Great Houghton Parish Council

**Minutes of the Ordinary Council Meeting of Great Houghton Parish Council held on Tuesday 16 January 2024 at the Village Hall, Leys Lane commencing at 7.30pm.**

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| **In Attendance**: Cllr S Williams, Cllr R Shaw, Cllr M Barham, Cllr J Russell, Cllr J Havard | **Also, in Attendance**: M Billingham PC, E Lane resident |

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| **329/24. Opening Procedures**1. To receive and approve apologies for absence:
2. To approve the minutes of the Ordinary Parish Council Meeting held on Tuesday 19 December 2023
3. To receive declaration of interests related to the business on the agenda.
 | 1. Apologies were received from Cllr J Browett
2. Subject to this following correction:

‘Minute 323/23 (c) The meeting considered and determined the budget for 2024/2025. It was resolved that the Precept for the next financial year would remain at £27,500.’ The minutes of the ordinary council meeting held on Tuesday 19 December 2023 were **APPROVED.** 1. There were no declaration of interests relating to the agenda items.
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| *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*)  |
| **329/24. Public Participation Section**  |  Edwin Lane asked about Houghton Gate proposed development. Having been refused by WNC, and at appeal, it was referred to a public enquiry. GHPC had registered its objections at both the application and appeal. Cllr Williams also attended the public enquiry and made further representations against the development. Awaiting outcome of enquiry. suggested considering restricted access through village to reduce and calm traffic – need for safety path across public footpath due to problem with cows**. ACTION** Clerk to write to landowner. |
| *Members of the public are invited to address the council. limited to 15 minutes maximum with individual contributions limited to 3 minutes****)*** |
| **330/24. To receive following Reports**1. To receive report from West Northamptonshire Councillors
2. To receive reports from Police / PLR
3. To receive report from Great Houghton Playing Field Association
4. To receive Speed/Traffic Report
 | 1. There were no reports from WNC Councillors who were not in attendance. It was **RESOLVED** that the council seek appointment to meet with WNC ward councillors regarding issues and concerns.
2. The meeting was referred to the report previously circulated. There were no crimes reported during December. The actions taken by our community police officer regarding recent parking issues was noted and appreciated.
3. Thew was no report from GHPFA as there had been no meeting during December.
4. The meeting was referred to the Speed/Traffic report previously circulated.
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| **331/24. To receive and adopt the Finance & Administration Report** 1. To approve the Receipts and Payment Accounts to end of Dec 2023
2. Payments to be approved.
3. To receive the Internal Control Report Oct to Dec 23
 | 1. The accounts to the end of December 2023 were **APPROVED** with a balance of £32,589.22.
2. Having provided clarity on an invoice, the following payments were **AUTHORISED.**

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| Krystal Hosting | T00295 | Domain | 8.39 | 1.40 |
| Parish Clerk | T00296 | Salary | 232.20 |  |
| HMRC | T00297 | PAYE | 232.20 |  |
| Parish Clerk | T00298 | Expenses | 33.50 |  |
|  |  |  | **506.29** | **1.40** |
| Card Payments |  |  |  |  |
| Amazon | T00292 | Membership | 8.99 | 0 |
| Amazon | T00293 | A4 Copy paper | 19.19 | 3.20 |
| Amazon | T00294 | Ink Cartridge | 15.99 | 2.67 |
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| **TOTAL PAYMENTS FOR MONTH** | **550.46** | **1.40** |

1. The Internal Control Report Oct to Dec 2023 was received and **NOTED.**
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| **332/24 To receive and consider Planning Matters**1. The Annual Planning Report
2. Receive report from PAG.
3. Update on Development at The Green
 | 1. There were no planning applications received this month.
2. There was no report from the PAG.
3. There was no further update on development at the Green other than press enquiry. In response to question; if councillor contacted by press, they should refer them to the parish clerk
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| **333/24 To receive the Clerk’s Report**1. Update on traffic survey data.
2. To consider and determine council’s further requirements relating to traffic survey
 | 1. Meeting referred to response previously circulated. It was confirmed that the data provided by developer could be used for our own independent analysist and comparison against modelling outputs.
2. The meeting was referred to further response received from TTP regarding ascertaining the proportion of through and local traffic by way of an independent survey using ANPR cameras at both ends of the village. It was **RESOLVED** that the council commission such a survey. **ACTION** Clerk to seek confirmation from TTP of full price for this survey and subsequent review of reasonableness of predicted levels of traffic. To seek copy of TTP privacy policy and understanding and compliance with GDPR. Further **ACTION** Clerk to consult with NCALC being the data protection officer.
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| **335/24. To receive Report on village maintenance/Highway matters**1. Update on Leys Lane Turning
2. Update on Maintenance of disused railway/cycleway/footpath
3. Update on reduction of speed limit through village to 20mph
 | 1. There was no update on the Leys Lane Turning and no response from WNC Cllr Larratt. (see minute 330/24 (a) above)
2. There was no further response regarding the footpath/cycleway maintenance. It was likely that this will be determined in the WNC budget.
3. There was no further response from Helen Howard regarding the out-of-stock 20mph signs. This again likely to be linked to WNC budget
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| **336/24 To consider new format for Parish News**  | The meeting was provided with copies of the proposed new format for the Parish News compiled by our new editor, Denise Gibson, which was well received. The council would wish to retain the current front-page header, being the council’s corporate image and the print size needs to meet recommended standard. We still await pricing for full colour printing before this matter could be finalised. It was **RESOLVED** that for the February issue there would need to be a special front cover relating to traffic calming issues and include a survey questionnaire. **ACTION** Cllr John Russell to provide clerk with draft front page and questionnaire. Further **ACTION** Clerk to arrange survey page on website. |
| **337/24. To consider the monthly public messages** |  Please submit your proposals for traffic calming measures throughout the village Please keep a neighbourly watch on elderly residents throughout cold weather  |

**Meeting closed at 9pm**