single storey conservatory. Although the footprint will be increased, the property is sited within a large garden and will not impact on neighbours.

Considering the Houghton & Wyton Neighbourhood Plan.

- The property is within the Built Up Area and the Conservation Area.
- It meets Objective 10: To support small scale housing development schemes that are in keeping with the existing character of Houghton & Wyton.
- With respect to HWNP Policy 17 the extension respects the character of the existing property and appears to be of a high quality.
- The extension will have no impact on traffic within the village.

Proposed: Cllr Keane; Seconded: Cllr Gilmour. All in favour

**8.5. Repairs to an existing contemporary brick front garden wall and raise the height of the boundary wall by approximately 40cm. 1A West End Cottages Huntingdon Road Wyton Ref No: 19/01198/LBC**

This wall was rebuilt several years ago when the pavement here was widened; the condition of the wall was not satisfactory.

**RESOLVED:** Houghton & Wyton Parish Council recommend **APPROVAL** for the following reasons:

The materials will be the same as existing

The height will be similar to the adjoining wall

This will increase the resident's privacy

Proposed: Cllr Bonny; Seconded: Cllr Keane. All in favour

**8.6. Erection of lean-to garage on the side of dwelling. 1 Manor Close Wyton Huntingdon. Ref No: 19/00984/HHFUL**

**RESOLVED:** Houghton & Wyton Parish Council recommend **REFUSAL** for the following reasons:

Although on the main road through the village these houses are included in the Character Area of Manor Close in the Houghton & Wyton Neighbourhood Plan. This design and the siting of the garage are not within the defined characters of this area. The garages of other houses in this area are set back into the garden and even behind the house.

Although the materials and finish are sympathetic to the existing house, the overall effect is to change the character and features of the building. This would have a significant detrimental effect on the character area.

The garage wall will be only 10cm from the property boundary, changing the soft hedge boundary and more open aspect of the character area.

Proposed: Cllr Hodgson; Seconded: Cllr Boothman. All in favour

**8.7. 2 x Horse Chestnut: reduce laterally from building by 2-3 metres The Hall The Elms Thicket Road Ref No: 19/00954/TREE**

**RESOLVED:** Houghton & Wyton Parish Council recommend **REFUSAL** for the following reasons:

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<ul style="list-style-type: none"> <li>• The application is not complete or accurate; states trees not covered by a TPO.</li> <li>• These trees are within the Conservation area and covered by TPO Area Ref 004/67.</li> <li>• The plan shows only one tree, yet the application refers to two.</li> <li>• The Block plan used is out of date, dating from 2008.</li> <li>• We question whether the applicant is the owner of the trees, or if the correct address is used.</li> </ul> <p>Proposed: Cllr Curley; Seconded: Cllr Hodgson. All in favour</p> <p><b>8.8. Potential move to Wyton Airfield by Marshalls Aerospace and Defence Group</b>  The Chair of the Parish Council was informed by Marshalls that Wyton Airfield was being considered as a relocation site for Marshalls ADG. Letters were written to Marshalls and the Executive Leader of HDC, Cllr G Bull; these have both been acknowledged.</p> <p>As Wyton Airfield is not included in the HDC Local Plan there is no precedent to build housing on this area. Therefore all applications should be refused to leave options open until the relocation of Marshalls is finalised. A response to Cllr Bull will be drafted.</p> <p>The Parish Council recognise the relocation of Marshalls is a large strategic decision and that there are many questions to be answered and do not give unequivocal support to any proposals for Wyton Airfield.</p> <p>It was mentioned that a suggestion be made to include the potential Marshalls move into the Transport and River crossing Scoping documents from the Combined Authority.</p> <p><b>8.9. Other Planning Matters</b>  There were no other planning matters</p> <p><b>8.10. Planning decisions</b>  No planning decisions from HDC or CCC were reported.</p>	
<p><b>9. ELECTRIC VEHICLE SURVEY</b>  This item will be deferred to the August Parish Council meeting.</p>	
<p><b>10. TREE SURVEY.</b>  Site visits and provision of quotes has been requested from three recommended Tree Surgeons. One more may be sought.  These quotes will be reviewed at the next Parish Council meeting</p>	
<p><b>11. LOCAL HIGHWAY INITIATIVE FUNDING</b>  <b>RESOLVED:</b> An application will be submitted for the reduction of the speed limit on the A1123 by 5 August.  Proposed: Cllr Baxendale; Seconded: Cllr Keane. All in favour</p>	DK
<p><b>12. PROJECTS 2019/20</b>  Mick George contractors are preparing quotes for the work on the cemetery path and will look at other work needed there, such as the war memorial and lych gate. Grant funding will be investigated.  CCC are not prepared to carry out work on footpath 16, behind the School. They will be asked to look at the entire path again.  One quote has been received for the path from Victoria Crescent to the Scout Hut; another is expected soon.</p>	
<p><b>15. CORRESPONDENCE</b>  A letter was received from Community Road Watch (CRW) who are planning to submit an application for LHI funding to address road safety on the B1090.  In response to this correspondence the following statements were made:</p>	Clerk

<ul style="list-style-type: none"> <li>• Houghton &amp; Wyton Parish Council have not discussed proposals for funding to make Sawtry Way safer.</li> <li>• Houghton &amp; Wyton Parish Council have no objection to the aim of the CRW in its funding application:- To Make Sawtry Way – Between the A1123 and the A141 – Safer and the Environment More Acceptable for Residents, Pedestrians and other Road Users.</li> <li>• Houghton &amp; Wyton Parish Council do not wish to be involved in the application from CRW. Houghton &amp; Wyton Parish Council are submitting a LHI funding application and Parish Councils can only submit one application.</li> <li>• Houghton &amp; Wyton Parish Council cannot make suggestions for further funding for this proposed project.</li> </ul> <p>M George has offered to supply speed Indication Devices for the B1090 A request to consider a donation to MAGPAS will be considered at the next Parish Council meeting</p> <p>A resident had asked the Parish Council to confirm ownership of Loxley Green as they were concerned about vehicles being parked on this green space.</p> <p>A resident had expressed concern about the number of vehicles parking illegally at the junction of Ware Lane and Huntingdon Road. The resident will receive a response that reflects the responses given to previous concerns in other areas. The representative to the St Ives Road Safety Committee will be asked if this committee can help.</p> <p>A resident had expressed concern about the lack of timetable information for the buses to and from the new Guided Bus stops, and also about bus drivers' comments that they find the Huntingdon bound stop difficult to see. He was advised to contact Stagecoach.</p> <p>He also raised concerns about the hedge growing out from The Moorings onto Mill Street. This narrows the road considerably and there is no pavement here. The resident of The Moorings will be contacted.</p> <p>Stagecoach have launched a public consultation until 21 July to gather views on the Guided Busway. This can be found at <a href="http://www.stagecoachbus.com/promos-and-offers/east/busway-public-consultation">www.stagecoachbus.com/promos-and-offers/east/busway-public-consultation</a></p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p><b>16. ANY OTHER BUSINESS</b></p> <p>The Cambridgeshire and Peterborough Combined Authority are consulting on their Strategic Transport Plan. Public meetings are being held in July. Locally these will be Huntingdon Library, 13 July, 10am-3pm and St Ives Free Church, 25 July, 3-8pm; there are other venues across the county and more information can be seen at <a href="https://cambridgeshirepeterborough-ca.gov.uk/about-us/programmes/transport/itp">https://cambridgeshirepeterborough-ca.gov.uk/about-us/programmes/transport/itp</a></p> <p>The handyman will be asked to cut back the vegetation in The Lanes.</p>	<p>Clerk</p>
<p><b>17. DATE OF NEXT MEETING</b></p> <p>The next meeting will be on <b>Wednesday 7 August</b> 2019, 7:30pm, St Mary's Centre, Chapel Lane, Houghton.</p>	

The meeting ended at 9:20 pm

Signed:..... Date: .....