

HOUGHTON AND WYTON PARISH COUNCIL

Minutes of the **Parish Council Meeting** held on Wednesday 5 February 2025, 7:00pm.

Present: Cllr P Boothman (Chair) Cllr R Baxendale
 Cllr R Guinea Cllr D Keane
 Cllr A Skinner Cllr R Southworth

There were four members of the public.

1. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Gilmour and Rodgers.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. PUBLIC COMMENT

A resident expressed concern about the suggested pathway across fields behind Houghton Cemetery, proposed in the recent A141 consultation.

The Chair of Hemingford Abbots Parish Council attended to update the Parish Council on work, planning applications and appeals related to Hemingford Park.

A resident of Houghton Grange asked if a traffic speed enforcement camera could be installed on the A1123 near the original Grange entrance. The Parish Council agreed to look at the speed data from the MVAS already installed and speak to St Ives Town Council as this is so near the boundary. The resident agreed to contact the police to ask about enforcement actions if a camera was installed, ask other residents in the area if they felt there was a problem with speed in this area and consider organising a speed survey.

4. MINUTES

RESOLVED: The minutes of 8 January 2025 were approved as a correct record.

Proposed: Cllr Southworth; Seconded: Cllr Guinea. For: 5, Abstentions: 1

5. MATTERS ARISING

- A Teams meeting with Anglian Water will be held at 10am on 12 February.
- A Local Highway Improvement application has been submitted to move the bus stop at Hartford Marina to a safer location.
- St Mary's PCC have submitted an Expression of Interest for a Net Zero grant form HDC. This is in conjunction with the Parish Council to improve the St Mary's Centre.
- Cllr Keane agreed to contact the CEO of HDC to arrange a visit to a Parish Council meeting.
- The applications for Assets of Community Value that were submitted in May 2024 are now being dealt with following recruitment in HDC.
- Cllr Boothman will contact the landowner who agreed to transfer land to the Parish Council for rights of way. This land now forms the footpath between the start of Love Lane opposite The Elms and follows the old railway embankment to Meadow Lane.
- Cllr Boothman will contact the Combined Authority about queries relating to the recent A141 improvement consultation.
- There are now two solar powered speed indicator signs on the A1123 through the Parish. Thanks are expressed to Mr Munro for his help with maintenance and erection of these.
- There is still a vacancy for a Councillor on the Parish Council. Active recruitment will be started. Any residents who are interested can contact the Parish Clerk for more information.

6. DISTRICT & COUNTY COUNCILLORS REPORTS

Garden Waste Renewal or Sign Up

The 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 sign up for the service anytime, but the annual subscription runs from 1 April to 31 March. Even if you join mid-year, you'll be charged for the full year. Renewal is required before the next April to maintain service. Check out the link as different process for new joiners compared to renewal.

<https://www.huntingdonshire.gov.uk/bins-waste/garden-waste-subscription-service/>

Mooncup

HDC is offering reusable menstrual cups, the council aims to tackle this environmental challenge by enabling residents to adopt more sustainable habits.

<https://www.huntingdonshire.gov.uk/bins-waste/reduce-your-waste/discounted-reusable-period-products-initiative/>

Active for Health

A 12-week activity programme for adults (18 and over) to help you become active and move more. You can sign up for the Active for Health programme if you have a BMI of 25 or over, or 23.5 if you are from the BME community.

Active for Health Xtra is a new 12-week activity programme for adults (50 years and over) who have at least two of the additional risk factors of Cardiovascular Disease; diabetes, are a smoker, high blood pressure, have an unhealthy diet, have high cholesterol, family history of heart disease, are from a Black, Asian or minority background, are inactive, drink alcohol to excess, are overweight or obese.

<https://www.huntingdonshire.gov.uk/leisure/active-for-health/>

Civil Parking Enforcement in Huntingdonshire

Below is an update on the CPE situation from the portfolio holder.

'Work is progressing to implement Civil Parking Enforcement in Huntingdonshire which will see on-street enforcement for a number of parking offences transition from the Police to District Council in 2025.

To enable this to take place, on-street sign and line corrective works will be taking place over the coming months.'

If you have any questions regarding this information, please contact

ParkingService@huntingdonshire.gov.uk

7. PLANNING MATTERS

7.1. Proposed vehicular access for residential dwelling 4 Pine Hill Park Sawtry Way Wyton Huntingdon PE28 2DZ Ref. No: 25/00059/HHFUL

RESOLVED: Houghton & Wyton Parish Council recognise the knowledge of HDC officers on road safety, but would like to make the following comments:

We note this dwelling has been separated from the ownership of Pine Hill Park and is applying for a separate access.

