

HOUGHTON PARISH COUNCIL
Minutes of the Parish Council Meeting
held on Tuesday 10th January 2023 at 19.00
at the Village Hall, Houghton

Present: Parish Councillors: A Young, (Chairman), L Adams (Vice Chairman), L Middleton, B Battey,
J Coombes, P Chant.
Borough Cllr A Johnston.

Members of the Public: 6

Minutes: Mrs C L Cotterell (Parish Clerk)

The meeting started at 19.00

Item Minute

1. Chairman's Welcome and Public Participation

2. Apologies for Absence

Apologies received from Cllr Dougall.

3. Declarations of Interest

To declare an interest in any items of business on this agenda – **None**

4. Minutes

To confirm the accuracy of the minutes of the meetings held on:

- a) 8th November 2022 – **Resolved** – Proposed Cllr Adams, seconded Cllr Coombes.
- b) 7th December 2022 – **Resolved** – Proposed Cllr Coombes, seconded Cllr Young.
- c) 15th December 2022 – **Resolved** – Proposed Cllr Adams, seconded Cllr Young.
- d) 21st December 2022 – **Resolved** – Proposed Cllr Young, seconded Cllr Adams.

5. Borough and County Councillor Reports

None.

6. Planning – To propose a response to the following Planning Applications

- a) 22/03081/FULLS - Change of use of agricultural barn to mixed use to include art studio for teaching, gallery with sales, function room and commercial kitchen and retention of structural repairs to ground slab, oak frame, brick plinth, timber cladding, insulation, plaster, windows, floor finishes, and alterations to form WC and kitchen and replace roof covering, and construction of car park (retrospective) - Tiebridge Farm, Houghton Road, North Houghton – **Resolved – Support** – Proposed Cllr Coombes, seconded Cllr Young.
- b) 22/03082/LBWS - Regularisation application for retention of structural repairs to ground slab, oak frame, brick plinth, timber cladding, insulation, plaster, windows, floor finishes, and alterations to form WC and kitchen and replace roof covering - Tiebridge Farm, Houghton Road, North Houghton – **Resolved – Support** – Proposed Cllr Coombes, seconded Cllr Young.
- c) 22/03241/TPOS - T5 - T12 Lime Tilia x europaea - Reduce height of trees to 23m, T15 Lime Tilia x europaea - Remove branches within 3m of the top of T16 replacement tree - The Limes, Church Lane, Houghton – **Resolved – Support** – Proposed Cllr Battey, seconded Cllr Young.

7. Updates

To receive any updates, to include an update on the response from the Local Government & Social Care Ombudsman.

- Ombudsman Update - **Noted** - a final decision has been received from the Ombudsman advising that as the complaint came from a Parish Council it is outside the Ombudsman's jurisdiction, can only look into complaints made by members of public.
- CCTV – one camera is being moved from one location to another.
- Fallen tree at Oaklands is to be removed.

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8. Budget and Precept for 2023-24

- a) To review and approve the budget document for 2023-24 – **Resolved** to approve – Proposed Cllr Adams, seconded Cllr Young.
- b) To approve the precept demand for 2023-24 – **Resolved** to approve a precept of £14,000 – Proposed Cllr Adams, seconded Cllr Coombes.

9. Finance

- a) To propose acceptance of the financial statement for the period 1st November – 31st December 2022 - **Resolved** – Proposed Cllr Middleton, seconded Cllr Battey.
- b) To consider a grant application to Houghton Village News – **Resolved** a grant of £500 to Houghton Village News - Proposed Cllr Chant, seconded Cllr Battey.
- c) To approve the following Schedule of Payments – **Resolved** – Proposed Cllr Adams, seconded Cllr Young.

<u>Payee</u>	<u>Amount</u>	<u>Payee</u>	<u>Amount</u>
Payroll/HMRC PAYE	£1043.20	Clerks/Office Expenses (Nov/Dec)	£79.41
CPRE Subscription	£36.00	HALC Training (Clerk)	£12.00
Grant (Houghton News)	£500.00	TVBC Printing (Questionnaire)	£18.75
IONOS Domain name DD	£19.32	SLCC Membership fees 2023	£139.00
CCTV Camera Hosts Honorarium for 2023			£150.00

Bank balance as at 31st December 2022 - £68,651.36

10. CCTV Honorarium Arrangement for 2023

To review and approve the honorarium arrangement for householders for 2023 – £50 per householder hosting a camera with ongoing review of energy costs in March 2023 - **Resolved** - Proposed Cllr Coombes, seconded Cllr Adams.

11. Defibrillator Signage

To consider purchase of a location sign for defibrillator (approx cost £20) – **Resolved** - Proposed Cllr Adams, seconded Cllr Chant.

12. Commemorative Trees/Re-wilding

- a) To approve location of 2 x trees – It was suggested to plant near river/at Sheepbridge, Cllr Battey to liaise with the fishing club regarding permission required.
- b) To consider locations for re-wilding/planting – No further locations agreed.

13. Next Meeting

Full Council Meeting – Tuesday 7th March 2023 at 19.00

Meeting closed at 19.36

These minutes were approved at the meeting held on 7th March 2023