

HOUGHTON AND WYTON PARISH COUNCIL

Minutes of the **Parish Council Meeting** held on Wednesday 12 January 2022, 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 8 members of the public present, including D & C Cllr Dew.

1. APOLOGIES FOR ABSENCE

There were no apologies.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. PUBLIC COMMENT

Two residents of Hemingford Abbots attended to express their objections to a planning application at Hemingford Park. They thanked this Parish Council for consideration of the application and submitting a response to object to the development. They are continuing to monitor and respond to this application.

A representative of St Ives Dog Training Club attended in support of a letter received by the Parish Council. This is in response to comments on the number of cars accessing the field they use along the Thicket footpath. Concerns were expressed about the number of cars and the potential for conflict with other more vulnerable users and vehicles traveling in opposing directions, as well as the impact vehicle use may have on the nature of the footpath. A CCC Highways officer confirmed: 'The Thicket is a public footpath ... however it is also adopted highway. I believe as long as no cars drive further than the houses/driveways then they aren't doing anything they shouldn't. If there is issues with cars parking on the thicket then you could look at restrictions such as double yellows but other than that there isn't much that can be done.' (sic)

The Dog Training Club is looking into whether a change of use application should be made for the field.

4. MINUTES

RESOLVED: The minutes of the Parish Council Meeting of 1 December 2021 be agreed as a correct record.

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

RESOLVED: The minutes of the Parish Council Meeting of 21 December 2021 be agreed as a correct record.

Proposed: Cllr Gilmour; Seconded: Cllr Boothman. For: 4 Abstentions: 5

5. MATTERS ARISING

The Action List was reviewed and will be updated.

Risk Assessments – work on assessing all assets will start next week with the aim to complete by the end of February.

Footpath maintenance - This will be deferred and solutions for procuring a maintenance service will be considered.

A1123 layby – an application for a Traffic Regulation Order will be submitted

Cars on Thicket footpath – A Local Highways Officer responded that vehicle access to properties is allowed so little can be done. If parking was a problem, it would require a Traffic Regulation Order.

Cemetery hedge – Quotes to cut the hedge back are awaited.

Cemetery extension – HDC still have to approve the condition discharge. Conditions for

the Wildlife Trust Churchyard Conservation scheme will be looked at.
Damaged trees on Meadow Lane – HDC tree warden and enforcement will be asked for an update.
Quotes for new wooden gate at the end of Laughton's Lane will be obtained.
Changing Room lockers – the Football Club will be asked to clear the lockers by Friday 20 Jan, or they will be cleared for them.
HDC will be chased for permission to plant trees on Loxley Green.

6. DISTRICT AND COUNTY COUNCILLORS REPORT.

County Cllr dew reported that the new committees and leadership is now in place at CCC. Until a permanent appointment can be made, there is an interim Highways Officer covering this area as well as his own. Hence, he is also working on Saturdays if necessary. The division of responsibility for Highways between CCC and the Combined Authority is becoming clearer; it is hoped that a meeting for the Huntingdonshire highways group can be arranged soon. Active travel and lifestyles are being encouraged and projects being brought forward. The Combined Authority mayor has put in a bid for funding from central government.

Covid levels are particularly high in schools, with many teachers testing positive. A review of the county farms estate is underway. This will include looking at how it works and the Ouse Valley Way and biodiversity.

In response to questions:

There is no update on the Ox-Cam Arc proposals

A meeting will be held with the Combined Authority Highways about the St Ives roads and potential bypass.

Cllr Dew agreed to look for a CCC Highways officers report opposing the Bellway development on the A1123/B1090 junction. **ACTION: C Cllr Dew**

District Cllr Keane reported that the HDC budget is being finalised and has meant tough decisions are being made.

HDC is working to encourage people back to the High Street and into the Leisure Centres.

There has been a lot of activity around the Climate Change agenda and there should be consultations coming out soon.

Staff are still mainly working from home, although plans are in place for a return.