Houghton & Wyton Neighbourhood Plan policy 15 limits the number of new entrances on major routes. The B1090 is a bus route and a busy road with access to Wyton on the Hill, RAF Wyton and several businesses and dwellings on both sides of the road. There is also a well-used footpath opposite the main entrance to Pine Hill Park. It also a link between the A141 for traffic to and from St Ives, and an alternative route when the A1123 is busy or blocked.

HWNP Policy 5 aims to protect verges, particularly when they are characteristic and distinctive of an area. The loss of a verge would also lead to a loss of biodiversity and potential removal of two mature trees.

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

7.2. Demolition of existing porch and modern rear extension. Erection of 1.5-storey rear extension. Alterations to fenestration. Internal alterations to utility room to form ground floor shower room. Alterations to first floor to form en-suite bathrooms. Holme Cottage Huntingdon Road Wyton Huntingdon PE28 2AD Ref. No: 25/00132/HHFUL & 25/00133/LBC, and,

7.3. Render repairs and replacement, alterations to window openings and replacement joinery, timber frame repairs and installation of insulation. Holme Cottage

Huntingdon Road Wyton Huntingdon PE28 2AD Ref. No: 25/00164/LBC

RESOLVED: Houghton & Wyton Parish Council recommend that these applications be **APPROVED** for the following reasons:

This is an important and very visible building in the street scene, that is currently in a bad state of repair.

We believe the work and materials to be used are appropriate and acceptable.

The work to the rear of the property is to replace a recent extension and will be mainly out of sight.

We feel that the work will make the property suitable for modern living while respecting the heritage of the property and area.

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

7.4. Houghton Grange phase 1 & 2

The Parish Council has not been notified of any updates to the previous application. It was agreed to would be worth contacting Homes England in an attempt to reach an acceptable agreement on the development in this area.

NOTE: Since the meeting an amended application has now been received and will be reviewed in consultation with planning experts.

7.5. Neighbourhood Plan review

RESOLVED: an amount of £4,500 be allocated to fund the initial survey costs and for a Housing Needs Survey. This amount will be carried over to 2025-26 if needed. A grant will be applied for in 2025-26.

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

7.6. Other Planning Matters

The revised National Planning Policy Framework increases the housing targets, based on current levels. Over the last 3 years the rate of housebuilding has exceeded that planned. Unfortunately, publication of the new National Planning Policy Framework last December introduced a new formula which takes the historic rate of building, and sets it as a new base line from which new higher housing targets are then applied. The current planned land supply in the area is now insufficient to meet this new target and the District has been put into a 'tilted balance' situation where the likelihood of development being approved is made easier. HDC are in the process of updating the Local Plan and the Parish Council are refreshing the Neighbourhood Plan.

There are no updates on the enforcement action at Whympers or the installed electrical box at the National Trust campsite.

8. REPORTS & RECOMMENDATIONS

8.1. Traffic and highway issues

Active Travel at CCC have put black tape over the sign directing cyclist along the Thicket footpath near Barnes Walk. However other signs in the area also direct cyclists towards The Thicket footpath. They will be contacted to change these signs. **Clerk**

The parking restrictions that have been approved on St Ives Road are on a list of works with Highways. Cllr Keane will ask for the schemes within the village to be prioritised before the summer tourist season.

The approved 20 mph scheme is in the pipeline.

8.2. Playing Field and Sports Clubs

8.2.1. Sports Clubs Agreements

Changes have been made to the current agreements and these will be sent to the clubs for their comments.

Going forward, The agreements set out the charges clubs will be asked to pay in return for the parish making available facilities for each club to use through the season/year.

At the request of the clubs, and in order to make future planning and budgeting easier for everyone, these charges will no longer try to recover historic costs, but simply rise with inflation each year.

If the clubs do not agree with the charges they will be asked to provide an alternative solution that is affordable to the clubs and enables the Parish Council to recover a reasonable proportion of the costs of running the playing field and pavilion.

RESOLVED: The changes to the agreements as proposed are agreed. The charges to the individual clubs will be as agreed with the clubs in previous negotiations.

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

8.2.2. Fence repairs, and bench at Loxley Green

RESOLVED: The following repairs be approved:

Pavilion fence: Replace missing pales and fit extra rail. Adjust gates. £195+vat

Car Park: Replace missing rails. Fit new gate latch. £83+vat

Loxley Green bench: Replace wooden slats. £365+vat

Play Area fence: replace chain link fencing by Bowls Green. £155+vat

Play Area: Repair to play equipment. £72+vat

HDC will be asked to repair the fence at Loxley Green

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

8.2.3. Refurbishment of plaque on Playing Field

RESOLVED: Up to £350 be allocated to cover costs to refurbish the plaque in memory of Jessie Anderson.

