

HOUGHTON PARISH COUNCIL
Minutes of the Parish Council Meeting
held on Tuesday 11th January 2022 at 19.00
at Houghton Village Hall

Present: Parish Councillors: A Young (Chairman), L Adams (Vice Chairman), A Dougall, P Chant.

Members of the Public: 1

Minutes: Mrs C L Cotterell (Parish Clerk)

The meeting started at 19.00

Item Minute

- 1. Chairman's Welcome and Apologies for Absence** – The Chairman welcomed all to the meeting. Apologies were received from Parish Cllr Coombes, Borough Cllr Johnston and County Cllr Drew.
- 2. Declarations of Interest**
To declare an interest in any items of business on this agenda – None.
- 3. Minutes and Updates**
 - a) To confirm the accuracy of the minutes of the meetings held on:**
 - i) 15th November 2021 – Full Council Meeting – Proposed Cllr Chant, seconded Cllr Young, all agreed.
 - ii) 22nd December 2021 – Extraordinary Meeting – Proposed Cllr Young, seconded Cllr Chant, all agreed.
 - b) Cllrs to receive any updates**
 - i) Houghton Community Benefit Fund (HCBF) grant approval letter for CCTV project has been received, signed and returned to HCBF.
 - ii) Donation received from Fishing Club to be used for annual maintenance costs for CCTV project, conditions relating to the donation will follow.
 - iii) Neighbourhood Development Plan (NDP) – The response to the examiner's questions, prepared by David Nicholson, was submitted on 6th January 2022.
 - iv) A Freedom of Information (FOI) request and a Subject Access (SAR) request were received by Houghton Parish Council on 8th December 2021. The FOI request was refused under section 12, due to the excessive staff time required. The written refusal was sent on 14th December 2021. The Subject Access request was responded to on 7th January 2022 within the required timeframe, and acknowledgement of receipt has been received.
 - v) The local Hampshire Police team are providing a monthly newsletter which will be added to the PC website. Agreed to forward the editor's details for the Houghton News to the police team to be included on their distribution list.
 - vi) Trees – Cllr Young will arrange for a quotation to remove the dead branches from the Lime tree.
 - vii) Cllr Young will report the condition of the Stevens Drove RoW to HCC.
 - viii) Cllr Dougall updated on the Village Hall – There is a meeting in early February to get costings for essential repairs and estimates for a proposed extension at the back.
- 4. Finance**
 - a) To propose acceptance of the financial statement for the period 1st November to 31st December 2021 – Proposed Cllr Dougall, seconded Cllr Adams, all agreed.
 - b) To consider a funding request from Houghton News for £1000.00 – Cllrs approved the sum of £450.00 to be paid in the current financial year and within budget, and a further sum of £550.00 to be paid in next financial year in April 2022 – Proposed Cllr Adams, seconded Cllr Dougall, all agreed.
 - c) To approve the following Schedule of Payments – Proposed Cllr Chant, seconded Cllr Adams, all agreed.

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<u>Payee</u>	<u>Amount</u>	<u>Payee</u>	<u>Amount</u>
Salaries/HMRC PAYE	£1007.50	Clerks/office expenses	£98.68
D Nicholson NDP	£960.00	Grant Funding request Houghton News	£1000.00
HCC Speed Device poles	£156.30		

Closing bank balance as at 31st December 2021 - £44,741.59

5. Budget and Precept for 2022/23

- a) To approve the budget document for 2022/23 – Cllrs approved the budget for 2022/23 (see Appendix) – Proposed Cllr Dougall, seconded Cllr Adams, all agreed.
- b) To approve the precept demand for 2022/23 – Cllrs approved a precept of £14,000 for 2022/23, this is a Band D equivalent of approx. £61.67 – Proposed Cllr Adams, seconded Cllr Chant, all agreed.

6. Next Meeting

Full Council Meeting – Tuesday 8th March 2022 at 19.00

Meeting closed at 19.12

These minutes were approved and signed by the Chairman at the meeting held on 15th March 2022