Customer Services have been spread out throughout the offices to work safely.

Special mention was made of the Operations team who have worked hard to keep their services running.

7. CLERK AND RESPONSIBLE FINANCIAL OFFICERS REPORT

7.1. To authorise payments due

RESOLVED: The payments be approved and paid.

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

The payments made in December and the annual budget report to date were noted.

It is estimated that the Parish Council will hold approximately £35,000 in unallocated reserves at the end of 2021-22.

8. HOUGHTON & WYTON COMMUNITY FLOOD ACTION GROUP

The HWCFAAG has been in existence for about a year now. A Flood Plan is in place, but this is a dynamic document. Funding from the Environment Agency will be used to buy equipment to support members in the work

A 'table-top' scenario exercise has been carried out and it is clear that there is a good set-up and the group are working with the Timebank to compile a list of volunteers and to identify those in need and vulnerable. It is clear that if there was a flood the Parish would need to be prepared to help itself at least initially.

A hard copy of the Flood Plan will be delivered to the Parish Office.

Cllr Keane will review the flood information on the Parish Council website. **ACTION: DK**

The Parish Council confirmed it is happy for the Flood Group to respond to the CCC Draft Flood Risk Management consultation. **ACTION: DK**

9. TIMEBANK

The Timebank Constitution requires a Steering Group be in place; this currently is not imposed. It was decided that a Steering Group should be formed who can then look at updating the constitution and the most appropriate form that the Timebank should take. The Steering Group should consist of three parish councillors, a Timebank member and a community representative. It is hoped that this can be moved swiftly to allow an update in February. **ACTION: PB, AS & LT**

10. PLANNING MATTERS

10.1. Small stable block consisting of two stables, a hay store/lambing shed and tack room. With adjacent hard standing for parking. Land North of Ruddles Lane Off Splash Lane, Wyton. Ref No: 21/02810/AGDET

HDC has determined that this proposal needs a full application. No comment will be made until that is submitted.

10.2. Houghton Grange phases 1 & 2 – updates

Councillors met to ensure that everyone was up to date with the background, current state of the development and the results of Freedom of Information requests. The presentation for that meeting is an appendix to these minutes (available from the Clerk). A remote meeting is being arranged with Homes England to present their plans to the Parish Council. The Parish Council have asked that the meeting is held before any planning application is submitted and that hard copy, large-scale plans are available to councillors prior to the meeting.

RESOLVED: A total of £10,000 be budgeted for legal work to support Parish Council discussions with Homes England and HDC over Houghton Grange phase 2. This will include legal work and engagement of a landscape architect to provide expert advice on the size of an effective 'gap' between the Parish and St Ives. Any monies not spent in this financial year will be rolled over to 2022-23.

Proposed: Cllr Boothman Seconded: Cllr Baxendale All in favour

A meeting has been arranged with officers from HDC on 20 Jan 2022 to discuss the proposed Houghton Grange phase 2 development.

10.3. Community Land Trust

This cannot be progressed until HDC support is clear. The MP Jonathan Djanogly has been asked to write to HDC, the Combined Authority and Homes England to elicit their support. It is not sure if these letters have been sent or if there is any response. **ACTION:**

PB

11. PLAYING FIELD

11.1. Discussion on the future use/management of Playing Field

Various options on the way forward are being considered.

Some councillors visited the Hemingford Peace Memorial Hall to talk to the trustees about the set-up of that community facility.

11.2. To make a decision on the replacement of the water tank and associated fittings and approval of the Bowls Club plans for irrigation system

Cllr Bonny and the Clerk met with a representative of the Bowls Club and the proposed contractor for the irrigation system. The Bowls Club have received several quotes and applied, unsuccessfully, for grants towards this work. The Parish Council will ask to see the other quotes received by the Bowls Club, to satisfy the Parish Council Financial Regulations. As the tank system is integral to the irrigation system it is felt it is best to use

the same contractor if this is a reasonable quote. The original quote included a water meter between tank and the tap on the outside of the pavilion which is used by the Cricket Cub to water their pitch. The Parish Council has asked for a quote to include fitting meters between the mains and the tank and the tank and the Bowls Green irrigation system. This will allow the use of chargeable, mains water by all users to be measured more accurately.

RESOLVED: The Parish Council approve the expenditure of up to £3,250 on replacing the water tank at the Pavilion and all necessary fittings to include three water meters. The tank will be a 500 litre Enduramaxx polyethylene with a 10-year warranty tank and all waste to be removed. This is subject to receiving the other quotes obtained by the Bowls Club. **ACTION: Clerk**

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

12. QUEEN'S PLATINUM JUBILEE

The organising committee has met to progress arrangements. It has been decided that an event will be held on the Playing Field between 12 noon and 4-5pm on Sat 4 June for the parish to celebrate the Platinum Jubilee. This will take the form of some organised activities and entertainment along with informal picnics. All residents are welcome. Volunteers to help on the day and beforehand are needed and community groups will be contacted for their involvement.

It is still hoped that trees can be planted in the parish this year by arrangement with landowners. A map to show suggested areas will be produced. The National Trust have offered help if needed. Residents will also be encouraged to 'plant a tree for the jubilee'.

13. PARISH COUNCIL VISION

13.1. Update on future actions, projects etc of the Parish Council

Actions have been allocated to councillors and a meeting will be arranged in February to follow up on these. **ACTION: All Cllrs**

13.2. Meeting with National Trust, Houghton Mill

Notes from the meeting have been circulated to councillors and attached as an appendix to these minutes (please ask the Clerk). There have been positive comments from visitors and staff on the expansion of the picnic area and restrictions on access to the river. Both have led to a more pleasant atmosphere on the site. The National Trust will encourage all visitors to park considerately and to use alternative transport, such as the Busway, cycling and walking where possible.

It was noted that Mill Street has been muddy in recent wet weather. Some of this results from the National Trust Car Park; they have restricted parking in the worst areas.

The staff will be given a list of Parish Council meeting dates and they will be welcome to attend when possible. **ACTION: Clerk**

14. PROJECTS IN THE PIPELINE

14.1. Land West of Houghton Cemetery

An application has not yet been submitted.

14.2. A1123 Speed Reduction Local Highway Initiative 2022/23- update

CCC were supplied with the speed data collected by SLR for the report they produced, as yet there is no response from CCC.

14.3. Mill Street Local Highway Initiative 2021/22

An officer needs to visit and meet with the Parish. There is a backlog of projects.

14.4. HDC CIL application for Pedestrian / Cycle way A1123

It is hoped that the push for more active travel from the Combined Authority will help this project and the application for a speed reduction. A mixture of funding will be needed for this project and detailed costings are yet to be produced.

15. CORRESPONDENCE

- An invitation to sign the Armed Forces Covenant was received; it was decided that the Parish Council would not sign this covenant as it was felt that all members of the community should be treated equally.
- A resident suggested planting Lime trees on The Green along the wall of The Whympers. It was recognised that this will be a planning and Highways issue and the Parish Council does not own this land. This also does not fit with a design that was proposed for improvements of The Green. The Parish Council would encourage residents to plant trees on their own land if possible. The Clerk will respond. **ACTION: Clerk**

16. ANY OTHER BUSINESS

- It was noted that many of the roadside gutters and gulleys are blocked by fallen leaves. They have not been swept away and are now wet and rotting and therefore difficult to remove. The Local Highways Officer will be informed.
ACTION: Clerk
- The Clerk has started a trial of Parish Online a mapping system. Councillors and the Flood Group have been sent invitations to log on and test the mapping software with a view to purchasing a licence.

17. DATE OF NEXT MEETING

The next meeting of the Parish Council will be on Wed 2 February 2022, 7pm.

The meeting closed at 9:40pm

Signed:..... Date: