

HOUGHTON AND WYTON PARISH COUNCIL

Minutes of the **Parish Council Meeting** held on Wednesday 1 February 2023, 7:00pm.

Present: Cllr B Gilmour
Cllr T Goodger
Cllr A Skinner
Cllr R Guinea
Cllr Z Hunter

There were also three members of the public present.

Staff: Lois Dale, Parish Clerk.

1. ELECTION OF CHAIR

RESOLVED: In the absence of the Chair and Vice-chair, Cllr Hunter is nominated to chair the meeting.

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

2. APOLOGIES FOR ABSENCE

Apologies for absence were accepted from Cllrs Baxendale, Boothman, Elborn and Keane.

3. DECLARATIONS

Cllr Goodger declared a non-pecuniary interest in item 9.1 & 9.2 as these applications related to his employers dwelling.

4. PUBLIC COMMENT

The new Chair of Wyton on the Hill Parish Council introduced himself. He was thanked for making efforts to arrange storage for Houghton & Wyton flood group equipment.

5. MINUTES

RESOLVED:, The minutes of the Parish Council Meeting of 11 January 2023 be agreed as a correct record.

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

6. MATTERS ARISING

It was confirmed that the Ecological assessment of the cemetery extension land had been almost completed; a data report on local areas is still awaited. The report made recommendations for work and mitigations for any habitat loss or disturbance. It was confirmed that although small saplings will be lost during clearance, the hedge between the cemetery areas will be largely retained and new hedging will be planted around the perimeter. Work on developing this area is a priority and contractors for the work will be sought. **LD, TG, & NE**

The Cemetery hedge along the A1123 has been reduced in height, this should increase the density of the hedge and maintain its appearance. The ditch here has also been dug out to improve drainage.

7. DISTRICT AND COUNTY COUNCILLORS REPORT.

No District or County Councillors were present and no report was received.

8. CLERK AND RESPONSIBLE FINANCIAL OFFICERS REPORT

8.1. To authorise payments due

RESOLVED: The payments be approved and paid. **(LD)**

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

The budget report to date and bank balances were noted.

8.2. Investment/Savings Accounts for reserves

Work is in progress to invest the agreed amounts. **LD & NE**

8.3. Tree Work – update

The contract to carry out work on the Parish Council trees has been agreed with Cambridge Trees and the work is due to commence on 20 February.

9. REPORTS AND RECOMMENDATIONS

9.1. Playing Field

9.1.1. Field maintenance

Quotes are still awaited.

9.1.2. Field Lease

The valuation and new lease are in progress and a meeting will be held with the landowners once these are received. **RB & PB**

9. PLANNING MATTERS

9.1. Demolition of lean-to extension and construction of an orangery to provide living and dining accommodation. Internal modifications to the existing kitchen finished floor levels to improve accessibility.

Houghton Hall St Ives Road Houghton
Huntingdon PE28 2BL Ref. No: 22/02201/HHFUL

9.2. Demolition of lean-to extension and construction of an orangery to provide living and dining accommodation. Internal modifications to the existing kitchen finished floor levels to improve accessibility.

Houghton Hall St Ives Road Houghton
Huntingdon PE28 2BL Ref. No: 22/02202/LBC

RESOLVED: Houghton & Wyton Parish Council recommend these applications be **APPROVED**. The design of the orangery is in keeping with and sensitive to the property. Having reviewed the plans. The conservatory/ orangery is very in keeping and sensitive to the property. There will be no impact on the street scene. This does not contravene any Neighbourhood Plan policies.

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

9.3. Erection of single storey rear extension to provide WC.

St Marys Church Chapel
Lane Houghton Ref. No: 22/02131/FUL

RESOLVED: This small extension and internal rearrangements will improve the community benefit and enable a flexible use of the church building. The external appearance will fit in with the current historical listed building. This proposal meets HWNP Policy 11, addressing needs of residents and supporting the community in its use of the parish church.

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

9.4. Works associated with F3 Staircase at Houghton Grange

Houghton Hill Houghton Huntingdon PE28 2BZ Ref. No: 23/00089/LBC

The Council felt there was not enough relevant information on the application to be able to make an informed decision. The Clerk will ask the HDC planning officer and Morris Homes for more information and circulate the responses. **LD**

9.5. Hemingford Park, 21/01768/FUL Planning Appeal

The Parish Council objected to this application in December 2021, and have therefore been consulted on the appeal. The Parish Council did not see any reason to change its objections or have any further comments to add; therefore no response will be made to this notice. The Clerk will ask Hemingford Abbots if they have any further response. **LD**

9.6. Houghton Grange

Morris Homes have confirmed that they have not yet appointed a partner for the affordable housing on the site. The Housing Delivery Manager at HDC confirmed that they would have expected this stage to have been completed by now. The Parish Council is disappointed with the lack of communication from Morris Homes once the development was approved. The Parish Council wants to liaise with the developer to enable them to deliver Welcome Packs to new residents. **PB, RB & SS**

9.7. Community Land Trust and Housing Needs Survey

Cambs ACRE have been asked to carry out a Housing Needs Survey for the parish, an update on progress is awaited. The Housing Delivery Manager at HDC has agreed to expedite this.

9.8. Enforcement Actions

Update on the potential private river mooring for The How residences: HDC are still waiting for a complete retrospective planning application for this unauthorised development.

There has been no update on other enforcement reports.

9.9. Other Planning Matters

There were no other planning matters.

10. PROJECTS

10.1. Playing Field Compound Extension

There is no further update on the extension work which is due to commence in February. The size of storage needed by the Parish Council will be calculated to get quotes for sheds. **RG & Clerk**

10.2. LHI – A1123 speed limit in the Parish and St Ives

No objections were received during the Highways consultation period. A full response from the Police is still awaited. A negative and confrontational comment has been received by the Parish Council from a member of the public. The Clerk was thanked for responding with relevant information.

St Ives Town Council contacted the Parish Council about an LHI bid they have in progress to extend the 30mph speed limit on the A1123 to the west of St Ives. The stretch of road they proposed extends into Houghton & Wyton. A meeting is arranged with the CCC Highways officers for 10 February. It is hoped that at least one councillor and the Clerk can attend. **LD, SS & RG**

It was agreed that an informal meeting should be arranged with neighbouring councils later in the spring.

10.3. Clock Tower re-thatching

The contractor hopes to start work by March. They have liaised with scaffolders and Highways to agree on their part in the project. A Carpenter has been asked to take on the work needed above the thatch. He will liaise with the thatcher on work dates. The Clerk will ask the thatcher how long they expect to be on site and if they can add decorative finishes to the thatch. **LD**

10.4. Future Project Priorities 2023/24

Following the public consultation meetings held on the 19 and 21 of January, a list of comments received has been compiled. A meeting to discuss these will be arranged. It was noted that it might be helpful to offer other things of interest to encourage public engagement.

11. CORRESPONDENCE

A complaint has been received from a member of the public about a noise nuisance from the generator used by the kebab van in the lay-by on the A1123. Parking in the lay-by is restricted to the hours of 7am to 9pm, this trader is often parked here until 10pm. It was agreed that the Clerk would contact CCC, HDC and the police to check licences held and ask for advice to tackle this complaint. The vendor will also be informed of the complaint and asked to comply with the parking restriction. **LD**

The Tennis Club has asked to meet with the Parish Council to discuss how the club and council can work together to benefit the community. **RG**

The Cambridgeshire and Peterborough Combined Authority have launched a consultation on their draft bus strategy which is open until 22 February. This will be circulated to the Parish Council emailing list. If anyone that would like to join the

emailing list to receive notification of meetings and relevant information, please contact the Parish Clerk.

12. ANY OTHER BUSINESS

The Parish Council has agreed to fund village celebrations for the coronation in May. There are guidelines published by the Royal Family for the events during the extended Bank holiday weekend. The Parish Council would like residents to volunteer to organise events. Please contact the Parish Clerk if you would like to be involved. The Gardening Club has plans to ask residents to join in with individuals displays and will publish information nearer the time.

13. DATE OF NEXT MEETING

The next scheduled meeting of the Parish Council is **Wednesday 8 March**, venue to be confirmed.

Signed:..... Date:

DRAFT