

HOUGHTON AND WYTON PARISH COUNCIL

Minutes of the **Parish Council Meeting** held on Wednesday 4 August 2021, 7:00pm.

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

Staff present: Lois Dale, Parish Clerk,

There were 4 members of the public present.

1. APOLOGIES FOR ABSENCE

There were no apologies.

2. DECLARATIONS OF INTEREST

Cllr Elborn declared a non-pecuniary interest in 8.1 as a neighbour to the site.

Cllr Boothman declared a non-pecuniary interest in 8.2 as a neighbour to the site.

3. PUBLIC COMMENT

A resident asked if any action had been taken about a low hanging tree in The Lanes. It was reported that the vegetation in The Lanes has been reported to Cambs County Council and the tree in question has been inspected by a tree surgeon, who has been asked to apply for permission to remove the tree.

4. MINUTES

RESOLVED: The minutes of the Parish Meeting of 28 June 2021 be agreed as a correct record.

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

5. MATTERS ARISING

The Action List was reviewed and the following updates noted.

3/1. The tree in memory of an ex-tree warden will be planted in the autumn.

4/1. Cllr Skinner and the Clerk will meet soon to plan the Risk Assessment program.

4/5. CCC Highways will be contacted again about the damage to verges on Thicket Road.

5/1. D Cllr Keane confirmed that the County archives are now open to the public. Cambridgeshire Archives is open on Tuesdays and Wednesdays. Appointments to visit may be made by emailing cambs.archives@cambridgeshire.gov.uk. Huntingdonshire Archives is open on Thursdays and Fridays. Appointments to visit may be made by emailing hunts.archives@cambridgeshire.gov.uk.

5/2. It is hoped that interviews for this post can be arranged for Friday 13 Aug.

5/3. The Clerk is liaising with CAPALC over the appointment of an internal auditor.

7/1. HDC policy is to not produce a directory of staff direct lines as they want all calls directed through the call centre to manage staff workloads.

7/2. The Clerk will produce a spreadsheet of planning applications for the website that will allow links to be inserted to the planning portal.

7/8. The grass cutter will be reminded to cut back the footpath vegetation.

7/11. Budget allocation to provide a celebration of the Queen's Platinum jubilee will be discussed in September.

7/13. Cllr Elborn will contact the Tree Wardens to discuss ideas for the Queens Green Canopy.

7/14. The noise level of the Feast Week chiller in the compound was measured by the Clerk and found to be acceptable. No complaints were received. The Clerk was isolating immediately following Feast Week so was unable to monitor electricity use.

6. DISTRICT AND COUNTY COUNCILLORS REPORT.

C Cllr Dew reported that the new councillors and administration at the County Council is settling in. Priorities have been set and committees rearranged.

C Cllr Dew is a member of the following committees:

- Highways – this department has had many issues recently and a new head is to be appointed. It is hoped that the service will improve.
- Communities and Partnerships – this has been involved in helping communities and groups throughout the pandemic. Funding is available for projects and this may be useful for the Timebank.
- Staffing Committee

C Cllr Dew reported that although CCC are the lead flood authority in the area, they do not have any power to take action or to compel others (eg. Environment Agency or Anglian Water) to act.

The application and decision processes for Local Highway Initiative funding have been revised. This should make the process easier for applicants and give more confidence in the decisions.

The Social Service and Adult and Child Care Committees are to amalgamate; it is hoped that this will streamline all the processes.

C Cllr Dew agreed to talk to the highways officer about the ongoing problem with parking on and damage to the Thicket Road verges, including any action the Parish Council can take. He will also ask them to look at traffic lights in the area as some seem to be badly timed.

D Cllr Keane reported that HDC services are returning to normal, but the customer call centre is still the main point of contact. There are currently no 'walk-in' services available at Pathfinder House.

Work is continuing on the reopening of the Market Towns and encouraging people back to the High Streets.

In response to questions, D Cllr Keane agreed that more education and incentives are needed to improve recycling in the area. He will look for information on plastic recycling and arranging a visit to the Amey recycling centre.

It was also mentioned that there are some local groups of volunteers that will refurbish old tools and equipment for reuse. These have been supported by CCC in the past. C Cllr Dew can arrange a visit to a group in Sawtry if there is interest. The Timebank will be asked if there is interest in this throughout the parish.

7. CLERK AND RESPONSIBLE FINANCIAL OFFICERS REPORT

7.1. To authorise payments due

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

Proposed: Cllr Bonny, Seconded: Cllr Elborn. All in favour.

The Clerk will look at renewing the electricity contract for the Clock Tower. **ACTION:** Clerk and NE

8. PLANNING MATTERS

8.1.T1 Holly: Reduce to height of the Conifers. To form part of hedgerow. T2

Eucalyptus: Dismantle tree to height of Conifers. Poor specimen, previously pollarded. No amenity value. T3 Silver Birch: Reduce laterals towards

conservatory by 2.5 metres To increase light into property. T4 Lime: Reduce laterals over garden by 2 metres. To allow light to understorey, minimal pruning

required. T5 Bay: Reduce by circa 2 metres. To maintain ornamental shape and size. T6 Sycamore: Remove 2 lowest branches. To allow light to understorey. 4

Rectory Lane Wyton Huntingdon PE28 2AQ Ref. No: 21/01623/TREE

RESOLVED: Houghton & Wyton Parish Council recommend that this application be **APPROVED** for the following reasons:

The proposed actions are good garden maintenance and in the interest of maintaining the trees.

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

8.2. Proposed replacement of existing conservatory with garden room to rear of property. The Millers House Thicket Road Houghton Huntingdon PE28 2BQ Ref. No: 21/01471/HHFUL

Proposed replacement of existing conservatory with garden room to rear of property. The Millers House Thicket Road Houghton Huntingdon PE28 2BQ Ref. No: 21/01472/LBC

RESOLVED: Houghton & Wyton Parish Council recommend that this application be **APPROVED** for the following reasons:

The proposed garden room is on the footprint of the original conservatory.

The materials to be used fit with the existing materials of the house and include reclaimed tiles.

The design and materials will blend with the dwelling and environs.

Proposed: Cllr Gilmour; Seconded: Cllr Bonny All in favour

8.3. a material change of use to create a facility for dog training to take place. No physical changes to take place Land Adjacent Manor Farm Splash Lane Wyton Ref. No: 21/01033/FUL

RESOLVED: Houghton & Wyton Parish Council do not have enough information to make a recommendation on this application. It is not obvious how this land will be used or in what capacity. There are no opening hours or number of employees listed. Concern was expressed that this use could lead to further development at this rural site, and that the bridleway leading to this site would be subject to more vehicle use or commercial vehicles.

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

8.4. Extension at the rear of property Home Close Green Lane Wyton Huntingdon PE28 2AP Ref. No: 21/00726/HHFUL

RESOLVED: Houghton & Wyton Parish Council recommend that this application be **APPROVED** for the following reasons:

The proposed extension mirrors the existing bay thereby improving the appearance of this property.

There will be no impact on the street scene.

It conforms with HWNP Policy 17 of the Houghton & Wyton Neighbourhood Plan.

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

8.5. Change of use from B8 Storage to B1 M.O.T Testing for light vehicles and light vehicle servicing and repairs Unit 1 Upland Industrial Estate Sawtry Way Wyton Huntingdon PE28 2DY Ref. No: 20/02441/FUL

RESOLVED: Houghton & Wyton Parish Council do not have enough information to make a recommendation on this application. Access to this vehicle workshop already exists as does parking. It was unclear as to whether the current portacabin on site is to be replaced or if there will be any alteration to the access from the B1090. There is concern that MOT testing could lead to more vehicle access to the site and increased noise and

pollution in the area, particularly in respect of the residents at Pine Hill Park which adjoins this site.

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

8.6. Change of use from paddock land to residential garden. Newlands Huntingdon Road Wyton Huntingdon PE28 2AD Ref. No: 21/01566/CLED

RESOLVED: Houghton & Wyton Parish Council recommend that this application be **REFUSED** for the following reasons:

The land indicated is a plot substantially larger than the current house plot and is larger than the plots in applications 1101294FUL and 1200121FUL.

The Parish Council supports the original decision in the 2011 and 2012 applications and subsequent appeal. This situation has arisen due to lack of enforcement of the original decision.

There is concern that approval of this area as residential will lead to further development in this rural site which sits outside the defined Built-Up Area.

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

8.7. Change of use of stable block to Office use (Use Class E(g)(i)) New Manor Farm Sawtry Way Wyton Huntingdon PE28 2DY Ref. No: 21/01200/FUL

RESOLVED: Houghton & Wyton Parish Council recommend that this application be **REFUSED** for the following reasons:

Although the Parish Council are in favour of the re-use of redundant rural buildings, it is not clear whether this application is for new businesses or existing businesses on this site. This area now has or has permission for several new buildings and we see this as further industrialisation of this countryside site.

The Parish Council does not approve of the increase in parking spaces, which suggests there will be an increase in vehicle access. This will also increase the hard standing and potential run-off down-hill from the site. Increase in staff will also increase the pressure on the sewage system.

Proposed: Cllr Boothman; Seconded: Cllr Bonny. For: 8, Abstentions: 1

8.8. Single-storey extension replacing existing garage and utility. 42 Home Farm Road Houghton Huntingdon PE28 2BN Ref. No: 21/01652/HHFUL

RESOLVED: Houghton & Wyton Parish Council recommend that this application be **APPROVED** for the following reasons:

The size and position of this proposed extension are in line with other extensions in the area.

Environmental considerations are welcomed; Green roof, retention of existing trees and the building on what is currently patio area so no major increase in hard standing.

As the majority of the extension is behind the current house there will be no detriment to the character area.

The proposal is in line with HWNP Policies 16 & 17 in the Houghton & Wyton Neighbourhood Plan.

This will meet the family needs for a multi-generational household.

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

8.9. Houghton Grange phases 1 & 2

An answer to the Freedom of Information request made to Homes England about the value of the land at Houghton Grange has been received. They have deemed the information to be commercially sensitive, so no answer has been supplied. Cllr Boothman will submit an appeal.

Cllr Boothman will approach Homes England again for a meeting. Now that Homes England have had a pre-application meeting with HDC, it is imperative to meet before a planning application is submitted. **Action: PB**

Some work has begun at the Houghton Grange phase 1 site. HDC will be asked for an update on progress as this could be important in triggering release of S106 monies.

ACTION: RB

8.10. Community Land Trust (CLT)

Emily Mulvaney, the contact at the Combined authority who has support the Parish Council with their CLT formation, is leaving her post. Another officer has been appointed and the mayor has expressed his support for CLTs. An application can be made for grant to set up the CLT later this year.

9. COMMUNITY FLOOD ACTION GROUP

Mr Hodgson reported that the group has now got a constitution and this will be shared with the Parish Council. It was agreed that the Group formed a Working Party of the Parish Council. As such the volunteers will be covered under the Parish Council insurance. The Clerk will check the details of the Public Liability Insurance and amounts covered. **ACTION: Clerk**

It was agreed that the group would submit a budget to the Parish Council for services such as printing and storage. The Parish Council can then include that in their budget for the future and can help the group to buy or find funding for equipment. The Timebank will be asked if the volunteers can operate within its framework and so be covered by their policies etc on Data protection.

The group has met with Anglian Water and they have recognised the problem with the foul water system. There are plans to survey the sewage system in the village for faults. Contact has been made with the officer responsible for Community Flood Action at the Environment Agency. It is still hoped to be able to arrange a meeting with them about the riparian rights, ownership and stewardship or watercourses in the parish. It is hoped that the EA will clarify their response to the Parish Flood Action Plan as this will allow access to EA grants.

It was agreed that once the Flood Action Plan to completed it will reside with the Parish Council and be published on their website.

10. PROJECTS IN THE PIPELINE

10.1. Land West of Houghton Cemetery

There is no progress to report.

10.2. A1123 Speed reduction initiative

This will be the subject of a Local Highways Initiative application to CCC. C Cllr Dew is in support of this and the report produced to provide evidence for the speed reduction will now be accepted in support of the application. **ACTION: DK**

10.3. HDC CIL application for Pedestrian Cycle way A1123

Application will be made when the opening date is announced. There is increasing support for this initiative. It was suggested that support could be sought from the Cambridgeshire and Peterborough Combined Authority and Mayor.

11. BIENNIAL REPORT 2019-21

Production of this is progressing. It was agreed that it is important to promote the Parish Council elections in May 2022, and to encourage new candidates.

12. ANNUAL PARISH MEETING

The potential agenda for a Parish Meeting on 22 September was discussed. It is hoped that both the Environment Agency and Anglian Water will attend to discuss flood events and their work. The need to promote the Parish Council elections in May 2022 and encourage applications was discussed.

13. CORRESPONDENCE

- A resident has suggested that a surface and basketball hoop be installed in the Parish. The most obvious place would be somewhere on the Playing Field. This was generally thought to be a good idea and will be looked at further, possibly in conjunction with the Sports Clubs. **ACTION: Clerk**
- It has become apparent that the Scout Hut Committee structure has changed and they have asked to clarify responsibility for the building and surrounding land. It was agreed that an agreement should be in place between the Parish Council and Scout Committee to lay down the principles of their use of the land. The Clerk will look at any specific clauses within the lease for the eastern half of the Playing Field that may be relevant. **ACTION: Clerk**
- A resident has complained that lorries parking overnight in the layby on the A1123 can be disturbing to residents if they leave their refrigeration units on overnight. It was agreed that the Parish Council would contact the County Councillor and look at putting a sign to restrict overnight parking. **ACTION: RB**
- A resident forwarded correspondence they have had with the police about Speedwatch in the area. It was clarified that Speedwatch cannot be used in 50mph zones where there was concern. The resident will be informed of the various actions that the Parish Council is involved in on the A1123. **ACTION Clerk:**
- It is noted that Stagecoach have changed the timetables again for the Busway B buses. Resulting in only one B bus an hour stopping at Hartford Marina and Houghton stops on the A1123, and two buses an hour along Sawtry Way. The timing of the B buses on the A1123 are very similar to the 904 route through the village. The B buses do not run after 7:30pm, restricting access to and from Cambridge. Stagecoach have not yet replied to an initial enquiry from the Clerk and further contact will be made with them to understand the situation and how it can be improved for the benefit of all in this parish. **ACTION: CS & Clerk**
- It is noted that there has been no response from the Chair of the Houghton School governors to an email requesting a meeting. **ACTION: Clerk**

14. ANY OTHER BUSINESS

- It was noted that a large Walnut tree on the Playing Field may be dead.
- It was noted that the wildflower garden paths need cutting. **ACTION: Clerk**
- It was reported that a large branch or tree appears to have fallen along Meadow Lane, near St Ives Road. The Clerk will investigate. **ACTION: Clerk**
- Concern was expressed about vehicle use of the Thicket footpath; the Rights of Way officer at CCC will be contacted again. **ACTION: Clerk**
- The lack of accessibility to a bridge on footpath 3 has been highlighted on a Facebook page. The landowner had discussed improving this some time ago. Rights of Way officers will be informed. **ACTION: Clerk**
- It was agreed that the hedge at the cemetery should be included in the next tree survey later this year. The hedge needs to be restored. **ACTION: Clerk**
- Trees at the chicane at the Wyton end of the village are becoming dangerously overgrown. They are growing over the carriageway and blocking the sign at the chicane. The Clerk will contact the Highways officers. **ACTION: Clerk**

15. DATE OF NEXT MEETING

The next meeting of the Parish Council will be on Wed 8 September, 7pm.

Signed:..... Date: