

HOUGHTON AND WYTON PARISH COUNCIL

Minutes of the **Parish Council Meeting** held on Wednesday 7 February 2024, 7:00pm.

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

There were five members of the public.

1. APOLOGIES FOR ABSENCE

There were apologies for absence from Cllr D Keane.

2. DECLARATIONS OF INTEREST

Cllr Boothman declared an interest in item 9.3 as a near neighbour of The Miller's House.

3. PUBLIC COMMENT

The Parish Council expressed its sympathies to the family of Graham Adams who recently passed away. Graham had served as a Parish Councillor and had also been an internal auditor and tree warden for the Parish Council.

A representative of Our Shop committee asked if consideration could be given to protection of pedestrians accessing the shop as part of the work proposed at The Green and around the Clock Tower.

A resident commented on the recently erected 'Dogs on Leads' signs that have been put up on Mill Street.

4. MINUTES

RESOLVED: The minutes of 10 January 2024 were approved as a correct record.

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

5. MATTERS ARISING

- LHI Application 2024/25 – An application has been made to construct a path between the village and the cemetery on the A1123.
- 20mph speed limit in the village – Following village consultation and a meeting with the CCC officer, Highways will carry out a statutory consultation. Some of the signage on the plans can be removed, but most must remain.
- Fire safety at the Pavilion – Emergency lighting has been repaired and a smoke detector fitted in the corridor. A quote for a further light by the exit door is awaited. PAT testing of items in the Pavilion and Parish Office will also be carried out.
- Playing Field lease – the Parish Council is waiting for the final agreement to the lease by all landowners.
- Timebank co-ordinator maternity leave cover – interviews will be held in the following week.
- Sign for parking at Houghton Mill – a sign for this will be sourced.

6. DISTRICT & COUNTY COUNCILLORS REPORTS

C Cllr Dew and D Cllr Keane both sent apologies as they had District/County meetings to attend.

However, a report was submitted by D Cllr Keane:

On 31 March 2024 the existing free garden bin service will come to an end and be replaced with a new fortnightly garden waste subscription service.

The early bird subscription has ended and cost per year is £57.50 for one garden waste bin and £30 per additional bin (up to a maximum of 3 additional bins). You can pay by credit/debit card or by Direct Debit. You can also share bins with neighbours to reduce the cost. [Garden Waste Subscription Service - Huntingdonshire.gov.uk](https://www.huntingdonshire.gov.uk/garden-waste-subscription-service)

British citizens outside the UK can now vote in UK Parliament elections, even if they've lived outside the UK for more than 15 years. They will need to have previously lived or been registered to vote in the UK at some point in their life. [Register to Vote - Huntingdonshire.gov.uk](https://www.huntingdonshire.gov.uk/register-to-vote)

Because the council can no longer take certain food waste they are promoting ideas to reduce food waste - <https://www.recap.co.uk/pledge-to-fight-food-waste>

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 Rodgers. All in favour

The budget report and bank balances were noted.

7.2. Grant application from St Mary's PCC for maintenance of Wyton Cemetery

RESOLVED: A grant of £317.50 is approved for maintenance of the Wyton cemetery during 2024.

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

7.3. To discuss and make a decision on adopting 'gov.uk' email addresses and website

There is currently government support and grant funding available to Parish Councils wishing to transfer to a '.gov.uk' domain. It was felt that this would align the Parish Council with other local government and provide more secure data storage. The needs of the Parish Council are to be decided and a registrar from the approved list will be selected.

RESOLVED: The Parish Council agree to progress adoption of 'gov.uk' domain name.

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

ACTION: Ass.t.Clerk and Clerk.

8. REPORTS & RECOMMENDATIONS

8.1. Play Area repairs

Both sets of swings and the junior climbing frame have been closed. Quotes are being obtained to replace the swings and repair the climbing frame. Grant funding is being looked at, with a pre-application being made to the Mick George Community Fund. If funding cycles have a long lead time the Parish Council will consider funding the initial costs.

RESOLVED: Play bark will be ordered to make the area safe.

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

ACTION: Asst Clerk

8.2. Changing the Parish Council name

Following feedback from a public consultation, there will be no progress with this at the moment. If a '.gov.uk' domain is adopted, this may be an appropriate time to look again at a name change.

