

HOUGHTON AND WYTON PARISH COUNCIL

Minutes of the **Parish Council Meeting** held on Wednesday 2 August 2023, 7:00pm.

Present: Cllr P Boothman - Chair
Cllr B Gilmour
Cllr D Keane
Cllr Baxendale
Cllr R Guinea

There were two members of the public present, including D Cllr L Davenport-Ray. D & C Cllr Dew could not attend.

<p>1. APOLOGIES FOR ABSENCE There were apologies from Cllrs Elborn, Hunter & Skinner.</p>
<p>2. DECLARATIONS There were no declarations of interest.</p>
<p>3. PUBLIC COMMENT There was no public comment.</p>
<p>4. MINUTES RESOLVED: With a minor amendment to item 10.3, the minutes of the Parish Council Meeting of 5 July 2023 were agreed as a correct record. Proposed: Cllr Baxendale; Seconded: Cllr Gilmour. All in favour</p>
<p>5. MATTERS ARISING</p> <ul style="list-style-type: none">• It was agreed that the financial implications of hiring an Assistant Clerk or similar needed to be assessed. This will then be confirmed at the September meeting.• The process to co-opt a new councillor will be started.
<p>6. DISTRICT AND COUNTY COUNCILLORS REPORT.</p> <p>D Cllr Keane reported on HDC Key activities and updates</p> <ul style="list-style-type: none">• There is a consultation on Dog Control Public Space Protection Order from Aug 1 to 28th https://www.huntingdonshire.gov.uk/consultations/public-space-protection-order-dog-control-public-consultation/• These are the healthy activities run during summer https://www.huntingdonshire.gov.uk/leisure/healthy-you/• Survey on the council tax support scheme which finishes Sept 10th https://www.smartsurvey.co.uk/s/HUNTINGDONSHIREFINALCTR/ <p>D Cllr Davenport Ray attended to discuss various 'green' issues with the Council. The Thicket: This has been defined as a 'pocket woodland'. The maintenance strategy is to allow public access to a natural habitat, while also balancing the risk to the public. Therefore 8 trees have been identified as being suitable for pollarding and 27 for coppicing. This is unlikely to happen before early 2024 when funds are available. The Great Ouse Valley Trust is keen to have a tree planting project in this area and will liaise with Cllr Davenport-Ray and other stakeholders. Cllr Boothman explained that the Parish Council would like the Thicket to extend to the North and towards St Ives. This could form part of the Biodiversity Net Gain that must be provided by developers. Cllr Davenport-Ray in promoting several initiatives to encourage the use of solar energy and increase availability of electric vehicle charging points. She also has access to funding for the work of an ecologist on suitable projects.</p>
<p>7. CLERK AND RESPONSIBLE FINANCIAL OFFICERS REPORT</p> <p>7.1. To authorise payments due RESOLVED: The payments be approved and paid. Clerk Proposed: Cllr Baxendale, Seconded: Cllr Guinea. All in favour.</p>

The budget report to date and bank balances were noted. The budget will be updated. **Clerk**

7.2. Grant request: Houghton & Wyton Baby & Toddler Group

RESOLVED: The grant request of £250 be approved.

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

8. REPORTS AND RECOMMENDATIONS

8.1. Playing Field

8.1.1. Field Lease

The draft lease has been reviewed by Leeds Day for the landowners and they are in dialogue with the Parish Council solicitor.

The Parish Council will be using the agreed \$106 funding from Houghton Grange Phase 1, Shelbourne Estate development to partially fund this lease purchase.

8.1.2. Scout Hut agreement and proposed garden

A signed agreement has been received from the Scout Hut Executive committee, payment for this year is still outstanding. They have received an offer of voluntary labour and a digger to start the work they would like on a garden and outdoor meeting area to the east of the hut. The clerk will liaise with them to ensure that Risk Assessments and measures to safeguard the public are in place before work starts.

8.2. Biennial Report.

It was agreed at an annual report be produced for 2023/24 to be timed to coincide with the end of financial year and an Annual Parish Meeting.

