

HOUGHTON AND WYTON PARISH COUNCIL

Minutes of the **Parish Council Meeting** held on Monday 28 June 2021, 7:00pm.

Present: Cllr C Spearing
Cllr D Bonny
Cllr N Elborn
Cllr R Guinea
Cllr A Skinner
Cllr R Baxendale
Cllr P Boothman
Cllr B Gilmour
Cllr D Keane

Staff present: Lois Dale, Parish Clerk,

There were 2 members of the public present remotely.

1. APOLOGIES FOR ABSENCE

There were no apologies.

2. DECLARATIONS OF INTEREST

Cllrs Elborn and Skinner declared non-pecuniary interests in item 8.1 as they live nearby.

3. PUBLIC COMMENT

There was no public comment.

4. MINUTES

RESOLVED: The minutes of the Parish Meeting of 2 June 2021 be agreed as a correct record.

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

5. MATTERS ARISING

The Action List was reviewed and the following updates noted.

3/3 Enforcement action on the caravan at The Russetts: HDC has granted a Certificate of Lawful (proposed) Development to this caravan, which means it can remain on site. The caravan can only be used for purposes that are incidental or ancillary to the primary use of the main house, eg office, storage or occasional use by family guests. This certificate does not allow use of the caravan as a holiday let or separate dwelling. The Parish Council recorded its disappointment at this decision and will consider options to prevent this happening in the future.

4/2 Sports Club Invoices: these have been sent to all sports clubs.

5/2 Pavilion caretaker: a job advert has been posted and interviews will be arranged.

5/3 CAPALC Internal Auditor: **RESOLVED:** CAPALC will be asked to provide Internal Audit services for 2021-22. Proposed: Cllr Gilmour; Seconded: Cllr Bonny. For: 8 Abstentions: 1.

ACTION: Clerk

6/1 HDC Planning Department: D Cllr Keane confirmed that there had been some reorganisation due to increased workload and the loss of some staff. D Cllr Keane agreed to suggest that HDC produce a directory of staff for parish councils which would make it easier for them to contact the right people. **ACTION: D Cllr Keane**

6/2 Planning process on website: This has been completed, the Clerk will look at producing a suitable spreadsheet of current applications that is easily updated.

ACTION: Clerk

6/3 Cemetery fees and policy: Fees of local cemeteries are being compared.

6/8 Letter to internal Auditor: A letter of thanks has been sent to the retiring Auditor.

6/9 Timebank Feast Week Stall: They will not be running a stall.

The Chairman summarised a statement of the actions taken and to be taken by the Parish Council in relation to the National Trust Houghton Mill and Waterclose Meadows, Cambs County Council, the Environment Agency and public use of the river and nearby land. The full statement is attached as an Appendix.

6. DISTRICT AND COUNTY COUNCILLORS REPORT.

The Customer Service Team has returned to work in Pathfinder House for telephone and

online contact only. Plans are being made for the return of services when all COVID restrictions are lifted.

7. CLERK AND RESPONSIBLE FINANCIAL OFFICERS REPORT

7.1. To authorise payments due

RESOLVED: The payments be approved and paid. **ACTION: Clerk**

Proposed: Cllr Skinner, Seconded: Cllr Gilmour. All in favour.

The Clerk will look at the renewal dates for the Timebank and Parish Council mobile phones. **ACTION: Clerk**

8. PLANNING MATTERS

8.1. Ash Trees in Wyton Cemetery

Cllrs Elborn and Skinner have declared non-pecuniary interest in this item.

Despite a formal planning application being submitted to HDC for this work, it has not been registered on their planning portal and the Tree Warden does not appear to be aware of the application.

Following no response from HDC within the time limit the applicant has assumed consent. The Application was submitted by St Mary's Church after a request from a neighbour to the South East of the site who is concerned about damage caused to their thatched roof by the presence of the trees. It was noted that there are several larger Ash trees nearby that could have shed seed onto this thatched roof

As the land belongs to the Church Of England, / the Ely Diocese must agree a faculty for the work and responses can be submitted to them before they make a decision.

RESOLVED: The Parish Council will respond to the Diocese of Ely to state it is not in favour of this work for the following reasons:

It will remove two Ash Trees from the Conservation Area with a detrimental effect to that Conservation Area and the character area of Church Walk as defined in the Houghton & Wyton Neighbourhood Plan.

Numbers of Ash trees have recently declined due to disease and healthy individuals should be retained where possible.

A large sycamore was recently removed from this cemetery with a detriment to the Conservation Area; a replacement tree has not yet been planted.

There are several large trees in the area and there is concern that if these Ash trees are removed, these will also be vulnerable to similar applications.

Proposed: Cllr Elborn; Seconded: Cllr Boothman. For: 7, Against: 1, Abstentions: 1.

ACTION: Clerk

8.2. Houghton Grange phases 1 & 2

Cllr Boothman is trying to obtain a phased schedule of works on this site from the developers.

Homes England (HE) have acknowledged that the Freedom of Information request is in the public interest and will respond by the 8 July.

A meeting will be arranged with HE once the FOI has been completed.

HDC have now granted HE a pre-application meeting

8.3. Community Land Trust (CLT)

The Parish Council contacted the new Combined Authority Mayor, Nik Johnson, to elicit his support for CLTs. He has responded by email and a telephone call to confirm that support and that officers are available to support.

Emily Mulvaney at the Cambs and Peterborough Combined Authority (CPCA) has confirmed that she and a colleague have been in touch with HDC officers and Homes England about developing a relationship between HE and a CLT and they hope to facilitate a meeting to progress this relationship.

A grant application towards the costs of setting up a CLT can be made to the

Combined Authority by 10 Aug. This will be reviewed at a CPCA committee meeting on 6 September. It is suggested that the application should not be site specific. Clarification of the reasons for the withdrawal of the previous application will be sought to enable a successful application to be submitted. **ACTION: Cllr Boothman**

9. COMMUNITY FLOOD ACTION GROUP

The Flood Action group are hosting a stall at Feast Week. Their aim is to communicate with and educate residents.

They are keen to get both Anglian Water and the Environment Agency to attend the APM to talk to the public.

A draft flood response plan has been completed; a list of people willing to help practically when needed needs to be compiled.

10. 'YOUR ST IVES' TRAVEL OPTIONS SURVEY

This survey is open to everybody to respond and the details have been advertised on Facebook and notice boards in the village.

Cllr Bonny will draft a response from the Parish Council. **ACTION: Cllr Bonny**

11. CAMBRIDGESHIRE LOCAL CYCLING AND WALKING INFRASTRUCTURE PLAN CONSULTATION

Cllr Boothman will draft a response to this survey and also look at the St Ives Market Towns Transport strategy. **ACTION: Cllr Boothman.**

12. PROJECTS IN THE PIPELINE

12.1. Land West of Houghton Cemetery

It is hoped that a draft of the planning application will be available within the next few days for the Parish Council to informally comment on. The Parish Council will be formally consulted by HDC when the application is submitted.

12.2. A1123 Speed reduction initiative

CCC are happy for this to be resubmitted for an LHI application, but an email from their Highways Projects Manager suggests the response will not change from last year. They have made no response to the independent report the Parish Council sent them. The application date for the next round of LHI bids is not yet released. **ACTION: Cllr Keane**

12.3. HDC CIL application for Pedestrian Cycle way A1123

This could be linked to the transport surveys mentioned above. There is interest from several other groups wanting to improve cycle and pedestrian access between Huntingdon and St Ives. They will be contacted for their support. A similar project was funded by CIL monies at Buckden with the support of D Cllr Morris, they will be contacted for help in preparing a bid. It was suggested that current users of the existing footpath/cycle path and The Thicket footpath could also be consulted. **ACTION: Cllr Keane**

13. FORMATION OF ENVIRONMENT AND CLIMATE CHANGE WORKING GROUP

This will be deferred to the September meeting. The members are working on objectives and Terms of Reference.

14. CORRESPONDENCE

- The Clerk reported that two residents of Wyton on the Hill have contacted this Parish Council to ask for allotments. They were advised to contact their own Parish Council.
- Several complaints and comments have been received about the vegetation in The Lanes. CCC have been asked to cut this as it is a public footpath. The Clerk will also ask the grasscutter if he can help. **ACTION: Clerk**
- The National Trust have enquired about the emptying of the dog waste bins that the Parish Council have on their land. To date these have been emptied into the

general waste, and the contractor is now not happy with that. The Clerk will arrange a meeting to discuss this. **ACTION: Clerk.**

It is noted that dog waste can be disposed of in general litter bins throughout the village. All dog walkers are reminded that a £1,000 fine can be imposed on those that do not dispose of dog waste correctly.

- Two residents have asked if dog walking can be restricted on the Playing Field. With the current extensive use by clubs and groups, including children, the Parish Council agreed with this suggestion but that residents should be asked for their opinions before a final decision is made. **ACTION: Clerk**

15. ANY OTHER BUSINESS

- Interest has been expressed in holding a village celebration from the Queen's Platinum Jubilee in June 2022. This will be discussed at the next meeting. It was agreed that village groups be asked to participate. **Action: Cllr Baxendale**
- There is also an initiative to plant trees to commemorate the Jubilee and this will be considered. **Action: Cllr Elborn**
- It was agreed that Cllrs Baxendale and Spearing would meet with Sports clubs if they wished to discuss the recently issued invoices or any other issues.
- The Clerk will arrange for a fallen branch to be removed from the wildflower garden where it is blocking the path. **ACTION: Clerk**
- It was suggested that the Timebank could hold a village garage sale to raise funds.
- The Clerk will monitor the noise level of the Feast Week chiller when it is switched on and also take a reading from the electricity meter. **ACTION: Clerk**
- The Police and Crime Commissioner has invited Parish councillors to attend an online meeting to discuss local policing. This will be held on 19 July. Cllr Spearing has confirmed attendance and also asked for a personal meeting.

16. DATE OF NEXT MEETING

The next meeting of the Parish Council will be on Wed 4 August, 7pm.

Signed:..... Date: