

**HOUGHTON PARISH COUNCIL**  
**Minutes of the Parish Council Meeting**  
**held on Tuesday 9<sup>th</sup> January 2024 at 19.00**  
**at Houghton Village Hall**

Present: Parish Councillors: A Young (Chairman), L Adams (Vice Chairman), L Middleton, A Dougall, P Chant, B Battey.  
Borough Cllr A Johnston.

Members of the Public: 7

Minutes: Mrs C L Cotterell (Parish Clerk)

The meeting started at 19.00

**Item Minute**

**1. Chairman's Welcome and Public Participation**

Cllr Young welcomed all to the meeting.

A resident informed the Council of changes to the National Planning Policy Framework (NPPF) which may affect Neighbourhood plans – Cllrs agreed to review this at the March meeting. Cllr Young reported the Council may ask the planning consultant to advise the Council on the upcoming TVBC Local Plan Consultation.

Residents commented on trees overhanging in Stevens Drove, advised to report to HCC in the first instance.

**2. Apologies for Absence**

Apologies were received from Parish Cllr Coombes.

**3. Declarations of Interest**

To declare an interest in any items of business on this agenda – **None**.

**4. Borough and County Cllrs**

To receive reports.

Cllr Johnston reported:

- TVBC will be reviewing first draft of Local Plan 2040 (Regulation 18, Stage 2)
- Stevens Drove, pressure has been put on Aster re the sewerage situation and has been escalated to parliament.
- There is a thermal imaging training session 10am on 20<sup>th</sup> January at Kings Somborne Village Hall
- Climate change new working group meeting on 12<sup>th</sup> January 2024.

**5. Flooding/Drains**

To receive an update – Cllrs are awaiting a meeting with Jonathan Bambridge from HCC. Agreed to send a reminder email and copy in County Cllr David Drew.

**6. Planning**

- a) 23/02944/FULLS - Demolition of pole barn and erection of single storey garage and garden store, removal of cat-slide roof, infill window, construction of hipped roof with dormer window to provide an ensuite and removal of Pine tree – Testwood House, Horsebridge Road, Houghton – **Resolved No Objection** – Proposed Cllr Dougall, seconded Cllr Chant.
- b) 23/02998/RESS - Application for the approval of Reserved Matters (Landscaping) pursuant to outline planning 22/00217/OUTS for demolition of existing industrial unit and the erection of 6 dwellings with associated parking - Ro-Dor Ltd Stevens Drove Houghton - Application already decided.
- c) 23/03019/LBWS - Regularisation application for repair of damage caused by falling tree - South Lodge Houghton Lodge Houghton Road North Houghton – **Resolved No Objection** - Proposed Cllr Dougall, seconded Cllr Young.

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- d) 23/03051/FULLS - Single storey front and rear extensions (Retrospective) - South End Cottages 15 Houghton – **Resolved No Objection** – Proposed Cllr Dougall, seconded Cllr Adams.
- e) 23/03057/FULLS - Single storey side extension - Coopers Farmhouse Houghton – **Resolved No Objection** – Proposed Cllr Young, seconded Cllr Adams.
- f) 23/03257/TREES - 2 x Yew - Reduce low extended branches back in line with upper canopy Western Red Cedar group Crown raise over churchyard side only up to 5.5m Yew hedge - Trim annual growth from top and inside face. Western Red Cedar - Crown raise to achieve 2.5m clearance from ground level - All Saints Church, Church Lane Houghton - Application already decided.

**7. Hampshire Minerals and Waste Plan Consultation**

To consider a response to the consultation – agreed to **defer** to an extraordinary meeting to allow more time to review.

**8. Minutes and Updates**

- a) To confirm the accuracy of the minutes of the meeting held on 7<sup>th</sup> November 2023 – **Resolved** – Proposed Cllr Adams, seconded Cllr Young.  
A resident commented on application – 23/02446/FULLS.
- b) To receive any updates – **None**.

**9. River Pollution Working Group**

- a) To consider the recommendations of the River Pollution Working Group in relation to a water monitoring station, quotations received were: £4,890.60, £6,955.76 and £4915.00 (plus annual running cost approx. £520.00) - The Working Group circulated their recommendations to accept the quotation of £4,
- b) 915.00 plus running costs and apply to Houghton Community Benefit Fund (HCBF) for 50% of the purchase price. The other 50% of the purchase price has been agreed to be funded by Houghton Fishing Club and the Busk estate. 100% of the annual running costs (estimated £520.00) will also be covered by Houghton Fishing Club and the Busk estate.  
Training is required to operate and interpret the data – Cllr Battey confirmed Houghton Fishing Club would cover this cost.  
Insurance cover was also discussed and the Clerk recommended that as the Parish Council (PC) would own the equipment, if purchased, then the PC should record it as an asset and add it to the PC insurance cover – **Resolved** to apply to HCBF for 50% of funding – (£2,457.50), and if successful go ahead with purchase – if the application is unsuccessful then the proposal will be brought back to a future Council meeting – Proposed Cllr Dougall, seconded Cllr Middleton.
- c) To receive an update on the Pan Parish Group. – 4 parishes have confirmed interest in joining a Pan Parish group so far. The working group are setting a date for the 1<sup>st</sup> meeting.

**10. Play Area**

To receive an update – **None received**.

Cllr Young reported that the trees need an annual survey carried out – Cllr Young to obtain a quote for the survey. The Lengthsman will be asked to cut epicormic growth.

**11. Noticeboard/Benches**

To consider refurbishment of noticeboard and benches – It was noted that the parish noticeboard and 2 benches are in need of refurbishment – Cllr Chant to provide a specification of the work required to obtain quotations.

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**12. Budget/Precept 2024-25**

- a) To agree any changes to earmarked reserves – **Resolved** to amend earmarked reserves from CIL funds as follows: - Proposed Cllr Young, seconded Cllr Adams.
- £2,884.00 for speed indicator devices.
  - £500.00 for war memorial cleaning/repair.
  - £35,000.00 for play area refurbishment/new equipment.
- b) To review and approve the draft budget for 2024-25 – **Resolved** to approve the budget document for 2024-25 (Attached to the minutes) – Proposed Cllr Battey, seconded Cllr Middleton.
- c) To review and approve the Precept demand for 2024-25 – **Resolved** to approve a precept
- d) demand of £19,000.00 for 2024-25, (Band D approx. equivalent of £77.24) – Proposed Cllr Adams, seconded Cllr Middleton.

**13. Finances**

- a) To propose acceptance of the financial statement for the period 1<sup>st</sup> November – 31<sup>st</sup> December 2023 – **Resolved** – Proposed Cllr Dougall, seconded Cllr Adams.
- b) To approve the following Schedule of Payments – **Resolved** – Proposed Cllr Adams, seconded Cllr Middleton.

<u>Payee</u>	<u>Amount</u>	<u>Payee</u>	<u>Amount</u>
Payroll/HMRC (Nov/Dec)	£1170.00	Clerks/office expenses	£64.84
IONOS Domain Name annual DD	£19.32	ICO Registration annual DD	£35.00
HugoFox website DD 2x months	£23.98	Sub Arb Ltd Tree Works	£280.00
Unity Trust Bank Q3 charges	£18.00	Absolute Security CCTV Main	£480.82

Bank balance as at 31<sup>st</sup> December 2023 - £63,838.51

- c) To consider a savings account for CIL reserves – **Resolved** to open a second savings account with Unity Trust Bank to keep CIL reserves separate – Proposed Cllr Adams, seconded Cllr Middleton.

**14. Next Meetings**

Extraordinary meeting - TBA

Full Council Meeting – Tuesday 5<sup>th</sup> March 2024 at 19.00

**Meeting closed at 20.13**

**These minutes were approved and signed at the meeting held on 5<sup>th</sup> March 2024**