

HOUGHTON AND WYTON PARISH COUNCIL

Minutes of the **Parish Council Meeting** held on Wednesday 8 March 2023, 7:00pm.

Present: Cllr P Boothman - Chair
Cllr B Gilmour
Cllr Z Hunter
Cllr N Elborn
Cllr R Guinea
Cllr D Keane

There were also two members of the public present.

<p>1. APOLOGIES FOR ABSENCE There were apologies for absence from Cllrs Baxendale, Goodger and Skinner.</p>
<p>2. DECLARATIONS Cllr Elborn declared a non-pecuniary interest in item 9.1 as a neighbour. Cllr Boothman declared a non-pecuniary interest in 9.2 as a neighbour.</p>
<p>3. PUBLIC COMMENT A member of the public expressed concern over the number of thefts of catalytic convertors recently. There are several actions that can be taken to reduce the risk of theft of items from cars; this includes parking in a well lit area and/or with the rear of the car as close to the house as possible and marking the convertor. Residents can sign up for messages from ecops (www.ecops.org.uk) and can set up a Neighbourhood Watch (www.ourwatch.org.uk) in their area. Police are keen to receive information about suspicious behaviour to help them gain information. It was also noted there had been reports of people entering residents back gardens. The Parish Council will ask the police if they can attend a Parish Council meeting. Timebank will be asked to circulate information to their members. (Clerk)</p>
<p>4. MINUTES RESOLVED:, The minutes of the Parish Council Meeting of 1 February 2023 be agreed as a correct record. Proposed: Cllr Hunter; Seconded: Cllr Guinea. All in favour</p>
<p>5. MATTERS ARISING Anglian Water will be invited to meet with the Parish Council and flood group. (Clerk) Welcome Packs for new residents are still in production. (AS) The Land Registry have turned down the Parish Council application to register the Common Land in the Parish. The Clerk will look at the costs of using a solicitor to make an application for Common Land and other areas. (Clerk) No volunteers have come forward to organise an event for the King's coronation later in the year. The Parish Council has allocated £2,000 to help fund an event, grants may also be available. The possibility of hosting an open meeting to encourage volunteers to come forward was discussed. (Clerk) A meeting will be organised with Cllrs Elborn, Goodger, Boothman and the Clerk to progress the extension of the cemetery. (Clerk)</p>
<p>6. DISTRICT AND COUNTY COUNCILLORS REPORT. Huntingdonshire District Council have adopted a Climate Strategy and approved the budget for 2023-24. This will see a 3.31% increase in the HDC portion of the Council Tax. HDC is considering implementing charges for green bins due to future changes in legislation for dealing with food waste. Funding is available for alternative energy sources for properties on non-domestic supply agreements. It was noted that there are piles of cut vegetation alongside some roads in the area. It is thought this could be from County Council hedge cutting. D Cllr Keane agreed to ask C Cllr Dew. (DK)</p>

7. CLERK AND RESPONSIBLE FINANCIAL OFFICERS REPORT

7.1. To authorise payments due

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

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

The budget report to date was noted.

7.2. Investment/Savings Accounts for reserves update

Applications are in progress. It was agreed that Cllrs Boothman, Elborn and Gilmour will be signatories on the investment accounts. The Clerk will collate all information needed and complete the application process. **(Clerk)**

Cllr Elborn will look at opening a current account with the Co-op bank. **(NE)**

7.3. Tree work – update

Essential work to Parish Council owned trees is scheduled to start on 20th March.

7.4. MAGPAS grant application

RESOLVED: a grant of £200 be made to MAGPAS Air Ambulance. **(Clerk)**

Proposed: Cllr Gilmour, seconded: Cllr Elborn.

It was also noted that a resident has also raised funds for MAGPAS by collecting printer cartridges via Our Shop.

7.5. Correction to statement in Dec 2022 Minutes.

In relation to the Houghton & Wyton Community fund, the December meeting minutes incorrectly stated “the Community Shop has informed the Fund that it can no longer provide them with funding”.

RESOLVED: Item 7.5 of the December minutes of the Parish Council should read: “Given the current circumstances and outlook, the shop would not be in a position to donate to the fund in the near future, or give any indication of the timing or amount of any future donations.

The Parish Council have assured the Fund of their full support and in response to this uncertainty made a generous offer to match fund individuals donations to the Fund through to the end of March 2023 up to the matched value of £5,000.

RESOLVED: The Parish Council will match fund donations to the Community Fund up to a maximum of £5,000 during 2022-23. The fund will be asked to confirm they claim Gift Aid on all eligible donations.”

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

8. REPORTS AND RECOMMENDATIONS

8.1. Playing Field

8.1.1. Field maintenance

RESOLVED: Complete Weed Control be appointed to carry out maintenance work on the Playing Field to improve the surface for the sports clubs. This work must be carried out between the end of March and beginning of April to avoid the football and cricket seasons. **(Clerk)**

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

John Wells, Chair of the Cricket Club was thanked for his help in this and for putting up a picture rail in the Pavilion.

8.1.2. Field Lease

A meeting has been held with the landowners of the eastern part of the Playing Field. Progress is being made to either obtain the freehold or a 125-year lease on this piece of land to ensure the security of the Playing Field for the parish.

9. PLANNING MATTERS

9.1. Proposed Extension (single storey) to dwelling The Schae Church Walk Wyton Huntingdon PE28 2AH Ref. No: 23/00148/HHFUL

Proposed Extension (single storey) to dwelling The Schae Church Walk Wyton
Huntingdon PE28 2AH Ref. No: 23/00149/LBC

RESOLVED: Houghton & Wyton Parish Council recommend Approval of this application as it will maintain and improve the current structure.

While there will be very little visual impact from the public right of way alongside the building, it is felt that the use of dark wood cladding may be incongruous with the current white rendering of the Grade II listed building and other buildings in the surrounding area, and refer this to the HDC officers.

We note that the Ash tree in the neighbouring garden is subject to a TPO and is within falling distance of the extension.

We note the current enforcement investigation on the site.

We note the comments from a neighbour on the application and the conditions requested during construction. Due to the narrow access along a public footpath to this site we request that full consideration and warning is given to all affected residents during the delivery and construction phases. **(Clerk)**

Proposed: Cllr Keane; Seconded: Cllr Hunter. All in favour.

9.2. Removal of existing outbuilding to be replaced with single storey rear

extension Ouse Villa Thicket Road Houghton Huntingdon PE28 2BQ Ref. No:
23/00224/HHFUL

RESOLVED: Houghton & Wyton Parish Council recommend Approval of this application. This extension will have minimal visibility from the road.

The roofing materials and wood cladding are in keeping with the current building.

(Clerk)

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

9.3. Houghton Grange

A housing association has not yet been appointed for the social housing element of the development. HDC are following up on this. The Parish Council expressed concern and disappointment about this and that it has not been approached by the developers. The Parish Council is producing Welcome Packs for new residents, which it hopes will be distributed by the developers.

9.4. Community Land Trust and Housing Needs Survey

Cambs ACRE have been asked to produce a Housing Needs Survey, but have not made any progress yet. They have questioned why the Parish Council has not set up the CLT. ACRE will be asked to progress a housing needs survey as this needed to help the updating of the Neighbourhood Plan. **(PB/RB)**

It was agreed that the membership of the National CLT Network would not be renewed at this point.

9.5. Enforcement Actions

8 Hill Estate – The wooden structure to the side of the dwelling is classed as a ‘caravan’ under section 192 of the Town and Country Planning Act 1990 and is therefore Permitted Development as long as it remains ancillary to the main dwelling and is not used as a separate residence.

Mooring south of The How – An acceptable application has not been made for this development on the river bank south of The Thicket footpath. HDC are now preparing to take formal action and will look at the removal of trees from the area.

Updates have been requested from the Enforcement Team on other potential breaches. **(Clerk)**

9.6. Other Planning Matters

There is an application with Cambs County Council to change the status of the Thicket

footpath to a bridleway on the Definitive Map. This has been outsourced to Sue Rumfitt Associates to deal with on behalf of the County Council. The Parish Council has been asked to submit any evidence or further comments. The Parish Council is minded to challenge the validity of registering this path as a bridleway. It would like to see other options considered to allow safe use of the path by pedestrians, riders and cyclists. There is concern about the safety of all users, but especially vulnerable pedestrians, if bridleway status is awarded as the path can be narrow in places and also has vehicle access to properties in Houghton.

Several applications for work to trees in the parish have been received by HDC. The Parish Tree Wardens have looked at these and are happy the work is necessary and not detrimental.

There is a Non-motorised User study being conducted by Cambs County Council which also suggests the Thicket footpath should be classed as a cycle route. The Parish Council will submit a response to this also.

10. PROJECTS

10.1. Playing Field Compound Extension and storage sheds

The extension to the compound is in progress. Storage options will be considered. **(RG, PB, Clerk)**

10.2. LHI – Mill Street improvements

It was agreed to advise CCC to proceed with the agreed scheme. Any additional cost to the Parish Council is within the powers of the Parish Clerk as in the Financial Regulations. **(Clerk)**

10.3. LHI – A1123 speed limit within the parish and St Ives

Cllrs Keane and Skinner met with St Ives Town Councillors and CCC highways officers to discuss the LHI application from St Ives Town Council to extend the 30mph zone west from Hill Rise on the A1123. They were advised to accept scope of the current project and discuss the potential extension to include the junction of Sawtry Way at a later date. A resident has asked the Parish Council to consider an application for a 20mph limit through the village. CCC have recently publicised their procedure to attain this; it is not clear if the village would meet the criteria for this. The Parish Council agreed that while it was not making a decision to support this suggestion, it would ask the resident to look at the process and the evidence needed. **(PB)**

10.4. Clock Tower

The thatching has been delayed due to the wrong licence being issued to the scaffolders by CCC. The work should now start on Sat 11 March until Fri 30 March, weather permitting.

10.5. Drop-in consultation and projects – next actions.

The Councillors will meet on 22 March to discuss the results of the consultations. A venue will be advised nearer the date. **(Clerk)**

11. CORRESPONDENCE

- Feast Week have contacted the Parish Council to ask them to help with resolving issues about use of the Pavilion during Feast Week. A similar issue was discussed at the November 2022 Parish Council meeting. Following that meeting Feast Week and other users were asked to work together to resolve any problems, as laid down in the Pavilion Booking Conditions for Sports Clubs. The Parish Council also expects all users to respect other users, staff and volunteers.

The Parish Council takes the stance that if two groups both want use of the Pavilion simultaneously, they should work together to allow the facilities to be shared, this may involve compromise from both sides. This process has worked well in the past.

The Parish Clerk will ask the Feast Week Committee for confirmation that they have formed a new fully functioning committee and ask for names of that committee and their potential bookings for 2023 as no valid bookings have yet been received. The Parish Council is responsible for all bookings of the Pavilion and Sports Field.

- There have been complaints from a resident about the noise from a mobile food trader in the layby on the A1123 at Houghton. The Clerk delivered a letter to the trader to let them know about the complaints and remind them that parking is not allowed after 9pm in this layby. The Parish Council has no authority over this land or traders here.
- Cambridgeshire Police are holding a Community Meeting via Teams on 14 March. Councillors and the public have been advised how to register to attend.
- The owners of May Cottage on St Ives Road have complained about Ivy growing from the Playing Field on their brick boundary wall. They informed the Parish Council that they have had a problem with this for several years and their gardener has cut this ivy back until now. Tree work is due to be carried out in this area and the Council would like to tidy up the entire area; the issue will be dealt with as soon as possible.
- A local horse rider queried the status of paths off Thicket Road. These paths are permissive paths on private land and have no official status. It is still hoped that the landowner will gift these paths to the Parish Council when they will then be registered as Rights of Way.
- The company organising the Huntingdon Riverside Gala on 10 June 2023 have asked the Parish Council for funding towards this event. As the request comes from a commercial business the Parish Council would not be able to provide funding in this manner. The Parish Council did not want to pursue the request further.
- The company that provide broadband and telephone services to the Parish Council would like them to upgrade to VOIP and a new broadband system. It was agreed that the proposal would be looked at further. **(Clerk)**

12. ANY OTHER BUSINESS

Cllr Hunter will look at updating the Parish Council website.**(ZH)**

The Floodmobile will be at Houghton Mill on Sat 13 May 10am-4pm. All residents will be welcome to visit. This has been arranged by the Houghton & Wyton Flood Group.

13. DATE OF NEXT MEETING

The next scheduled meeting of the Parish Council is **Wednesday 5 April 2023**, 7pm in the St Mary's Centre.

Signed:..... Date: