

**All Parish Councillors are duly summoned to attend  
the Meeting of Houghton Parish Council to be held  
on Tuesday 10<sup>th</sup> November 2020 at 19.30  
Place: *Due to Coronavirus (Covid 19) restrictions this meeting will be held  
via a videoconference call using the Zoom platform:***

<https://us04web.zoom.us/j/76882033992?pwd=QXVlbC80UDILNEx5WWxGbFM3TUNJUT09>

**Meeting ID: 768 8203 3992 Password: B4C4fY**

*Members of the public who wish to raise questions or comment on any item on the agenda are asked to send their question/comment in advance to the Clerk, to be received by Monday 9<sup>th</sup> November 2020.*

### AGENDA

Item Number	Agenda Item
<b>1</b>	<b>Chairman's Welcome</b>
<b>2</b>	<b>Apologies</b>
<b>3</b>	<b>Declarations of Interest</b> Cllrs to declare an interest in any items of business on this agenda.
<b>4</b>	<b>Cllrs to confirm the accuracy of the minutes of the meetings held on:</b> a) 8th September 2020 – Full Council Meeting b) 12 <sup>th</sup> October 2020 – Extraordinary Meeting
<b>5</b>	<b>Actions/Updates</b> a) Cllrs to note actions and updates already published and receive any further updates. b) Cllrs to receive an update on Highways visit to discuss drainage issues.
<b>6</b>	<b>Borough and County Councillor Reports</b> Cllrs to note Borough and County Cllr reports.
<b>7</b>	<b>Planning – Cllrs to propose a response to the following Planning Applications:</b> a) 20/02492/TREES - T1 Ash - Pollard up to 6m - The Orchards, Houghton. b) 20/02563/TREES - G1- conifers- fell to ground level - Homefield Houghton. c) 20/02627/CLAS - Request for site visit to confirm 17/03089/FULLS Conditions 8, 9, 10 - Oaklands Chapel Close Houghton. d) 20/02667/PDQS - Application under Class Q to determine if prior approval is required for change of use of agricultural buildings to dwellinghouse (Class C3), and for building operations reasonably necessary for the conversion - Tiebridge Farm Houghton Road North Houghton. e) 20/02684/LBWS - Removal/Replacement/Adaptation of 1970's materials and features – Hunters Cottage Houghton.
<b>8</b>	<b>Risk Assessment</b> Cllrs to review, amend and adopt a Risk Assessment Policy.
<b>9</b>	<b>Play Area Equipment</b> a) Cllrs to receive an update on project to provide new equipment. b) Cllrs to consider entire replacement of rope bridge at cost of £345.10 + VAT
<b>10</b>	<b>Speeding Traffic in Stevens Drove</b> Cllrs to discuss residents' concerns and agree any action required.
<b>11</b>	<b>Finance</b> a) Cllrs to propose acceptance of the financial statements for the period 1 <sup>st</sup> September to 31 <sup>st</sup> October 2020. b) Cllrs to approve grass cutting contract for 2021 - £960.00 c) Cllrs to approve the Schedule of Payments.
<b>12</b>	<b>Next Meetings</b> Budget Discussion – Cllrs only – Tuesday 24 <sup>th</sup> November 2020 Full Council Meeting – Tuesday 19 <sup>th</sup> January 2020 – 7.30pm

**Members of the public and press are welcome to attend  
using the meeting link details above.**