

## HOUGHTON AND WYTON PARISH COUNCIL

Minutes of the **Parish Council Meeting** held on Wednesday 5 June 2019, 7:30pm

**Present:** Cllr R Baxendale (Chair)                      Cllr M Curley  
                  Cllr N Elborn    Cllr B Gilmour  
                  Cllr S Hodgson    Cllr D Keane  
                  Cllr C Spearing

There were also five members of the public present.

### ACTION

<p><b>1. APOLOGIES FOR ABSENCE</b>                  Apologies were received from Cllr D Bonny and C Cllr I Bates.</p>	
<p><b>2. DECLARATIONS OF INTEREST</b>                  There were no declarations of interest.</p>	
<p><b>3. PUBLIC COMMENT</b>                  Two residents have volunteered to collect signatures for the Parish Council petition to reduce the speed limit on the A1123. They have been very successful and were thanked for their work which is appreciated. The petition is still available to sign in Our Shop and online at <a href="http://www.houghtonwytonpc.co.uk">www.houghtonwytonpc.co.uk</a>. A representative of the St Ives Road Safety committee said he would liaise with them to bring this to the committee's attention.</p>	
<p><b>4. CO-OPTION OF PARISH COUNCILLOR</b>                  Two applications were received for the vacancy of Parish Councillor. Each applicant gave a brief presentation and there was a discussion by the Council.  <b>RESOLVED:</b> Mr Paul Boothman be co-opted as a member of Houghton and Wyton Parish Council.                  Proposed: Cllr Spearing, Seconded: Cllr Gilmour. All in favour.                  Mr Baker, a resident of Pine Hill Park, Sawtry Way, was invited to represent the Parish Council on the St Ives Road Safety Committee and it is hoped he can provide a liaison point with the residents at the northern end of the parish.</p>	
<p><b>5. MINUTES</b>  <b>RESOLVED:</b> The minutes of the Houghton &amp; Wyton Annual General Parish Council meeting of 1 May 2019 were approved.                  Proposed: Cllr Gilmour, Seconded: Cllr Curley. All in favour</p>	
<p><b>6. MATTERS ARISING</b>                  Bus Stop: the final accounts are still awaited from Cambs County Council. These will probably not be available until the Real Time information boards are erected.</p>	
<p><b>7. DISTRICT AND COUNTY COUNCILLORS REPORTS</b>                  D Cllr Keane reported that HDC are aware of the vegetation that is restricting the view of the road between Loxley Green and Ware Lane and will deal with this. The broken fence reported on Brookside has been identified as belonging to Luminus and they will be asked to repair this.                  Following complaints HDC emptied the rubbish bins at Houghton Lock, they had been overflowing and not emptied at the usual time. HDC now report that these bins belong to the Environment Agency and they pay HDC to empty them. HDC had ceased this as they had not been paid. It is hoped that this has now been resolved. It was noted that two grey wheelie bins have now been sited at the lock. It is not clear who is responsible for these.                  It is noted that the County Council have cleared the drains at Mill Street and it is hoped they will resurface and renew markings as soon as possible.</p>	DK

<p><b>8. RESPONSIBLE FINANCIAL OFFICER'S REPORT</b></p> <p><b>8.1 To authorise payments due</b>  <b>RESOLVED:</b> All payments due be authorised.  Proposed: Cllr Hodgson; Seconded: Cllr Gilmour. All in favour</p> <p><b>8.2. Financial Risk Assessment – actions required</b>  Cllr Spearing will take this forward and delegate actions for review.</p> <p><b>8.3. Financial Regulations - update</b>  The most up-to-date model regulations have been received from NALC. Cllrs Gilmour and Spearing will review these and modify as necessary for full Council approval.</p> <p><b>8.4. Annual Return for 2018/19</b></p> <p><b>8.4.1. To approve Annual Governance Statements for 2018/19</b>  <b>RESOLVED:</b> The Annual Governance Statements of the Annual Governance and Accountability Return 2018-19 were all approved.  Proposed: Cllr Hodgson, Seconded: Cllr Gilmour. All in favour.</p> <p><b>8.4.2. To approve the Accounting Statement for 2018/19</b>  <b>RESOLVED:</b> The Accounting Statement of the Annual Governance and Accountability Return 2018-19 was approved.  Proposed: Cllr Spearing, Seconded: Cllr Gilmour. All in favour.</p> <p><b>8.5. Payment for churchyard maintenance</b>  It was agreed on 5 Sept 2018 that St Marys Church would submit an invoice to the Parish Council for their work in the maintenance of the closed churchyard, rather than apply for an annual grant.  <b>RESOLVED:</b> The invoice of 2 April 2019 for churchyard maintenance is accepted in terms of actual costs incurred by St Mary's PCC. This portion of the invoice will be paid. The Parish Council cannot pay the £100 requested for voluntary labour.  Proposed: Cllr Elborn; Seconded: Cllr Spearing. All in favour  The Clerk will speak to the PCC Treasurer about this and if there are other associated costs not yet invoiced another invoice will be submitted.</p> <p><b>8.6. Increase hours for litter picker</b>  Due to the increased rubbish now produced at the Pavilion by Sports Club activities it was agreed that the litter picker be asked to collect and remove this rubbish to the large bin in the car park. The extra hour a week needed for this will be an extra charge to the Sports Clubs as per the terms of the Sports Club agreements.</p>	<p>Clerk</p> <p>CS</p> <p>CS &amp; BG</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p><b>9. PLANNING MATTERS</b></p> <p><b>9.1. Drop kerb 3 Hill Estate Houghton Huntingdon PE28 2BF Ref. No: 19/00894/HHFUL</b>  <b>RESOLVED:</b> Houghton &amp; Wyton Parish Council recommend that this application be <b>APPROVED</b> subject to Highways approval of amended plans they have requested. It was noted that other dwellings on this stretch of road have drop kerbs onto the A1123.  Proposed: Cllr Spearing; Seconded: Cllr Gilmour. All in favour</p> <p><b>9.2. Application for variation of condition 11 (Heritage Assets) and removal of condition 12 (Dormy House Retained) for application 1402210OUT Houghton Grange Houghton Hill Houghton Huntingdon PE28 2BZ Ref. No: 19/00828/S73</b>  <b>RESOLVED:</b> Houghton &amp; Wyton Parish Council recommend that this application be <b>REFUSED</b>.  Dormy House forms a part of the listed asset called Houghton Grange. Historic</p>	<p>Clerk</p> <p>Clerk</p>

England as the governing listing authority in Advice Note 10 - Listed Buildings and Curtilage states clearly that:

*'The law provides that buildings and other structures that pre-date July 1948 and are within the curtilage of a listed building are to be treated as part of the listed building.'*

Dormy House lies within the curtilage of Houghton Grange, was built in the mid 1800's and therefore by pre-dating July 1948, satisfies the criteria for automatic listing.

Historic England in Advice Note 3 state that *'Planning permission to works to a building will need to take account of the contribution that building makes to the heritage significance of the listed building'*

Dormy House (formerly known as Home Farm) forms part of the rich history associated with the emergence of large gentrified estates that are dotted across Houghton Hill. Originally known as Home Farm (Later becoming Dormy House) it is inextricably linked to Houghton Grange as it was purchased in order to firstly provide the land on which to build Houghton Grange, but also to deliver the Arts and Crafts vision of self-sufficiency which imbues Houghton Grange.

As local historian Bridget Flanagan states in respect of Dormy House : *'it (Dormy House) is a significant part of the group. The Grange of 1898 (as its name describes) was a farm/ an estate - not just a house, and a modern take in the Arts and Crafts ideals of self-sufficiency and using good design and good craftsmanship'*

From the sale brochure of 1920 it was still functioning as originally intended and is described as a: *'Model Farmery'*.

The part played by Dormy House particularly in the history of Houghton Grange is of local interest and recognised to have contributed to the site being included within the Conservation Area.

HDC have also recognised this when setting the conditions in 2016. The reasoning for condition 11 talks of the site being *'in a sensitive location within the Conservation Area, has listed buildings and protected trees;'*

Condition 11 lists those buildings and their settings considered to be Heritage Assets with Dormy House being amongst them and that the setting and character should be safeguarded.

Condition 11 states: *Prior to or concurrently with the submission of the first application for approval of Reserved Matters, a scheme for the works to the heritage assets; Houghton Grange, the East and West Lodges and Dormy House along with their settings, on the site shall be submitted to and approved by the Local Planning Authority. Development shall be carried out in accordance with the approved details.*

*11. Reason. To ensure the setting and character of the heritage assets is safeguarded.*

To stress the importance of Dormy House it gets a special mention in condition 12 to specifically ensure its retention.

*12. Condition. Dormy House shall be retained as part of the reserved matters applications submitted for this development.*

These conditions point to the significance Dormy House makes to Houghton Grange, its history and setting.

The Heritage statement contained in the applicants planning application refers to English Heritage Conservation Principles in 2008. From the assessment criteria

contained in it, Dormy House would sit between having a High Level of significance from its automatic listing with Houghton Grange - a designated asset important at a regional level and Medium level of significance in itself as an undesignated heritage asset important at a local level, its contribution to the wider significance of the site is less important but which nonetheless should be retained where possible.

This is supported by NPPF:

NPPF 184 states *that Heritage assets are an irreplaceable resource, and should be conserved in a manner appropriate to their significance, so that they can be enjoyed for their contribution to the quality of life of existing and future generations.*

NPPF 185. *Plans should set out a positive strategy for the conservation and enjoyment of the historic environment, including heritage assets most at risk through neglect, decay or other threats. This strategy should take into account: a) the desirability of sustaining and enhancing the significance of heritage assets, and putting them to viable uses consistent with their conservation; b) the wider social, cultural, economic and environmental benefits that conservation of the historic environment can bring; c) the desirability of new development making a positive contribution to local character and distinctiveness; and d) opportunities to draw on the contribution made by the historic environment to the character of a place.*

As yet the applicant has not submitted reserved matters and considered bringing this building back to life, possibly using it to help shape and provide distinctive character within a modern setting of new development to this area of the development e.g. creating a farm courtyard of housing building on the Arts and Crafts sustainable farm link which was at the heart of vision for Houghton Grange and utilised Dormy House (Home farm).

Pictures from 1992 included in the Heritage Statement show the structure of the building remained unchanged from pictures available taken in 1948 with the main difference being the decorative brickwork over painted although this will still remain intact underneath.

Sadly, since then we believe there is considerable evidence of wilful neglect as the building for whatever reason should not have been allowed by the owners BBSRC (British Government) to deteriorate to the level it has without at least being kept secure and weatherproof. Knowing it to be a Heritage Asset, there is no excuse for this to have happened.

Consequently, as per NPPF 191 its current condition should play no part in the decision making regarding its retention.

NPPF 191. *Where there is evidence of deliberate neglect of, or damage to, a heritage asset, the deteriorated state of the heritage asset should not be taken into account in any decision.*

NPPF 193 goes further and states that irrespective of how significant or otherwise a heritage asset is, great weight should be afforded to the asset's conservation.

*193. When considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation (and the more important the asset, the greater the weight should be). This is irrespective of whether any potential harm amounts to substantial harm, total loss or less than substantial harm to its significance.*

Rather NPPF 200 states that

<p>200. <i>Local planning authorities should look for opportunities for new development within Conservation Areas and World Heritage Sites, and within the setting of heritage assets, to <u>enhance or better reveal their significance</u>. Proposals that preserve those elements of the setting that make a positive contribution to the asset (or which better reveal its significance) should be treated favourably</i>  In conclusion we feel the request to changes to the conditions set out in 2016 should be refused.  Proposed: Cllr Boothman; Seconded: Cllr Gilmour. All in favour.  All efforts have been made to meet with the architect and developers of Houghton Grange to discuss their plans before an application is submitted. This is now impossible as the developers are working to submit their application before the current outline permission expires on 14 June 2019. It is likely that a detailed application will be submitted without any local consultation. A meeting has been arranged for Mon 17 June.</p> <p><b>9.3. Wyton Airfield</b>  Marshalls Aerospace are looking to move from their Cambridge site and Wyton Airfield is one of three potential sites for relocation. A letter will be written to HDC to ask their opinion in relation to other proposals for this site and advise them to declare a moratorium on Planning Application on this site until the Marshalls relocation is decided.</p> <p><b>9.4. HDC Local Plan</b>  The Local Plan has been adopted, subject to a legal challenge period. It was agreed that a copy of the Inspector's responses to the Parish Council's comments would be requested.</p> <p><b>9.5. Decisions at HDC's Development Management Committee, 20 May 2019</b>  Two application in this parish were taken to this Committee.  18/02624/FUL The Boathouse, Green Lane, Wyton: This received approval in line with the recommendation from this Parish Council  18/01742/FUL New Manor Farm Equestrian Centre, Proposed Storage building: The Committee decided to unanimously defer this application for more information. The Parish Council will submit further information to support its recommendation of refusal and will attend the relevant meeting of the Committee.</p> <p><b>9.6. Other Planning Matters</b>  There were no other planning matters</p> <p><b>9.7. Planning decisions</b>  Decisions from HDC Planning were noted.</p>	<p>RB</p> <p>PB</p>
<p><b>10. MUSIC FESTIVAL</b>  The Playing Field has been booked with the Parish Council and most relevant paperwork has been sent to the Parish Clerk. Insurance confirmation is awaited. There was a feeling that as exclusive use is granted for part of the Playing Field there should be public benefit in return. Concern was also expressed about damage to the Playing Field surface, particularly during bad weather. Arrangements for including a restoration of damage clause into booking conditions will be looked into. The Festival Committee's constitution will be reviewed to understand their structure better.</p>	<p>PB</p>
<p><b>11. ELECTRIC VEHICLE SURVEY</b>  There will be a second workshop at CCC on 19 June which Cllr Elborn will attend. It was agreed that this was a project the Parish Council would like to progress; but it was felt that no decision on sites or numbers of charging points can be made</p>	

<p>until the costs are known. There were also questions about restricting use to residents only, the life span of the chargers and compatibility.</p>	
<p><b>12. TREE SURVEY REPORT.</b>  The report on the Tree Survey was noted. There are several actions that require immediate attention as well as other work that can be done over the next couple of years. Quotes will be sought to list all work needed separately over three years. Cllr Curley had agreed to discuss findings with an interested resident.  The volunteer Tree Warden for the parish made it clear that he did not think this survey was economically worthwhile. It was agreed that the Clerk would reply to explain the need for risk management.  <b>RESOLVED:</b> due to disagreements over the management of the tree assets of the Parish Council the appointment of the current Tree Warden will be terminated.  Proposed: Cllr Hodgson; Seconded: Cllr Spearing. For: 6; Abstentions: 1</p>	<p>MC &amp; Clerk  MC</p>
<p><b>13. PROJECTS 2019/20</b>  Paths: Further quotes are awaited for the altered scheme for the path behind the tennis courts.  CCC are yet to respond to the request to finish the ends of footpath 16, behind the school, to a satisfactory standard.  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.  Pavilion: Anglian Water issued a compliance notice for the water tank in the Bowls Green to prevent backflow of groundwater to the mains. The work is simple and will be completed by Bowls Club grounds men. The Parish Council is very grateful for the work they do to maintain the assets here.  Access to water for the Cricket Club will be ensured.</p>	
<p><b>14. BIENNIAL REPORT UPDATE</b>  This is in progress. Any outstanding articles from councillors were requested to be sent to Cllr Bonny.</p>	<p>All</p>
<p><b>15. CORRESPONDENCE</b>  The Women's Institute have asked if they can put a bench near the small children's play area. A meeting will be arranged to discuss this.  Cllrs Hodgson and Boothman expressed interest in the CAPALC conference on 28 June. Their availability will be confirmed.  A resident had asked if the unofficial footpath behind the Tennis Courts and past the Scout Hut could be registered as a footpath on the Definitive Map. The Council felt that as it is on land currently controlled by the Parish Council that access is not a problem, and should there be a need to move the path in the future registration would make this difficult. Most of this land is registered with Fields in Trust and cannot be altered without their permission.  A resident had raised a planning application to extend the permission for an access road to the development on the Old Golf Course. The Parish Council had not been consulted on this modification and was not inclined to comment further.  A resident had asked why the football goals on the Playing Field had been removed, stating that the children had been using them to play football. It had been explained that the goals belong to the football club and were removed as their season was over. Any damage caused by unauthorised use would then be the responsibility of the football club. There is also a problem with footballs being kicked over the fence onto the Bowls Green. This has led to damage to the</p>	<p>RB</p>

<p>fence and trespass when people retrieve the balls. The Cricket Club had asked if they could have a locked skip on the Playing Field to put grass cuttings from the wicket. They will be contacted to obtain further information as the Parish Council were not satisfied that this was the best solution. A resident of Love Lane has asked for the vegetation at the junction with Mill Street to be cut back. The Handyman has been asked to do this. The resident also complained about overhanging branches from neighbours and other vegetation in the footpath. The Parish Council stated that it cannot be involved in neighbour disputes and does not feel that vegetation further down the path is a problem on this rural footpath. The Parish Council agreed to delegate responsibility to the Clerk to respond to follow on questions from a Subject Access Request.</p>	<p>RB</p> <p>Clerk</p>
<p><b>16. ANY OTHER BUSINESS</b> Cllr Hodgson said the Football Club have asked for locks to be fitted to the changing room doors following some thefts from here. This will be progressed with the refurbishment.</p>	
<p><b>17. DATE OF NEXT MEETING</b> The next meeting will be on <b>Wednesday 3 July</b> 2019, 7:30pm, St Mary's Centre, Chapel Lane, Houghton.</p>	

The meeting ended at 9:59pm

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