

**Minutes of the Ordinary Meeting of Great Houghton Parish Council held On Tuesday  
12 March 2019 in the Village Hall, Great Houghton (Subject to approval at next  
meeting)**

**In Attendance:** Cllr Bowler, Cllr Barham, Cllr Jeakings, Cllr Garner

**Also in Attendance:** M Billingham Parish Clerk,

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| <b>693/19 Opening procedures</b><br>a) To receive and approve apologies for absence.<br>b) To approve the minutes of the previous ordinary meeting held on Tuesday 12 February 2019<br>c) To receive declarations of interest related to the business on the agenda.   | a) Apologies were received from: Cllr Shaw, NBC Cllr Flavell, NCC Cllr Bowen, Police, Neighbourhood Warden<br>b) The Minutes from the 12 February 2019 were <b>AGREED</b><br>c) There were no declaration of interests relating to the agenda   |
| <i>Members are reminded that the disclosure of a Disclosable Pecuniary interest will require that the member withdraws from the meeting room during the transaction of that item of business</i>   |   |
| <b>694/19 Public Participation Section</b>   | There were no members of the public in attendance   |
| <i>Members of the public are invited to address the council. limited to 15 minutes maximum with individual contributions limited to 3 minutes</i>  |   |
| <b>695/19 Reports</b><br>a) To receive a report from County Councillor representative<br>b) To receive a report from Borough Councillor representative<br>c) To receive a report from Police / Neighbourhood Warden<br>d) To receive a report from Great Houghton Playing Fields Association                   | a) There was no report from NCC<br>b) There was no report from NBC<br>c) The meeting was referred to report received from the police previously circulated. There was no report from the Warden but had been requested to deal with fly-tipping incident's<br>d) GHPFA representatives advised the meeting regarding purchase of new playground equipment. A proposal was made for consideration and resolution as next meeting.  |
| <b>696/19 To receive and adopt the Finance &amp; Administration Report</b><br>a) To receive and approve Receipts and Payment Accounts to end of February 2019<br>b) To receive report on payments to be authorised.<br>c) Confirm appointment of Internal Auditor for 2018/2019<br>d) HSBC information request | a) The accounts to the end of February 2019 were <b>APPROVED</b> .<br>b) The following payments were <b>AUTHORISED</b> :<br><div style="display: flex; justify-content: space-between;"> <div> Parish Clerk<br/> NCALC<br/> HMRC<br/> GeoXsphere Ltd<br/> ACRE<br/> GHPFA<br/> Parish Clerk </div> <div> 100576 Salary<br/> 100577 Training<br/> 100578 PAYE<br/> 100579 Mapping<br/> 100580 Membership<br/> 100581 Hall Hire<br/> 100582 Expenses </div> <div> 297.52<br/> 42.00<br/> 74.60<br/> 90.00<br/> 35.00<br/> 286.00<br/> 60.33 </div> </div> c) It was <b>CONFIRMED</b> that Tina Charteress would be the Internal Auditor for the 2018/2019 accounts<br>d) Chairman and clerk to arrange joint appointments for HSBC information review on Wed. 20 March at 2pm |
| <b>697/19 To receive the Clerk's report</b><br>a) Councilor Vacancies – Update from Councillors on contacts<br>b) Planting Willow Lane – Highways  | a) The meeting was advised of the possibility of two interested residents attending next meeting.<br>b) The meeting was referred to communications relating to planting and tree cutting at Willow Lane which had been resolved.<br>The Clerk reported problems encountered with laptop. <b>ACTION</b> Clerk to make enquiries regarding replacement of IT equipment and IT support.  |
| <b>698/19 To receive and consider the planning report</b><br>a) To consider the planning report – N/2019/0175 – N/2019/0236<br>b) PAG report –<br>c) DSAG Report – Design Statement draft<br>d) NBC Planning Validation Consultation   | a) There were no objections to N/2019/0175 – White Hart. The council had no objections to N/2019/0236 – 24 Willow Lane but would seek that any concerns from near neighbours are taken into account.<br>b) There was no report from PAG<br>c) The meeting was updated regarding the survey questionnaire to be distributed to residents. <b>ACTION</b> suggestions to be submitted to DSAG as a priority.<br>d) The council Welcomed additions to Planning Validation and in particular the inclusion of, North Point, Scale and Heritage   |

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|  |   | statements. <b>ACTION</b> Clerk to write to NBC   |
| <i>From Planning report previously circulated and accessible at <a href="http://www.greathoughton.org.uk">www.greathoughton.org.uk</a></i> |   |   |
| <b>699/19 To receive Report on village maintenance matters:</b>  | <ul style="list-style-type: none"> <li>a) Disused railway / cycle way – Update</li> <li>b) Footpath – Glebe Lane to Brackmills Wood - Update</li> <li>c) Village Signs – maintenance- Update</li> </ul>                     | <ul style="list-style-type: none"> <li>a) The meeting was referred to recent communications which were still ongoing. It was clarified that residents do have a common right to cut back trees that overhang their property but should notify land owner of intention. <b>ACTION.</b> Clerk to pursue and to forward further information on tree work in village</li> <li>b) The meeting was referred to recent communications. There was no right of way through to Brackmills Wood so repairs could not be actioned.</li> <li>c) The meeting was advised of potential liability on GHPC if scouts requested to carry out work. <b>ACTION</b> Matter to be reported through street doctor</li> </ul> |
| <b>700/19 To consider consultation documents NBC regarding Town Council and Unitary Council</b>  | The meeting was referred to the online stage 1 consultation process regarding proposals for town and unitary councils which was considered and <b>DETERMINED</b> by the council   |   |
| <b>701/19 To further consider matters relating to GHPFA</b>  | <ul style="list-style-type: none"> <li>a) Renewal of Lease - Update</li> <li>b) Land registration – Update – Response to questions from Conveyancer</li> </ul>  | <ul style="list-style-type: none"> <li>a) It was CONFIRMED that the requested information had now been provided to the solicitors and now awaited further response</li> <li>b) It was CONFIRMED that the requested information had now been provided to the conveyancer and now awaited further response</li> </ul>   |
| <b>702/19 To receive updated report on traffic management issue</b>  | <ul style="list-style-type: none"> <li>a) Replace HGV signs</li> <li>b) Bus Stop Bedford Road</li> </ul>  | <ul style="list-style-type: none"> <li>a) It was confirmed that replacement signs had now been received. ACTION Clerk to arrange further development and installation.</li> <li>b) The meeting was referred to recent communications which were ongoing.</li> </ul>   |
| <b>702/19 To consider the monthly public messages.</b>   | <ul style="list-style-type: none"> <li>• Encourage response to Village Survey which was most important</li> <li>• Encourage everyone to Have your say on Unitary Council stage 2 consultation process from April</li> </ul> |   |

The meeting Closed at 9.40pm

Signed.....

Dated.....