

## HOUGHTON AND WYTON PARISH COUNCIL

Minutes of the **Parish Council Meeting** held on Wednesday 06 December 2023, 7:00pm.

**Present:** Cllr P Boothman - Chair  
Cllr Gilmour  
Cllr D Keane  
Cllr A Skinner  
Cllr Baxendale  
Cllr R Guinea  
Cllr J Rodgers  
Cllr R Southworth

There were three members of the public.

### 1. APOLOGIES FOR ABSENCE

There were apologies for absence from Cllr Hunter.

### 2. DECLARATIONS OF INTEREST

There were no declarations of interest.

### 3. PUBLIC COMMENT

- The Chair welcomed the new Parish Councillors, Jacquetta Rodgers and Ruth Southworth, to their first meeting.
- A member of the public expressed concern that the Dogs on Leads Public Space Protection Order for Huntingdonshire seems to cover footpaths and other rights of way. This will be checked with HDC.
- Other comments are included in the items 8.3 and 10.2 below.

### 4. MINUTES

**RESOLVED:** The minutes of 8 November 2023 were approved as a correct record.

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

### 5. MATTERS ARISING

- Training – for new councillors internally and by CAPALC, will be arranged.
- Defibrillators – planning permission will be applied for an external unit at the Three Jolly Butchers. **BG and Clerk**
- Flood Group – A Saturday morning in January will be arranged for Flood Warden Training for councillors.
- Use of Parish Council Assets policy – The Houghton Tea Rooms will be contacted about use of the area around Potto Brown statue. **DK**
- Play Area – the work needed here will be addressed. **Asst Clerk, Clerk, RS**

### 6. DISTRICT & COUNTY COUNCILLORS REPORTS

D Cllr Keane reported:

- Information on the new charge for green bins can be found at [Garden Waste Subscription Service - Huntingdonshire.gov.uk](https://www.huntingdonshire.gov.uk). The charge is reduced to £50 for subscriptions until 31 Jan 2024. Residents can share bins with their neighbours; one household will take responsibility for the bin. Extra bins are also available at reduced cost.
- The Refuse Collection dates over Christmas and New Year are altered and residents have been informed via bin-hangers. Details are also available on the HDC website – [www.huntingdonshire.gov.uk](https://www.huntingdonshire.gov.uk)

### 7. CLERK & RESPONSIBLE FINANCIAL OFFICERS REPORT

**7.1.** To authorise payments due and paid and note financial reports and bank balances

**RESOLVED:** Payments now due are authorised:

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

The budget report and bank balances were noted.

**7.2.** Budget and Precept request 2024/25

This will be finally agreed in January 2024

**7.3.** Sports Club invoices

Some payments are still outstanding and will be chased. **CLERK**

**7.4.** Grant Application from St Mary's PCC

**RESOLVED:** A grant of up to £750 will be made available to the St Mary's PCC for the purchase of a large digital screen and stand, if required.

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

**8. REPORTS & RECOMMENDATIONS**

**8.1.** Bus stop at Hartford Marina – meeting with Stagecoach representative

Following contact from a user of this bus stop, Cllrs, Baxendale and Keane and the Clerk met with a representative of Stagecoach on site. He agreed that the current position of the stop and the waiting area for users was unsuitable. As an experienced bus driver he suggested a stop could be created opposite the stop on the North side of the A1123. The Parish Council is aware that improving the safety at this stop would benefit in excess of 100 residents as well as visitors accessing services at the Marina and nearby garden centre. It is also pertinent to the Parish Council environmental policy and enables quiet tourism. Further enquiries will be made with Highways and local businesses. **CLERK & RB**

**8.2.** Local Highways Initiative project application 2024-25

An application will be made for funding to install a pedestrian path on the north side of the A1123 from the bus stop to Houghton Cemetery. **RG**

**8.3.** Parking in the village – update

The Parish Council has discussed some parking issues with the National Trust (NT) as many visitors to their site park in the village rather than their car park. The NT have been promoting walking, cycling, buses and a scheme with a boat company in St Ives. It was noted that the grassed area next to the NT car park is protected as it is ridge and furrow and forms the landscape setting to a Grade2\* listed building.

The Parish Council has also spoken to Highways and consulted the police on the use of double yellow lines along St Ives Road to ease residents' access to properties and provide a 'passing place' and ease congestion. This would need a Traffic Regulation order and may take some time to achieve.

Public comment was heard about parking at The Green and in Thicket Road, which can restrict access at times. It was noted that this was a perennial problem, but is increasing. It is hoped that when HDC have enforcement powers they can be asked to enforce parking here.

**8.4.** Report on Fire Service Inspection at Pavilion

A visit from the Fire Service to audit the fire safety at the Pavilion resulted in helpful and practical advice to ensure legal compliance. The work will be carried out as soon as possible. **ASST & CLERK**

**8.5.** Parish Council Public consultation meetings

Three public meetings will be held to receive residents' views on 20mph zone throughout the village, refurbishments at the Clock Tower and the naming of the Parish Council. These are:

Timebank coffee morning, St Mary's Centre, Wednesday 13th December, anytime from 10am -12.30pm, The Pavilion Thursday 14th December, anytime from 5pm -7pm, St Mary's Centre, Saturday 16th December, anytime from 10am -12.30pm.

