

HOUGHTON AND WYTON PARISH COUNCIL

Minutes of the **Parish Council Meeting** held on Wednesday 11 January 2023, 7:00pm.

Present: Cllr P Boothman - Chair
Cllr B Gilmour
Cllr T Goodger
Cllr D Keane
Cllr R Baxendale
Cllr R Guinea
Cllr Z Hunter
Cllr A Skinner

There were also four members of the public present.
The Parish Clerk was unable to attend.

1. APOLOGIES FOR ABSENCE

There were apologies for absence from Cllr Elborn.

2. DECLARATIONS

There were no declarations of interest.

3. PUBLIC COMMENT

A member of the public expressed concern that the Feast Week Committee had disbanded. Assurances were given by the previous Chair of Feast Week that there had been positive interest in reforming a committee and members of the previous committee were encouraged to support them. The Gardening Club plan to organise a Produce Show. Feast Week confirmed that the new committee will have adequate finances.

4. MINUTES

RESOLVED: The minutes of the Parish Council Meeting of 7 December 2022 be agreed as a correct record.

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

5. MATTERS ARISING

It was noted that the Scout Hut Committee have approved the proposed Heads of Agreement with the Parish Council.

6. DISTRICT AND COUNTY COUNCILLORS REPORT.

There have been changes to the District Council's Bulky Waste collections. Some items such as sofas cannot be disposed of in landfill, but they can still be collected and taken to Recycling Centres and store them until they can be dealt with.

Warm Spaces, there is a £400 grant given to all public libraries to run these events.

There will be an event in Huntingdon on 27 Jan 2023 to mark Holocaust Memorial Day.

7. CLERK AND RESPONSIBLE FINANCIAL OFFICERS REPORT

7.1. To authorise payments due

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

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

The budget report to date and bank balances were noted.

7.2. Investment/Savings Accounts for reserves

As agreed in Dec 2022, surplus reserves and CIL money will be invested in the following proportions:

- £85K to a 1 year fixed interest account - Cambridge and Counties Building Society
- £15K to a 1 year fixed interest account - Charity Bank
- £50K to a 95 day account with Redwood Bank

There was discussion on moving the Parish Council current account to Unity Trust. This bank is used by many parish councils and has an understanding of the sector.

7.3. Grant application from St Mary's PCC – maintenance of Wyton Churchyard

RESOLVED: a grant of £271 be made to St Mary's PCC to contribute to the upkeep of Wyton cemetery.

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

7.4. Office rent, St Mary's Centre

The PCC had proposed that the current arrangements and division of costs continue for the foreseeable future until it was established what support the Government might make available and a review of energy usage could be made. After which it was agreed that a meeting should be arranged with St Mary's PCC to review the agreement for the office rental. Energy costs for the SMC have increased by 276% recently. Over the time the Parish Council has been hiring this room it is estimated that the Parish Council use about 37% of the energy used. This has led to a proposal that the Parish Council contribute an extra £1,587 a year during the next rental period. The government subsidies and usage over time will be monitored and a smart meter installed to record energy usage over time and ways to reduce energy consumption implemented where possible. It was agreed that this request was reasonable. It was agreed that a review of the rental agreement was needed, but this was not urgent.

The Parish Council will work with the PCC to improve the energy efficiency of the building and look at any grants available for Warm Spaces.

8. REPORTS AND RECOMMENDATIONS

8.1. Playing Field

8.1.1. Field maintenance

Two contractors are putting together quotes for this work and one more will be sought.

8.1.2. Field Lease

Eddisons in Huntingdon have been asked to provide a fee proposal for the valuation of the Playing Field and guidelines for the termination value of the current lease and suggestions for the cost of the new lease. This is still awaited. A new long-term lease is being drafted.

8.2. Cemetery Hedge and ditch maintenance

The contractor who provided a price for this work has not been in touch. Other quotes will be sought.

9. PLANNING MATTERS

9.1. [Use of land as open storage and repair of commercial vehicles and marine engineering equipment and storage of containers.](#)

Willow Walk Farm Banks End
Wyton Ref. No: 22/02555/CLED

This application is to regularise current use. The applicant confirmed there were no firm future plans for any other land use.

Concern was expressed about the elongated area claimed as a storage area, drawn to the east of the main field, running parallel to the A1123 along the northern section, and the potential for proliferation of storage in the fields beyond, leading to increased traffic ingress and egress, the potential to be seen from the main road, land pollution from the work and the potential for extending the current cycle path in this area behind the flood bank towards the village.

RESOLVED: Screening from the main road to be maintained, restrict expansion of storage space with no expansion into the field to the east or southwards and limiting the height of any storage by not double stacking containers. The goods vehicle operating licence currently allows 2 lorries and a trailer to be based at this site and that should be maintained as the limit. The Parish Council does not want to restrict the current business, but want to protect the environment, countryside views, particularly of the meadows on the approach to the village and agricultural land use.

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

9.2. Houghton Grange

Nothing further to report at the moment.

9.3. Community Land Trust and Housing Needs Survey

There has been no response yet from Cambs ACRE in regard to the housing needs survey.

Morris Homes have not yet responded to our enquiries about completion dates and social housing. And when S106 payments will be triggered

9.4. Enforcement Actions

Update on the potential private river mooring for The How residences: No retrospective application for the work undertaken has been received from HDC yet. It is reported that HDC are advising potential buyers to take their own legal advice about the mooring if this is important to them.

9.5. Other Planning Matters

Certificate of Lawful Development application: Existing commercial building used for vehicle and marine equipment repairs. Willow Walk Farm Banks End Wyton.

22/02566/CLED

RESOLVED: the Parish Council has no objection to this building.

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

An application for Houghton Hill House will be discussed at the February meeting

10. PROJECTS

10.1. Playing Field Compound Extension

There has been no further progress, the work is still scheduled for February. The Football Club will be informed and any storage can be put up after this is completed and in such a way to maximise space for all users. **RG & Clerk**

10.2. LHI – A1123

The consultation on the speed reduction has finished. However, a response from the Police is awaited.

10.3. Tree Works

RESOLVED: The Clerk is given executive power to choose a contractor at a budgeted cost of up to £7,000.

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

10.4. Clock Tower re-thatching

The appointed contractor will meet with Street Works at CCC and arrange scaffolding. They hope to start work in March. Quotes for the timber work are still needed.

10.5. Future Project Priorities 2023/24

See item 11.

11. VISION WORKSHOP

Following the workshop in October 2022, the councillors have looked at and ranked potential projects. Two drop-in consultation sessions are planned for 19 and 21 January where various project ideas including those emerging from the workshop to be shared with residents. It was agreed that burial choices and options, from other sites in the local area would be included.

12. CORONATION CELEBRATIONS

RESOLVED: A budget of up to £2,000 be allocated for parish celebrations. Invitations for individuals to form a group to help and arrange suitable celebrations for the village would be circulated on social media, via the village magazine, notice boards as well as to the newly forming Feast Week Committee.

Proposed: Cllr Keane; Seconded: Cllr Hunter. All in favour
Cllr Hunter will prepare communications for the residents. Residents will be asked to volunteer to organise this historic event. Anyone interested can contact the Parish Clerk.

13. CORRESPONDENCE

The village Baby and Toddler Group had contacted the Parish Council to ask if they could help with safe parking for the attendees. It was suggested the Clerk contact them to tell them they can park in the Playing Field Car Park. This would allow them to walk safely across the field to access Huntingdon Road.

The Cricket Club have asked if they can install a rail to allow photos to be hung in the Pavilion. There were no objections to this.

Anglian Water have reported that they have found no problems with the drains in the village. They will be contacted to arrange for them to attend a meeting with the Parish Council and Flood Group.

It is noted that the lease of the Three Horseshoes is for sale. Although this is listed as an Asset of Community Value, this process is not triggered by the sale of such a short lease. Police community meetings, - These are scheduled for 14 March, 13 June, 12 September and 12 December 2023, they will be held online. They can be booked through Eventbrite. If you have not received an email about these meetings and would like more information, please contact the Parish Clerk.

The Flood Group pointed out the value of producing a definitive map of land owner riparian rights to make it quicker and easier to establish responsibilities when issues arise. The clerk and previous Parish Councillors will be asked to look to maps that might be relevant.

The Environment Agency have recently sent Flood Alerts to those registered for communication. Some of these were triggered automatically. The Flood Group has checked if the alerts are urgent, and communicated via Facebook. It has been suggested that a WhatsApp flood group is set up.

14. ANY OTHER BUSINESS

Some groups that use the field for training are using the car park when the ground is wet. This will be investigated.

Due to the absence of the Chair and Vice chair for the meeting in February, Cllr Hunter has agreed to chair this meeting.

15. DATE OF NEXT MEETING

The next scheduled meeting of the Parish Council is **Wednesday 1 February 2023**, 7pm in the St Mary's Centre. The March meeting will be deferred to Wednesday 8 March, venue to be confirmed.

Signed:..... Date: