

## HOUGHTON AND WYTON PARISH COUNCIL

Minutes of the **Parish Council Meeting** held on Wednesday 12 August 2020, 7:00pm. This was the third remotely held meeting of the Parish Council under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 Using Zoom.

**Present:** Cllr R Baxendale (Chair)                      Cllr P Boothman  
                  Cllr D Bonny    Cllr N Elborn  
                  Cllr B Gilmour    Cllr D Keane  
                  Cllr C Spearing

Staff present: Lois Dale, Parish Clerk,

There were six members of the public present, including D Cllr D Dew and two representatives from ENGIE

### ACTION

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| <p><b>1. APOLOGIES FOR ABSENCE</b><br/>                 There were no apologies for absence.</p>   |       |
| <p><b>2. DECLARATIONS OF INTEREST</b><br/>                 Cllr Boothman made a declaration of interest in item 8.5 as he is a member of the Managing Committee of Our Shop, the subject of the planning application.</p>  |       |
| <p><b>3. PUBLIC COMMENT</b><br/>                 A resident asked if the Parish Council could let the resident know how the new proposed planning laws will affect the village and proposed developments. This will be discussed later and the Chair confirmed that any responses and updates will be published as widely as possible. It was pointed out that the new proposals for the planning systems are only at a White Paper (initial) stage.<br/>                 A resident asked who was responsible for the consultation on potential change of the Thicket path to a bridleway. It was confirmed that the consultation was from Cambs County Council.<br/>                 A resident has expressed concern about changes in Bus routes which means that two bus stops near Pine Hill Park and the housing at Wyton on the Hill are now by passed, with the buses going up and down Mere Way. The resident suggested that temporary stops be installed on Mere Way to serve these communities. The Parish Council agreed that it would contact Wyton on the Hill Parish Council to determine their opinion and hope for a joint approach to Stagecoach and C Cllr I Bates to ask if this is feasible.<br/>                 Jo Mills, Stakeholder Manager, and Matthew Jellings, Business Development Director, for Engie asked to speak to the meeting. Engie is under contract to Crest Nicholson and the Defence Infrastructure Office of the Ministry of Defence to bring forward phase 1 of proposed development at Wyton Airfield, subject to planning permission. They are currently working with Crest Nicholson to update their masterplan for the site which they will share soon. They have a contractual requirement to submit a Planning Application by the first half of 2021. This will be a revision of their previous, withdrawn, application.<br/>                 They are also looking at transport issues. The proposed development could be closely linked to the improvement of the A141, this is subject to a feasibility study. Engie are planning to come back to the Parish Councils in the autumn when they have more information on the proposals.</p> | Clerk |
| <p><b>6. MINUTES</b><br/>                 These will be deferred to the next meeting.</p>  |       |
| <p><b>5. MATTERS ARISING</b><br/>                 Double yellow lining at Victoria Crescent/Huntingdon Road - CCC will publish the</p>   |       |



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| <p><b>overhanging branches to boundary Whitecroft St Ives Road Houghton Huntingdon PE28 2BJ Ref. No: 20/01377/TRE</b></p> <p><b>RESOLVED:</b> Houghton &amp; Wyton Parish Council recommend that this planning application be <b>APPROVED</b>.</p> <p>Proposed: Cllr Elborn; Seconded: Cllr Boothman All in favour</p>  | Clerk |
| <p><b>8.2. Single storey rear extension &amp; change finishes Kervihan, Houghton Hill, Houghton Huntingdon PE28 2BS Ref. No: 20/01215/HHFUL</b></p> <p><b>RESOLVED:</b> Houghton &amp; Wyton Parish Council recommend that this planning application be <b>APPROVED</b> as it will improve the living space and will no visual impact on neighbouring properties.</p> <p>Proposed: Cllr Spearing; Seconded: Cllr Boothman. All in favour</p>  | Clerk |
| <p><b>8.3. Agricultural storage building Land South East Of RAF Wyton, Sawtry Way, Wyton Ref. No: 20/01359/AGDET</b></p> <p>The Parish Council will not make a formal response to this application. They will contact HDC to inform them of concerns about the use of the proposed building given the current use of land on this site.</p>   | Clerk |
| <p><b>8.4. The replacement of 6 white painted but rotten timber framed windows at the rear of the property each replaced with the exact same sized UPVC framed windows. Houghton &amp; Wyton Community Shop, The Green, Houghton Huntingdon PE28 2AX Ref. No: 20/00472/LBC</b></p> <p><b>RESOLVED:</b> Houghton &amp; Wyton Parish Council recommend that this planning application be <b>APPROVED</b> to improve the security and reduce maintenance costs of the building. The windows are to the rear of the building and are not overlooked, they are similar in specification to those on the adjoining house.</p> <p>Proposed: Cllr Bonny, Seconded: Cllr Keane. For: 4, Abstentions: 3</p>   | Clerk |
| <p><b>8.5. Planning Update from MHCLG.</b></p> <p>A planning White Paper has been issued. Several concerns were raised about the effect this proposed legislation would have on local planning issues, including the Huntingdonshire Local Plan and the Parish Neighbourhood Plan. Cllr Boothman will draft a response and circulate it to councillors before discussion and approval. The deadline for responses is 29 Oct 2020.</p> <p>C Cllr Bates had circulated details on the Business and Planning Act 2020, which aims to address some of the problems caused by the COVID-19 pandemic.</p> <p><b>8.6. Other Planning Matters</b></p> <p>Homes England are starting to consult on Phase 2 development at Houghton Grange site. This is proposed for 120 homes and associated infrastructure. D Cllr Dew agreed to help arrange a meeting with relevant District Councillors to develop a co-ordinated response. Because of the local interest in these proposals and the likely concern about the possible erosion of 'the gap' the Parish Council agreed to produce a paper putting the proposal into context and to highlight the actions it would be taking to help shape these proposals and to ensure the anti-coalescence policy is adhered to.</p> | PB    |
| <p><b>11. RIPARIAN RIGHTS</b></p> <p>The Clerk will arrange for a meeting between members of the Parish Council and a representative of the Environment Agency to discuss issues of management of water courses in the Parish. The Environment Agency has sent further details that councillors are encouraged to read. A representative of the now extinct Internal Drainage Board will also be invited to attend.</p>   | Clerk |
| <p><b>12. SALARIES AND WAGES REVIEW 2020/21</b></p> <p>This item was deferred to the end of the meeting.</p>  |       |

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| <p><b>13. APPLICATION TO RECORD THICKET PATH AS A PUBLIC BRIDLEWAY CONSULTATION</b></p> <p>This consultation is not listed on the CCC website. Landowners and the Parish Council have been consulted. It is not clear if the change in status would lead to any physical changes such as signs or widening. It is felt that allowing use by careful cyclists and the occasional horse rider is acceptable and not causing too many problems. Changing the status to a Bridleway would lead to this being shown on the definitive Map and other maps and could lead to use that is not compatible with its width and other users.</p> <p><b>RESOLVED:</b> The Parish Council does not support the proposed change in status. The arguments put forward to the public inquiry on the proposed Cycle Track in 2017 still stand and will be reiterated in the response.</p> <p>Proposed: Cllr Spearing; Seconded: Cllr Gilmour. All in favour.</p>   | Clerk              |
| <p><b>14. PARISH COUNCILLOR CO-OPTION POLICY</b></p> <p><b>RESOLVED:</b> The proposed policy, role description and application forms be adopted with the addition of the 7 Nolan Principles. These documents will be published on the website.</p> <p>Proposed: Cllr Spearing; Seconded: Cllr Gilmour. All in favour</p> <p>The documents will be sent out to potential applicants. The vacancies will be advertised formally and a date set for selection when appropriate.</p>   | Clerk<br><br>Clerk |
| <p><b>15. SPORTS CLUB PAYMENTS 2020</b></p> <p><b>RESOLVED:</b> In light of the Coronavirus pandemic Sports Clubs have not been able to operate or hold matches in the usual way. Therefore, the Parish Council feels the fairest approach would be to waive the Sports Club Fees for this year.</p> <p>Proposed: Cllr Boothman; Seconded: Cllr Elborn All in favour</p> <p>It was noted that as stated in the Agreements with the Sports Clubs, the invoices which cover the coming or current seasons use are based on the actual costs of some of the running costs of the Pavilion in the previous financial year. They are not a rental charge per use and therefore the Parish Council followed due process in issuing the invoices. The Parish Council was aware that the Clubs would not be able to make full use of the facilities this year and may also be constrained financially. The Parish Council is pleased that all of the clubs involved have been able to enjoy their sports in some form and recognise the large contribution the clubs make to the health and wellbeing of the residents.</p> <p>A meeting will be arranged with the Sports Clubs to discuss a sustainable financial formula for the future.</p> | Clerk<br><br>Clerk |
| <p><b>16. PROJECTS IN THE PIPELINE</b></p> <p>Cemetery Lych Gate and War Memorial – A grant application to the Mick George Community fund for £15,000 for this work has been successful. The Clerk will ensure that any further information needed by the awarding body is provided. Three competitive quotes for each of the various works will be obtained, to enable the work to progress.</p>  | Clerk              |
| <p><b>16. CORRESPONDENCE</b></p> <p>Publicity about the Tree Charter had been circulated and it was felt that the Parish Council should sign-up to this. There is an opportunity to get some trees. At a recent Great Ouse Valley Trust meeting parishes were asked if they could help to identify areas where signage could be improved along the Great Ouse Valley Way. It was suggested that the route of the path from Houghton Mill to the Thicket needs to be clearer. Cllr Elborn agreed to look at this.</p> <p>Centre for Sustainable Energy, Carbon foot printing tool – the Clerk will gather</p>   | Clerk<br><br>NE    |

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| <p>further information about this for the next meeting.</p> <p>There have been two informal enquiries about the provision of allotments. The Clerk highlighted a newsletter from CAPALC which contained information, and details of meetings and this year's Local Council Conference which will be held remotely. A list of funding opportunities was also mentioned and an Environmental Improvement grant was highlighted as potential for work to the village pond or at Splash Lane.</p> <p>A letter was received from a resident of Green Lane about traffic accessing the river moorings at the end of the lane. Vehicles have to drive over a floodbank to reach the moorings and there is concern that this may become damaged. The Environment Agency have been copied into this letter. The Clerk will respond to acknowledge the letter and will also speak to the EA on this matter.</p>  | <p>Clerk</p> <p>Clerk</p>                  |
| <p><b>17. ANY OTHER BUSINESS</b></p> <p>It was noted that a walnut tree on the Playing Field appears to be dead and has not thrived this year. This will be monitored.</p> <p>A fallen gate that was on a path at the end of Ware Lane had been reported to Highways. Cllr Bonny will get a quote for the replacement of this gate.</p> <p>Cllr Bonny has been looking at replacing the Parish Council website to ensure its accessibility. A supplier has been selected and a test site will be built with the same structure as the current site and will be populated with the same data. This site would cost £78 per annum. It was agreed that a .gov.uk domain name would not be an advantage when compared to the cost.</p> <p>HDC have put up a road name sign at Love Lane. D Cllr Keane agreed to look at getting the no cycling sign replaced there.</p> <p>Cllr Keane has set up a Parish Council LinkedIn account, to link to the website.</p> <p>A children's American Football team has been set up in the village and asked to train on the Playing Field. More information is awaited.</p>  | <p>DB</p> <p>DB</p> <p>DK</p> <p>Clerk</p> |
| <p><b>18. DATE OF NEXT MEETING</b></p> <p>The next meeting of the Parish Council, will be on Wednesday 9 September 2020, 7:00pm. The venue and arrangements for this meeting will be decided in line with legislation and guidance and will be publicised nearer the date.</p>   | <p>Clerk</p>                               |
| <p><b>RESOLVED:</b> under The Public Bodies (Admission to Meetings) Act 1960, Sec 1 Para 2 that Public and Press are excluded from the rest of the meeting due to the confidential and sensitive nature of the business to be transacted.</p> <p>Proposed: Cllr Keane; Seconded: Cllr Gilmour. All in favour</p> <p><b>19.SALARIES AND WAGES REVIEW 2020/21</b></p> <p><b>RESOLVED:</b> There is no update on the annual national pay scale increase. Any increase when announced will be back dated to April 2020 to all employees.</p> <p>Proposed: Cllr Gilmour; Seconded: Cllr Spearing. All in favour</p> <p><b>RESOLVED:</b> The Clerk will be awarded a bonus of £250 in recognition of extra work required due to the coronavirus pandemic. This is payable in the next salary.</p> <p>Proposed: Cllr Gilmour; Seconded: Cllr Elborn. All in favour</p> <p><b>RESOLVED:</b> The Timebank co-ordinator be awarded a bonus of £750 in recognition of the extra work needed to support the village, especially the elderly and vulnerable during the coronavirus pandemic. Two extra days annual leave will be awarded for this year only.</p> <p>Proposed: Cllr Gilmour; Seconded: Cllr Bonny. All in favour</p> | <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>     |

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