8.3. Bus stop at Hartford Marina

A Private Funded Highway Initiative application has been submitted to CCC Highways who will look at the suggestions and produce a costing.

8.4. Parking in the village – update

A Traffic Regulation Order application has been submitted for double yellow lines along a stretch of St Ives Road to reduce congestion.

8.5. Drainage and flooding issues

Thanks were expressed to Nigel Swaby and the Flood Group for providing a walk and training to Parish Councillors, who are now registered as Flood Wardens. Recent flooding has raised concerns that there is no working pump at the pumping station on Back Brook at the end of Thicket Road. The costs and feasibility of purchasing one will be looked at.

A meeting with Anglian Water will be sought again. **ACTION: Clerk**

9. PLANNING MATTERS

9.1. Single storey rear extension, replacement front porch, photovoltaic panels, entrance gates, external re-rendering, and new fascias, soffits and windows. The Larches The Lanes Houghton Huntingdon PE28 2BW Ref. No: 24/00023/HHFUL

RESOLVED: Houghton & Wyton Parish Council recommend that this application be APPROVED for the following reasons:

Given the size of the plot and the design the rear extension is appropriate in scale and massing.

The porch design does not contravene any policy and will enhance the street scene. We support the installation of the air source heat pump to make use of renewable energy sources. However, we suggest the model is chosen to ensure as little external noise as possible.

We support the installation of the gates to screen the heat pump and provide safe storage areas.

We recognise neighbour's comments that the Grade II listed building next door should not be endangered in any way by the proposed work, especially the siting of the gate posts, and that access should be available for maintenance.

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

9.2. Houghton Grange phase 2 update

Parish Councillors will meet with representatives of Homes England and AECOM, with planning officers at HDC, to discuss the current planning application and present alternative plans from the Parish Council.

Councillors and the Clerk will meet planning officers to discuss Section 106 agreements for phases 1 and 2 of Houghton Grange development.

9.3. Other Planning Matters

9.3.1. Proposed removal of existing cement mortar and repointing of brickwork to all elevations using a lime mortar mix The Millers House Thicket Road Houghton Huntingdon PE28 2BQ Ref. No: 24/00149/LBC

RESOLVED: Houghton & Wyton Parish Council recommend that this application be APPROVED as this work is appropriate to the design and necessary for the maintenance of the building.

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

9.3.2. Non-Motorised Users Study

This meeting was attended by the chair and clerk. The provision of a shared use path between Wyton village and Dobbies Garden Centre to join up the route from St Ives to Huntingdon was mentioned. This is seen as a high priority and it is hoped that this will be on the south of the A1123. The use of the Thicket was not heavily mentioned. It was noted that a publication by CamCycle was promoting the use of the Thicket footpath as a shared use path, efforts will be made to have this corrected.

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

This Application has been refused permission by HDC.

10. PROJECTS

10.1. Clock Tower phase 2

A revised drawing is being produced and a pre-application will be submitted to CCC Highways for discussion before a full application to HDC.

10.2. 20mph speed limit initiative

This is in progress

10.3. Defibrillators in the village

A planning application his in progress for a defibrillator on the outside of the Three Jolly Butchers. The machine at the Pavilion will be installed on an external wall. **ACTION: BG & Asst Clerk**

11. CORRESPONDENCE

It has been confirmed that there will not be a Bowls tournament during Feast Week. The Parish Council will arrange to meet with the current Feast Week committee.

The Environment Agency have looked at excavation work along Meadow Lane and believe it is routine maintenance at the Back Brook by a landowner.

Cambridge Carbon Footprint have made contact to offering to support organisations to engage in activities to reduce impact on the environment, promote sustainability and reduce consumption and waste. The Timebank and other clubs will be given details.

Christmas Lights are considering changing their legal status to facilitate financial management. The Parish Council has offered to support them in any way they can.

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

It was noted that the Combined Authority has funded the continuation of several bus routes in the county. It was suggested we ask them for further help to improve the bus service to this parish. **ACTION: Clerk**

Cllr Rodgers has taken on the project to prepare the cemetery extension. This will be discussed at the April meeting, but a contractor will be asked to install at least part of the fencing as already agreed.

13. DATE OF NEXT MEETING

The next Parish Council meeting will be **Wednesday 6 March 2024 at 7pm.**

Signature Date.....