**Minutes of the Ordinary Meeting of Great Houghton Parish Council held on Tuesday 16 November 2021 at the Village Hall, Leys Lane commencing at 7.30pm.**

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| **In Attendance:** Cllr R Jeakings, Cllr P Wright, Cllr M Barham, Cllr R Shaw | **Also, in Attendance:** M Billingham Parish Clerk, WNC Cllr J Nunn, S Sampson, G Nixon, |

**The business to be transacted is as follows:**

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| **081/21. Opening Procedures**   1. To receive and approve apologies for absence: 2. To approve the minutes of the previous Ordinary Council Meetings held on Tuesday 12 October 2021 3. To receive declaration of interests related to the business on the agenda | | | | | | | | Due to the absence of the chairman the meeting was chaired by the Vice Chairman Cllr R Jeakings   1. Apologies were received from Cllr W Garner, Cllr S Williams 2. The minutes of the council meeting held on the 12 October 2021 were **APPROVED** 3. There were no declaration of interests relating to the agenda items |
| *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*) | | | | | | | | |
| **082/21. Public Participation Section** | Resident spoke about planning application 53 High Street. Concerns that two flats will greatly increase car parking issues; already parking on next door property; noise issues, garden/dividing wall being damaged by hedge needs improved screening to rear of property | | | | | | | |
| *Members of the public are invited to address the council. limited to 15 minutes maximum with individual contributions limited to 3 minutes****)*** | | | | | | | | |
| **083/21. To receive following Reports**   1. To receive report from West Northamptonshire Councillors 2. To receive reports from Police / PLR 3. To receive report from Neighbourhood Warde**n** 4. To receive report from Great Houghton Playing Fields Association | | 1. WNC Cllr Nunn thanked the council for moving their meeting night which clashed with the cabinet meeting thereby preventing WNC Cllr attendance - Houghton Gate issue, having regular conversation with planners who initially refused to include application as part of development plan and remain opposed to it. Awaiting response from Natural England and Highways. Fully supports parish council objections. - Strategic Planning ongoing which includes development of The Green, currently subject to independent review closing on 6 December. - Proposed that future development plan should be for 30 years but not considered appropriate and looking for shorter period. - Still a lot to do following creation of new council to deliver promise of Unitary being something better. - Real savings come in doing things better- Now have good financial reserves in place enabling improved services for highways and street cleaning, new contracts are still to be negotiated, some maintenance budgets had been diverted to provide finance in other areas. -Working on anti-poverty strategy, good neighbour schemes. - Looking to create better jobs other than warehouse distribution. The meeting expressed their concerns over the locations of housing developments eroding villages, Highways Road markings and street cleaning. 2. The meeting was referred to report previously circulated and E-Scooter leaflet. There had been no reported crime during October. 3. No report had been received from Neighbourhood Wardens. 4. The meeting was referred to report from GHPFA representatives previously circulated. (See below at 090/21) | | | | | | |
| **084/21. To receive and adopt the Finance & Administration Report**   1. To receive Receipts and Payment Accounts to end of October 2021. 2. Payments to be authorised. | | | | | | | 1. The Accounts to the end of October 2021 were **APPROVED** with a balance of £38,330.78 2. The following payments were **AUTHORISED**  |  |  |  |  | | --- | --- | --- | --- | | Parish Clerk | T00073 | Salary | 315.20 | | HMRC | T00074 | PAYE | 82.00 | | A Buglass | T00075 | Dog Waste | 450.00 | | A Buglass | T00076 | Fence Repairs | 650.00 | | Curtis Website | T00077 | Website | 270.00 | | HGM | T00078 | Maintenance | 200.00 | | HGM | T00079 | Maintenance | 200.00 | | Parish Clerk | T00080 | Expenses | 56.31 | |  |  |  |  | |  |  |  | **2223.51** | | |
| **085/21. To receive Report on village maintenance matters**   1. To consider response from Highways on Leys Lane 2. To consider and determine maintenance of trees in Pocket Park | | | | | | 1. The meeting was referred to the response received from Highways advising that not being an adopted public highway would only be maintained to right of way level. It was **RESOLVED** to seek re-adoption as public highway of the first part of Leys Lane providing access to the playing field, community hall and water treatment plant. 2. It was **RESOLVED** that the council would seek for the trees and hedge at the pocket park to be cut and pruned by approved contractor. | | |
| **086/21. To receive updated report on traffic management issues**   1. Update on matter of extending footpaths, the Green & Bedford Road | | | | | | 1. The meeting was advised that due to the current application being considered relating to Houghton Gate, no further action had been taken relating to the footpath along the Bedford Road. **ACTION** Clerk to write further seek development of footpath from Lime Farm Way to car park entrance in Leys Lane. | | |
| **087/21 To consider councillor vacancy**   1. Co-option of councillor | | | | | | | | 1. Regrettably, no nominations for co-option as councillor had been received. **ACTION** Council to further consider and determine strategy for recruitment. |
| **088/21 To receive the Clerk’s report**   1. Update on flower boxes 2. To consider NCALC OLB Document **(Closed Session)** 3. To further consider replacement memorial bench | | | 1. The meeting was referred to report from chairman, previously circulated. Progress will, firstly, require the damage to the village sign to be rectified. 2. In **closed session** the council considered and **APPROVED** the proposed Operation London Bridge policy 3. The meeting was referred to the communication received regarding the replacement of bench on The Cross with a memorial bench on behalf of L Marsden at a cost of £275. The council remained of the opinion that any replacement bench needs to be of the type approved by the council. It was therefore **RESOLVED** that the council would, on receiving a contribution from friends and family of £275, arrange and pay the full cost for the purchase and installation of the councils approved replacement bench which will include a plaque marked “Lisa – I loved this place” | | | | | |
| **089/21. To receive and consider Planning Matters.**   1. The Annual Planning Report 2. Receive report from PAG. 3. To consider communication received from resident regarding GHNDP | | | 1. WNN/2021/0978 – 53 High Street. The council, whilst not objecting to the application, need to express serious concerns relating to parking issues. With no off-road parking available on the site and existing parking restrictions on parts of the High Street, there is already major parking problems for existing residents which regrettably have resulted in confrontation between neighbours. The council is most concerned that this application will increase the number of residents and subsequent number of cars, will exasperate the current problems resulting in both unlawful and dangerous obstruction of the High Street and neighbouring driveways. The council would therefore seek that near neighbours’ concerns and objections are considered. 2. The meeting was referred to the PAG report circulated relating to this above application. 3. The meeting was referred to the communication received and **APPROVED** the subsequent response relating to the GHNDP which has now been referred to the Planning Independent Examiner Referral Service | | | | | |
| **090/21 To Consider and determine matters relating to GHPFA**   1. Response from GHPFA and determine planning drawings for village hall alterations 2. Response from GHPFA on insurance policy matter | | | | | 1. The meeting was referred to the amended planning drawings which had now been approved by GHPFA. **ACTION** Clerk to seek that planning consultant now submits the drawings for building regulations consent 2. The meeting was advised that the matter of insurance of the ‘property’ being the village hall and playing field, has now been resolved with GHPFA. From the renewal date in March 2022 the property will be insured by the council and GHPFA will reimburse this cost to the council. | | | |
| **091/21. To consider the installation of CCTV**   1. At both the top and the bottom of the village to monitor the comings and goings of cars/people when a crime has been committed in the village | | | | 1. The meeting considered that following the latest incident of the high-speed car chase through the village and other criminal activities that consideration should be given to the Installation of CCTV. The meeting was referred to the Home Office Surveillance Camera Code of Practise relating to the operation in public places which the council would have to ensure is complied with. **ACTION** Clerk to seek further information and advice and clarification from the Police. | | | | |
| **092/21. Further consider Transfer of Assets** | | | | It was **RESOLVED** that this matter be deferred to an exploratory group to be established to consider future strategy for transfers of assets and other parish developments | | | | |
| **093/21. To consider the monthly public messages** | | | | Residents to be aware of seasonal Scams. if unsure seek advice and guidance before making any financial commitment.  Urged all motorists the be considerate of others and safety when parking vehicles in village  Volunteers to become councillors urgently needed. | | | | |

**Meeting Closed 9.20pm**