There are also response slips for the 20mph consultation and boxes in Our Shop and the Parish Council office which will remain in place until Christmas.

## **9. PLANNING MATTERS**

**9.1. Erection of a rear infill extension.** 6 Ward Close Houghton Huntingdon PE28 2DJ  
Ref. No: 23/02002/HHFUL

**RESOLVED:** Houghton & Wyton Parish Council recommend that this application be APPROVED. There is no impact on the street scene.

Proposed: Cllr Gilmour, seconded: Cllr Guinea All in favour

**9.2. Erection of single storey rear extension following demolition of existing detached garage and existing rear single storey garden room** White Gables Chapel Lane  
Houghton Huntingdon PE28 2AY Ref. No: 23/02156/HHFUL

**RESOLVED:** Houghton & Wyton Parish Council recommend that this application be APPROVED as, although this building is within a defined Character Area of the Neighbourhood Plan and will give a modern look to the house from the rear, it will have no impact on the street scene.

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

**9.3. Change of use of an agricultural building into 4 dwellings** Building East Of  
Gumecestre Farm Splash Lane Wyton Ref. No: 23/02279/PMBPA

**RESOLVED:** Houghton & Wyton Parish Council recommend that this application be REFUSED. Previous permitted developments (including 14/01702/PMBPA) refer to Gumecestre Farm Ltd. Taken together with the latest application for conversion of the agricultural building on the opposite side of Splash Lane, this would breach the limitations set by the General Permitted Development (England) Order 2018 both in terms of cumulative floor space as well as numbers of units.

Consequently this proposal requires a full planning application to be submitted and to be subject to scrutiny and consideration under both National Planning guidance and the planning policies of the Huntingdonshire Development Plan 2019.

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

**9.4. Replacement of hedge with new fence, proposed cycle/bin store to front of property and erection of playhouse to rear garden** 7 Hill Estate Houghton  
Huntingdon PE28 2BX Ref. No: 23/02278/HHFUL

**RESOLVED:** Houghton & Wyton Parish Council recommend that this application be REFUSED. As this property is within a defined Character Area of the Neighbourhood Plan and sits prominently at its entrance Policy HWNP17 applies, requiring the retention of natural features. Therefore, although there is no objection to the playhouse at the rear, we cannot support the removal of the hedge, unless it is replaced with an alternative soft landscaping feature, to screen the cycle shed, and not with a fence.

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

**9.5. Enforcement actions**

There are no updates to report, enquiries will be made.

**9.6. Houghton Grange phase 2 update**

Meetings have been held with the leader of HDC in an attempt to open dialogue with the planning officers and Homes England. The Parish Council legal team will be contacted when appropriate.

Suggestions for S106 funding to stem from this potential development are being discussed for submission to HDC.

**9.7. Other Planning Matters**

The Parish Council response to the draft St Ives Neighbourhood Plan has been submitted.

## 10. PROJECTS

### 10.1. Clock Tower phase 2

The suggested plans for improvements around the Clock Tower will be available for the up coming public consultation and all comments are welcome.

### 10.2. 20mph speed limit initiative

Following an application for a 20mph speed limit through the main villages of Houghton & Wyton, made by a resident, CCC have agreed this scheme. They have produced a map to show the area covered and signs to be installed. The Parish Council would like to consult residents further on this as part of a series of consultations to be held. A simple poll on this subject will be devised. Further information can be obtained from the Parish Clerk or is available on the Parish Council website.

### 10.3. Playing Field storage shed

The shed is in place and shelves have been installed. Suitable items from the Parish Office will be transferred here.

### 10.4. A1123 speed limit change - update

The speed indicator sign on the A1123 is a basic model supplied from HDC. The batteries are currently being changed at least every two weeks, HDC confirmed this is in line with what could be expected, however, ways to simplify the maintenance will be looked at. The Parish Council expressed its thanks to Steve Munro, Andrew Taylor and Cllr Keane for putting up and maintaining the sign. A solar powered sign for further west on the A1123 will be looked at. It is felt that the change in speed limit and the sign have made difference to the traffic speed. People living on the A1123 have expressed their gratitude.

## 11. CORRESPONDENCE

A list of correspondence received had been circulated to councillors. GOVT had sent details of a grant available for biodiversity improvements and offered to help with practical work. Areas and ideas will be considered. **CLERK**  
A resident had pointed out that there were some condition issues with the Phone box library at The Green. They were asked to list the specific problems so that they could be addressed as soon as possible. Thanks were expressed to the volunteers that maintain the library.

## 12. ITEMS FOR FUTURE MEETINGS, DELEGATED ACTION OR FOR INFORMATION ONLY

There were no other items.

## 13. DATE OF NEXT MEETING

The next Parish Council meeting will be **Wednesday 10 January 2024 at 7pm, the venue will be confirmed.**

## 14. MOTION TO EXCLUDE PUBLIC AND PRESS

**RESOLVED:** The meeting will be closed to the public and press for item 15 in accordance with The Public Bodies (Admissions to Meetings) Act 1960 as confidential information may be discussed.

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

## 15. PLAYING FIELD LEASE

The Parish Council received an update on the progress with the negotiations on a new lease for the western part of the Playing Field.

Signature ..... Date.....