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

8.2.4. Use of Playing Field Car Park

Recent wet weather has led to areas of the Playing Field being very wet. Users, including paying hirers, have been using the car park area for exercise classes. The Clerk will ask the insurers for advice on cover for this. **CLERK**

Alternative areas and solutions will be looked at

8.2.5. Football Goals

The Parish Council have applied for a grant to provide wheeled football goals for use by the football club. More funding will need to be found.

The goal mouths on the pitch are in need to repair due to lack of regular maintenance and extra use by casual users. For the remainder of the season the club will dress the area with sand.

8.2.6. Use of playing field by Scout Hut users

The Scout Hut Committee has started a weekday hire of the building to an education provider. The agreement between the Scouts and Parish Council requires that users who want to access the Playing Field should contact the Parish Council and complete a hire agreement. This will be arranged with the Committee as soon as possible.

8.3. Royal British Legion request to move the War Memorial

The following suggestions are from a member of the public, not the Royal British Legion. Improving parking at Houghton Cemetery – the Parish Council does not own any land outside of the cemetery to provide parking. This could be considered within the Neighbourhood Plan refresh.

Parish Council organising the Remembrance Day Parade – a parade from Houghton Church to Houghton Cemetery would need road closures and associated administration, cost, insurance and trained marshals. This does not have to be arranged by the Parish Council. There are large, well organised events in Huntingdon and St Ives. Relocation of the War Memorial – it is recognised that it would be costly to remove and relocate the War Memorial from Houghton Cemetery to a site within the village. If a parade were held from the church to the new site, this would also have the same issues. The resident agreed to look at the costs and implications of moving the war memorial.

8.4. Flooding: Change.org petition to Environment Agency.

This petition to the EA to increase its spend on flood and river management in the area will be on the Community Flood Group website.

9. PROJECTS

9.1. Clock Tower phase 2

An application for an Experimental Traffic Order has been submitted to CCC.

9.2. Pavilion roof repairs, flooring and changing rooms

All the improvements have been completed. There are some reported issues with the storage in the changing rooms which will be checked and rectified.

9.3. Cemetery Extension

The contractor met with the Clerk and Chair to agree the following actions:

Clear scrub and chip to use as a mulch pathway.

Hire a small rotovator to test its efficacy along the proposed hedge line

Hire a skip and remove waste from site as appropriate.

Move the existing bench to allow the path to continue between areas.

Volunteers will start the hedge planting on 22 February.

10. CLERK, ASSISTANT CLERK & RESONSIBLE FINANCIAL OFFICER'S REPORT

10.1. To authorise payments due and note financial reports and bank balances

RESOLVED: All payments presented be approved.

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

| Payee | Description | Amount (*inc vat) |
|---------------------|-------------------------------------|-------------------|
| P C Doctor | IT advice | £50.00 |
| Hostworld | Domain name registration | £24.00* |
| Geosphere | Parish Online subscription | £182.40* |
| AMW fencing | Fencing by play area | £202.00* |
| J&S Gardening | Parish maintenance | £63.50 |
| Hazell Flooring | Flooring in Pavilion | £2,769.60* |
| AMW Fencing | Pavilion refurbishment | £1,876.40* |
| St Ives Quick Print | Neighbourhood Plan refresh printing | £310.00 |

Bank balances and budget update were noted.

10.2. Grant Applications

RESOLVED: A grant of £390 be made to St Mary's church to maintain Wyton cemetery.

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

10.3. Parish Council Bank accounts, to update mandates

RESOLVED: All Parish Council bank accounts (Santander, Barclays, Redwood, Cambridge and Counties) will be updated to ensure the authorised users are the Parish Clerk (Lois Dale), and Councillors Paul Boothman, Ruth Southworth and Brian Gilmour.

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

Cllr Southworth will organise identification for all councillors as required by banks.

10.4. Parish Council emails

The transfer to gov.uk emails for all relevant staff and councillors will be on 10 March.

10.5. Parish Council Policies, Guidelines and Procedures

Financial Policies will be reviewed and agreed at the Parish Council meeting in March.

11. CORRESPONDENCE

The MP, Ben Obese-Jecty, has invited a representative of each Parish Council to a roundtable meeting at the Houses of Parliament on 31 March. A councillor will attend.

A meeting will be arranged with National Trust staff to discuss various issues. **CLERK**

An update briefing on the HDC Housing and Supply Position will be held remotely on 13 February. All councillors are invited.

The Parish Council agreed to support a campaign to improve the safety of Lithium ion batteries, being led by Lord Foster. The Clerk will confirm support for the proposed Bill.

CLERK

12. DATE OF NEXT PARISH COUNCIL MEETING

The next Parish Council meeting will be **Wednesday 5 March 2025 at 7pm.**

Signature Date.....