

HOUGHTON PARISH COUNCIL
Minutes of the Parish Council Meeting
held on Monday 15th November 2021 at 19.00
at Houghton Village Hall

Present: Parish Councillors: A Young (Chairman), J Coombes, P Chant.

Members of the Public: 8

Minutes: Mrs C L Cotterell (Parish Clerk)

The meeting started at 19.00

Item Minute

1. **Chairman's Welcome** – The Chairman welcomed all to the meeting. Chairman asked if any members of the public wished to speak on any items on the agenda.
2. **Apologies for Absence** – Apologies were received from Parish Cllrs Dougall and Adams.
3. **Declarations of Interest**
To declare an interest in any items of business on this agenda – None.
4. **To confirm the accuracy of the minutes of the meetings held on:**
 - a) 14th September 2021 – Full Council Meeting – Proposed Cllr Young, seconded Cllr Coombes, all agreed.
 - b) 18th October 2021 – Extraordinary Meeting – Proposed Cllr Young, seconded Cllr Coombes, all agreed.
5. **Actions/Updates**
 - a) To receive any actions and updates – None.
 - b) To receive updates on:
 - i) Playground and Trees – Playground and trees are all okay – The WI requested permission to plant a tree in recreation ground – this will be considered at a future meeting.
 - ii) Additional Play Equipment – The project is progressing, awaiting further quotations before putting options to the village.
 - iii) Lengthsman and Bus Shelters – The Lengthsman is cutting the allotment hedge, and tidying up boundaries. A resident asked that the Lengthsman be thanked for painting the telephone box.
6. **Borough and County Councillor Reports**
To note Borough and County Cllr reports - None received.
7. **Planning**
 - a) **To propose a response to be submitted to TVBC Planning on the following applications:**
 - i) 21/03112/FULLS - Replacement ancillary building with glazed link – Plum Tree Barn, Houghton – **No Comment** – Proposed Cllr Coombes, seconded Cllr Young, all agreed.
 - ii) 21/03116/RDCAS - Demolition of outbuilding – Plum Tree Barn, Houghton – **No Comment** – Proposed Cllr Coombes, seconded Cllr Young, all agreed.
 - iii) 21/03130/FULLS & 21/03131/LBWS - Alterations and extensions to an existing ancillary outbuilding – Vine Cottage, Houghton – **Support** - Proposed Cllr Chant, seconded Cllr Coombes, all agreed.
 - b) **Planning Appeal Notification - 21/00278/FULLS – The Bungalow, Stevens Drive**
To receive the notification and agree any further action, if required – Cllrs resolved to submit further comments to the Planning Inspectorate. Cllr Young to circulate a draft to Cllrs. - Proposed Cllr Young, seconded Cllr Coombes, all agreed. Action: Cllr Young.

HOUGHTON PARISH COUNCIL
Minutes of the Parish Council Meeting
held on Monday 15th November 2021 at 19.00
at Houghton Village Hall

8. CCTV Project

- a) To receive an update on the project – Cllrs received an update from the working group. The documents will have a final check for typos before being sent to Houghton Community Benefit Fund on Wednesday. The October/November survey, via the village website and the Houghton News ended on 14th November, some 60 individual responses in support were received with 6 objections. The Fishing Club have offered to help with the ongoing maintenance costs for five years including a 3rd party certification from the Camera Surveillance Commissioner which will be carried out in 2 stages once the system is up and running. Dennis Stephens and the working group were thanked for their many hours of work on the project.
- b) To approve amended CCTV documents – Cllrs resolved to approve the amended HPC CCTV Surveillance Policy document and the amended HPC Data Protection Impact Assessment (DPIA) document - Proposed Cllr Coombes, seconded Cllr Chant, all agreed.

9. Community Right to Bid

To receive an update on the Community Right to Bid – The application to add the allotments site to the List of Assets of Community Value has been accepted and approved by TVBC. A decision notice dated 6th October has been received. TVBC are awaiting a response from the landowner.

10. Scheme of Delegation

- a) To ratify payments made under the Scheme of Delegation between May to October 2021 – Proposed Cllr Coombes, seconded Cllr Chant, all agreed.
- b) To ratify comments submitted to TVBC for planning applications between May to October 2021 – Proposed Cllr Coombes, seconded Cllr Chant, all agreed.

11. Finance

- a) To propose acceptance of the financial statement for the period 1st September to 31st October 2021 – Proposed Cllr Young, seconded Cllr Chant, all agreed.
- b) To consider a funding request from PCC for grass cutting - £1000.00 – Proposed Cllr Young, seconded Cllr Coombes, all agreed.
- c) To consider a funding request from Test Valley School PTA for presentation evening - £50.00 – Proposed Cllr Young, seconded Cllr Coombes, all agreed.
- d) To consider the grass cutting quotation for the recreation ground for 2022 season – 16 cuts at £960.00 – Proposed Cllr Young, seconded Cllr Coombes, all agreed.
- e) To approve the following Schedule of Payments. + CPRE payment 36.00 + 1&1 domain name 19.32 – Proposed Cllr Coombes, seconded Cllr Chant, all agreed.

<u>Payee</u>	<u>Amount</u>	<u>Payee</u>	<u>Amount</u>
Salaries/HMRC PAYE	£1007.50	Clerks/office expenses	£75.52
D Robins Grass Cutting	£960.00	Grant Funding PCC	£1000.00
Grant Funding TVS PTA	£50.00	ICO Registration (DD)	£35.00
HCC Street Lighting (Apr-Sep)	£30.62	Televigil (CCTV)	£576.00
CPRE Subscription	£36.00	1&1 Domain name (DD)	£19.32
Sutcliffe Play SW Ltd	£1120.98	Steve Lees (Planning Advice)	£1500.00

Closing bank balance as at 31st October 2021 - £34,497.79

12. Next Meeting

Full Council Meeting – Tuesday 11th January 2022 at 19.00

Meeting closed at 19.39

These minutes were approved and signed at the meeting held on 11th January 2022