9. PLANNING MATTERS

9.1. Erection of a single storey rear extension 24 Brookside Houghton Huntingdon PE28 2BT Ref. No: 23/01245/HHFUL

RESOLVED: Houghton & Wyton Parish Council recommend that this application be **APPROVED.**

This dwelling is not in the conservation Area and the extension is not visible from the road.

However we do note:

- The proximity of the building to the neighbour's boundary
- The size of the extension in relation to the existing building
- The narrow (600mm) pinch point between the verandah and the fence.
- Inaccuracy on the application form: There is a large tree within falling distance of the extension

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

9.2. Removal of Condition 6 of Permission 9300133FUL to allow for permanent residential occupation of the existing dwellinghouse Pine Hill Park Sawtry Way Wyton PE28 2DZ Ref. No: 23/01228/S73

RESOLVED: Houghton & Wyton Parish Council note that

This is a permanent building in an existing built up area.

The existing static caravans on the site are used for residential occupation, currently for over 55s only.

There are some inaccuracies in the application, eg the Costcutter shop mentioned is on the RAF base and there is no public access.

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

9.3. Erection of single storey rear extension Beech House Thicket Road Houghton Huntingdon PE28 2BQ Ref. No: 23/01365/HHFUL

RESOLVED: Houghton & Wyton Parish Council recommend that this application be **APPROVED**.

Most of the work is internal rearrangement with a small extension to the rear of the property. The dwelling is set well back from the road and this work will have not affect the street scene or neighbours.

The work will make the house more habitable for modern living.

The proposed changes will be in keeping with current fittings.

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

9.4. Retention of operations comprising the laying of an engineered hard pad with paint-lining applied to demark parking bays and access clearance, on existing rough surfaced and grassed car park area serving the east bank of the marina campus. Hartford Marina Banks End Wyton Huntingdon PE28 2AA Ref. No: 23/00586/FUL

RESOLVED: Houghton & Wyton Parish Council is minded to recommend refusal.

However, we would like to see an opinion from the Environment Agency before we could make a fully informed decision as this is a large area of hardstanding in a highly sensitive area of inland waterway.

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

9.5. Enforcement Actions

There are no enforcement actions to report.

9.6. Other Planning Matters

The DMMO to define the width of the Thicket footpath between Houghton and St Ives has been submitted and all landowners informed.

10. PROJECTS

10.1. Playing Field Compound Extension and storage sheds

This work will be prioritised.

10.2. LHI – Mill Street improvements

A small sign to direct vehicles to parking at Houghton Mill will be provided for the top of Mill Street.

10.3. Clock Tower and Pavilion fire risk assessments

This will be progressed.

10.4. Defibrillators in the parish

The Three Jolly Butchers have suggested the defibrillator is fitted to an outbuilding, rather than the pub. It is hoped that this will negate the need for a planning application.

BG/Clerk

10.5. Cemetery Extension Fencing

RESOLVED: Chestnut post and rail fencing will be used as this provides a rustic barrier and will allow the growth of a hedge. Up to £1000 be allocated for this fencing. Quotes will be obtained for installation.

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

10.6. Playing Field

10.6.1. Hedging and trees

Quotes will be obtained for the use of chestnut post and rail fencing and the cost of bare root hedging. Any available grants or donations of trees will be looked into.

RESOLVED: John Talbot be asked to cut back a tree overhanging the garage of May Cottage and advise on others in this area.

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

10.6.2. Other Playing Field

An accident on the Playing field has been mentioned by the Cricket Club. Full details,

accident reports and risk assessments for the equipment involved will be requested.

Clerk

11. CORRESPONDENCE

No correspondence was discussed.

12. ITEMS TO BE CONSIDERED AT FUTURE MEETINGS, DELEGATED ACTION OR INFORMATION ONLY

- Ongoing matters that will be included on the next agenda will include the cemetery extension fencing, resident's fencing on neighbouring the Playing Field, fire risk assessments, defibrillators and storage in the compound,

13. DATE OF NEXT MEETING

The next scheduled meeting of the Parish Council is **Wednesday 6 September 2023**, 7pm in the St Mary's Centre.

Signed:..... Date: