

HOUGHTON PARISH COUNCIL
Minutes of the Parish Council Meeting
held on Tuesday 15th March 2022 at 19.00
at Houghton Village Hall

Present: Parish Councillors: A Young (Chairman), L Adams (Vice Chairman), A Dougall, P Chant, J Coombes.
Borough Cllr A Johnston and County Cllr D Drew.

Members of the Public: 7

Minutes: Mrs C L Cotterell (Parish Clerk)

The meeting started at 19.00

Item Minute

1. **Chairman's Welcome** – Chairman welcomed all to the meeting.

2. **Apologies for Absence** – None.

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) 11th January 2022 – Full Council Meeting – Proposed Cllr Dougall, seconded Cllr Young, all agreed.

b) 22nd February 2022 – Extraordinary Meeting – Proposed Cllr Young, seconded Cllr Dougall, all agreed.

5. **Actions and Updates**

To report on any actions from previous meetings and receive any updates

- Village Hall meeting on 14th March – the committee are looking at doing essential work including the roof, removing the stage and creating more storage. Costings and plans will be drawn up. The committee have purchased some gazebos for use on the Houghton Trail, these may be available for use by hirers. The Parish Council may be approached for permission to site a marquee on the recreation ground for a wedding reception in June.
- Work will be carried out soon to remove dead wood from the Lime tree, cost is approx £120.00.
- A referendum date should be set soon for the Houghton NDP, some final minor tweaks are being carried out by TVBC/David Nicholson (Consultant).
- The Lengthsman contract for 2022 is ready to be signed.

6. **Borough and County Councillors Reports**

To receive reports from Councillors.

Cllr D Drew reported:

Cllr Drew's written report has been received, circulated and included:

- Final two weeks to have your say on the County Council's adult social care savings proposals
- New website rewards Hampshire's Kitchen Heroes who help to save money and the planet
- Standing shoulder to shoulder with the people of Ukraine
- Majority of Hampshire pupils offered preferred choice of secondary school
- Living with COVID – advice for Hampshire residents

The full report is published on the Parish Council website.

- 20 mile an hour scheme – the scheme is being reintroduced and Cllr Drew is on the panel.

Cllr Johnston reported:

- Cllr Johnston noted the planning issues including a new application for the Bungalow on Stevens Drove. The Ro-Dor planning application has been called to committee.
- Ukraine – people are encouraged to donate to organisations already in place to help.
- There are grants available to support Jubilee events.

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- There may be some green grants available also.

10. (Item brought forward) Co-option of Parish Councillor

To consider co-option of a Parish Councillor to fill a vacancy.

An application for a candidate to join the PC by co-option was received. The candidate was present at the meeting. Several Cllrs expressed their concern about an outstanding planning issue with the candidate and a discussion followed. The candidate was not proposed by a Cllr and a co-option did not proceed.

7. Planning

To propose a response to the following Planning Applications:

- a) 22/00487/FULLS & 22/00488/LBWS - External stair replaced with stair and enclosure, extension of ground level windows, new oak framed glazed doors and shutters, conversion from store to living/dining area - North Houghton Manor, Houghton Road, North Houghton – Cllrs **resolved No Objection** – Proposed Cllr Dougall, seconded Cllr Young, all agreed.
- b) 22/00592/FULLS - Demolish bungalow and garage, erect two dwellings with off road parking, package treatment plant and create additional access - The Bungalow, Stevens Drove, Houghton – Cllrs **resolved to Object** to this application – (see appendix for full submission) – Proposed Cllr Young, seconded Cllr Adams, all agreed.

8. TVBC Local Plan Consultation

To propose a response to the TVBC consultation for the Local Plan 2040 – Consultation ends Noon 8th April 2022 – Cllrs agreed not to submit a response at this time as the Houghton Neighbourhood Development Plan is near to completion and, once completed, will be incorporated into the Local Plan.

9. CCTV Honorarium Payments

To consider payment of honorarium to householders hosting a CCTV camera.

Cllrs **resolved** to pay a honorarium of £50.00 to each householder hosting a CCTV camera – This arrangement is to be reviewed annually by HPC - Proposed Cllr Dougall, seconded Cllr Adams, all agreed.

A resident had emailed regarding the recent viewing of CCTV footage when a crime had not been reported. It was noted that this was an error and agreed by Cllrs that, other than when testing the cameras, CCTV footage would only be viewed when a crime was reported either to the police, with a crime number, or reported to Neighbourhood Watch.

11. WI Tree Request

To consider the request from the WI to plant a tree – It was **resolved** to give the WI permission to plant a hawthorn tree, with a plaque, in the recreation ground for the Queen's Jubilee – Proposed Cllr Adams, seconded Cllr Young, all agreed.

12. Scheme of Delegation

- a) To approve responses to planning applications under the Scheme between December 2021 – February 2022 – **Resolved** - Proposed Cllr Dougall, seconded Cllr Adams, all agreed.
- b) To consider deactivation of the Scheme of Delegation policy – It was **resolved** to deactivate the Scheme of Delegation policy - Proposed Cllr Adams, seconded Cllr Coombes, all agreed.

13. Parish Assembly

- a) To agree a date to hold a Parish Assembly between 1st March – 31st May 2022
The date of Tuesday 26th April 2022, at 7pm in the Village Hall, was agreed to hold the Parish Assembly for 2022.

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- b) To confirm arrangements and approve any financial requirements – Invitations to attend will be sent to all community groups and it was **resolved** to budget up to £100 for drinks and nibbles – Proposed Cllr Dougall, seconded Cllr Adams, all agreed.

14. Finance

- a) To propose acceptance of the financial statement for the period 1st January to 28th February 2022 – **Resolved** - Proposed Cllr Coombes, seconded Cllr Dougall, all agreed.
- b) To consider a funding request from Houghton Village Hall for £660.00. (to be paid in April 2022) – **Resolved** - Proposed Cllr Dougall, seconded Cllr Coombes, all agreed.
- c) To discuss banking arrangements and agree any action required – Cllrs agreed for the Clerk to investigate further with Unity Trust Bank.
- d) To approve the following Schedule of Payments: **Resolved** – Proposed Cllr Adams, seconded Cllr Young, all agreed.

<u>Payee</u>	<u>Amount</u>	<u>Payee</u>	<u>Amount</u>
Salaries/HMRC PAYE	£1007.50	Clerks/office expenses	£ 85.91
Steve Lees Planning Consultant	£ 350.00	Village Hall grant for 2022	£660.00
CCTV Honorarium payments	£ 150.00		

Closing bank balance as at 28th February 2022 - £39,250.31

- 15. To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion regarding staffing matters – Resolved - Proposed Cllr Adams, seconded Cllr Dougall, all agreed.**

Cllrs **resolved** an increase to the Clerk's hourly rate with effect from 1st April 2022.

Cllrs **resolved** to pay the Clerk for additional hours worked over the contracted hours during 2021-22. Proposed Cllr Adams, seconded Cllr Young, all agreed.

16. Next Meeting

Full Council Meeting – Tuesday 3rd or 17th May 2022 at 19.00 (TBA)

Meeting closed at 20.19

These Minutes were approved and signed by the Chairman at the meeting held on 17th May 2022

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Appendix

Response of Houghton Parish Council to Planning Application 22/00592/FULLS

The Parish Council **objects** to the proposed development ref 22/00592/FULLS Stevens Drove on the following grounds:

1. This proposed development is not needed. In terms of housing land supply TVBC are required to have a five-year supply of housing land. As at 1st April 2021 for the housing area within which the application site falls i.e. Northern Test Valley, it can demonstrate that it has 5.72 years supply. There has been considerable development in the village in recent years. The village does not need, and parishioners do not want more three-bedroom houses.
2. The application does not take notice of the draft Neighbourhood Development Plan (NDP). A draft NDP was submitted for examination on 26th November 2021. Although it has yet to be put to referendum, we are confident that it has and will have widespread support. Once adopted it becomes part of the Development Plan for the Borough. The Parish Council considers that given the stage that it has reached it should be taken into account in the relation to this application. The NDP makes clear that insofar as there should be any further development in the village it should be for small, affordable houses. This application does not take this into account.
3. The proposed development, by reason of its size and siting, represents a contrived form of development which fails to integrate into the existing built context and pattern of development. The proposal would have an unacceptable impact on the character of the immediate and surrounding area and setting of the conservation area, **contrary to Policies COM2, E1, E2 and E9** of the Test Valley Borough Local Plan.
4. Although there is provision for off-road parking in the proposals, given the extremely limited bus service in the village and, consequently, the limited availability of alternatives to the car, it considers the provision for parking to be inadequate. It is concerned that parking could overspill onto Stevens Drove, where parking and traffic is already an issue of concern to residents.
5. It should be noted that the only amenities in the village are the public house and the Village Hall. There is no shop or bakery and more houses will inevitably mean more traffic and more pollution. Given the number of new developments in the village in recent years and the fact that new housing is not needed, the Parish Council sees this proposed added development as compounding problems when no new development is currently needed at all. It believes that this proposal is **contrary to policy SD1** of the Local Plan.
6. The proposed development is contrary to a number of Local Plan policies and is therefore **contrary to Policy COM2** of the Local Plan.