

HOUGHTON AND WYTON PARISH COUNCIL

Minutes of the **Parish Council Meeting** held on Wednesday 13 July 2022, 7:00pm.

Present: Cllr R Baxendale
Cllr R Guinea
Cllr A Skinner
Cllr B Gilmour
Cllr D Keane
Cllr N Elborn

Staff present: Lois Dale, Parish Clerk.

There were also four members of the public present

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr P Boothman. D & C Cllr Dew was also unable to attend.

2. DECLARATIONS OF INTEREST

Cllr Elborn declared an interest in item 9.1 as she is a neighbour.

3. PUBLIC COMMENT

There was no public comment.

4. CO-OPTION OF NEW PARISH COUNCILLORS

RESOLVED: Terry Goodger and Zac Hunter be co-opted as councillors for Houghton & Wyton Parish Council.

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

Having signed their acceptance forms, Cllrs Goodger and Hunter joined the Parish Council.

RESOLVED: An application will be made to HDC to carry out a Community Governance Review with the aim of increasing the number of Parish Councillors for Houghton & Wyton Parish from nine to 11. Following discussion it was agreed that there was a strong case to achieve this objective. **PB & Clerk**

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

5. MINUTES

RESOLVED: The minutes of the Parish Council Meeting of 8 June 2022 be agreed as a correct record.

Proposed: Cllr Gilmour; Seconded: Cllr Guinea. For: 6, Abstentions: 3

6. MATTERS ARISING

A meeting with the Scout Hut Committee will be arranged as soon as possible. **PB & RG**
Mill Street LHI: Although the County Council design did not include all elements, it was decided to progress this subject to approval of specifications in consultation with residents.

Risk Assessments: Two quotes have been received for carrying out a Fire Risk Assessment of the Pavilion, they will be asked to quote for the Clock Tower also. **BG**

The Christmas Lights Committee will be asked for their Risk Assessment for their use of the Clock Tower during Bacon Butty stalls and use for the lights. **Clerk**

Work on plumbing and electrics in the pavilion will be expedited. **Clerk**

It was agreed that there would not be a Parish Council meeting in August. All Councillors and the Clerk were asked to concentrate on completing their tasks on the Action List prior to September.

7. DISTRICT AND COUNTY COUNCILLORS REPORT.

D Cllr Keane reported that letters have been sent out to residents who are entitled to the £150 Council Tax rebate, but do not pay by Direct Debit. Residents can contact HDC if they do not receive a letter.

HDC are promoting an Active for Health program to tackle health and obesity issues. A full HDC meeting will be held at Pathfinder House on 20 July.

C & D Dew will be contacted to ask about progress with the complaint about the lack of central white lines on Houghton Hill Road. **Clerk**

8. CLERK AND RESPONSIBLE FINANCIAL OFFICERS REPORT

8.1. To authorise payments due

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

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

The annual budget report to date was noted.

8.2. Sports Clubs

8.2.1. Annual Invoices

The invoices will be prepared following the formula in the current agreements and issued to the clubs. The Parish Council is aware that the past couple of years may have been difficult for some clubs and that there have been changes in the management. The clubs will be invited to contact the Parish Council if they need to discuss any issues. It maybe that the clubs need to meet to review their respective proportions of the pavilion charge. **Clerk**

8.2.2. Report on meetings with the Cricket and Football Clubs

The Cricket and Football Clubs have new committees and have met with the Parish Council to discuss some issues. It is obvious that the Playing Field needs some capital investment to bring it up to the standard required by the clubs. The Parish Council and the clubs will work on this. Both clubs have reduced the number of active teams which will lead to a reduction in Pavilion use and income.

8.3. Pavilion booking request for wedding celebration

An enquiry to book the Pavilion and Field for a wedding celebration in 2024 has been received. Due to the priority use of the pavilion by sports clubs the Parish Council feels that at this stage it cannot commit to a date so far in advance. When time permits that the procedures needed to facilitate these events will be looked into.

9. PLANNING MATTERS

9.1. Two storey side and single storey rear extention, modernisation and internal alterations 8 Rectory Lane Wyton Huntingdon PE28 2AQ Ref. No: 22/00784/HHFUL

Cllr Elborn declared a non-pecuniary interest as a neighbour

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

This application does not contravene Objectives 2 and 12 of the Houghton & Wyton Neighbourhood Plan or their associated policies. It is not out of character with the neighbouring modern houses, albeit they are mostly screened from the road.

However, we have the following comments:

There are several errors in the application, including stating that the property does not overlook or be overlooked by neighbouring properties. There is overlooking from The Old Rectory and substantially from and to the former St Margarets Church, a Grade 1 listed building. This will be increased with the large areas of glazing proposed. The privacy now enjoyed could be compromised.

The alterations will have an effect on the setting of the neighbouring listed buildings. Attention should be paid to the views from the south, ie from the opposite riverbank and from Hemingford Abbots. The large glazing areas on this aspect will impact on the view and could cause light pollution. Landscape screening should be considered as a planning condition.

We wish to express concern that these alterations are eroding the Conservation Area.

Proposed: Cllr Keane; Seconded: Cllr Guinea. For: 6, Abstentions: 2

9.2. Engineering works to improve drainage and ground conditions. Land North Of 6 Old Houghton Road Hartford Ref. No: 22/01134/FUL

Houghton & Wyton Parish Council have the following comments:

This application involves large engineering works to improve land for grazing.

This Parish Council supports the retention and improvement of grazing and agricultural land.

The ecological value of the area needs to be maintained as an important wildlife corridor.

9.3. Oak - 3050 on map - Reduce by 6-8mtrs in height, shape and balance where required. Causing issues for the neighbouring property on Home Farm Road, branches hanging over into the garden The Elms Thicket Road Houghton Ref. No: 22/01404/TREE

RESOLVED: Houghton & Wyton Parish Council recommend that this application is **APPROVED** to preserve the health of the tree and prevent nuisance to neighbours.

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

9.4. Residential occupancy of Lodge 1 on a sole residential occupancy in excess of ten years. The lodge is securely moored to land, leased from Hartford Marina. Lodge 1

Hartford Marina Banks End Wyton Huntingdon PE28 2AA Ref. No: 22/01248/CLED

Houghton & Wyton Parish Council have no further knowledge about the residency of this dwelling.

The Parish Council would draw attention to its Neighbourhood Plan Objectives 6 & 11 and policies 8 (Tourism Development) and 10 (Change of use of existing tourist accommodation to permanent residences).

9.5. Houghton Grange phases 1 & 2 updates

Pam Scott, Regeneration and Housing Delivery Manager, at HDC has confirmed the conditions for affordable housing in the District. The Parish Council want to re-enforce the requirement for the affordable housing element at Houghton Grange to be allocated for people from the parish and locally into perpetuity. Her response offers some hope and the offer of a meeting will be followed through. **PB**

Phase 2: No application has yet been received. It was confirmed that the professional team was in place to respond to the application as and when received. The community and neighbouring parishes will be contacted to ask for their support of the Parish Council's position. Homes England will be contacted for an update on the expected application date and reasons for delay. **PB**

9.6. Other Planning Matters

Arkady, Thicket Road: The Parish Council recommended refusal to this planning application in Dec 2021 and the District Councillors asked for it to be taken to the Development Management Committee. The DMC meeting was cancelled and a decision was made by an officer to approve the application without planning conditions, despite objections from neighbours as well. The architects have since been in touch to confirm that they cannot proceed with the original plan as the foundations of the original building are not suitable. They are considering resubmitting the application to demolish and rebuild to the same design. A copy of our original letter to HDC will be copied to D Cllr S Conboy, the leader of HDC. **Clerk/PB**

9. PLAYING FIELD

The Parish Council is committed to acquiring the freehold ownership of the eastern portion of the Playing Field which is subject to a leasehold agreement. On completion, the objective of the Parish Council is to put the entire field into a charitable trust in perpetuity for community benefit. To that end the first step in the compulsory purchase procedure has been completed. However, the PC will continue negotiations to agree a

settlement with the four title holders subject to agreement of terms and conditions. Further legal advice will be sought **PB & RB**

10. PROJECTS

10.1. Cemetery Extension

Hedging plants will be acquired from the Woodland Trust and dedicated under the Queen's Green Canopy. Preparation of the cemetery extension is becoming a priority.

NE & Clerk

10.2. Tree Survey – recommendations for work.

Quotes will be obtained for works identified in the survey and by Tree Wardens. **Clerk**

11.3. Playing Field Compound

RESOLVED: £5,000 be added to the budget under the Project Cost Code to install concrete or equally approved hard surface in the compound to allow storage to be installed for the football club, Flood Group and Parish Council. Quotations will be obtained. **TG & Clerk**

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

11.4. Community Infrastructure Levy round 2022/23

The applications for the next round of funding close on 25 August. It was agreed that the re-thatching of the Clock Tower would be a suitable project for this. Quotes will be sought for the repainting and work to the clock housing and bench. The planning permission for work on this listed building will be investigated. **Clerk & RB**

11. PARISH COUNCIL VISION

The meeting planned for 16 July has been deferred. It is hoped that this can be rescheduled for September.

12. PARISH COUNCILLOR DESIGNATED ROLES

The meeting agreed with the principal objective of allocating roles to Councillors to provide support to the Clerk. The Clerk will initially allocate these and can be redistributed as appropriate. **Clerk**

13. CORRESPONDENCE

The circulated correspondence was noted, relevant items will also be sent to the new councillors.

Councillors were encouraged to attend CAPALC drop-in sessions and make use of the CAPALC and NALC websites.

The Clerk will be attending the HDC Parish forum on 20 July.

A resident had contacted the Parish Council about posters in the window of a private house that they found offensive and transphobic. It was felt that others in the village were also affected by them. The resident was thanked for explaining the issues and legislation.

The meeting discussed the issues and agreed that in principle support could be given to the correspondent, but in any communications the Parish Council must present a balanced view in the best interests of promoting positive community relationships. The correspondent was advised to bring the subject to the attention of the police and the Parish Council confirmed it was in support of that action. Other actions were agreed:

- Advice will be sought from CAPALC on any action that can be taken. **Clerk.**
- The Parish Council Equality and Diversity policies will be reviewed. **AS.**
- Consideration will be given to a statement in the next village magazine. **PB & RG**

14. ANY OTHER BUSINESS

The Parish Council thanks the Chair, committee and volunteers who worked so hard to organise this year's Feast Week. This was much appreciated after the last two years curtailed events and gave a wonderful opportunity for the village to come together and celebrate the community. **Clerk**

Rose Williams was thanked for organising a wonderful Seaside event on behalf of the Timebank.

Staff appraisals will be carried out in August.

15. DATE OF NEXT MEETING

The scheduled August meeting will be cancelled. An extraordinary meeting will be called if required to make decisions on Planning Applications or other urgent matters. The next meeting of the Parish Council will be on Wed 7 September 2022, 7pm.

Signed:..... Date: