

**All Parish Councillors are duly summoned to attend
the Annual Meeting of Houghton Parish Council to be held
on Tuesday 9th July 2024 at 19.00
Venue: Houghton Village Hall**

AGENDA

- 1. Chairman's Welcome and Public Participation**
- 2. Apologies for Absence**
- 3. Declarations of Interest**
To declare an interest in any items of business on this agenda.
- 4. Annual Declaration of Interest Forms**
Cllr to confirm if they have any amendments to their Declaration of Interest forms.
- 5. To agree the accuracy of the minutes of the meeting held on:**
7th May 2024 – Annual Council Meeting
- 6. Borough and County Councillor Reports**
To receive Borough and County Cllr reports.
- 7. Planning**
To propose a response to be submitted to TVBC in relation to planning applications:
 - a) 24/01219/CLES - Certificate of lawful existing use for the formation of vehicular access and visibility splays in accordance with Planning Permission 22/02266/VARS – Martins, Horsebridge Road, Houghton.
 - b) 24/01252/TREES - T1, T2 - Ash - Reduce to no less than 5m from ground level, T3 - Maple - Reduce by up to 3m from top height, T4 - Beech – reduce by up to 3m from extremities, T5 - Ash - Reduce to a frame 5m from ground level, T6 Lime - raise crown by up to 4.5m T7 - Ash - Remove lowest limb – Honeysuckle Cottage, Faithfuls Drove, Houghton.
 - c) 24/01301/CLPS - Application for a Certificate of Lawfulness for erection of a garden office – Drayton Corner, Houghton.
 - d) 24/01451/FULL – Retention of stables – Home Spring, Houghton Road, North Houghton.
 - e) Any other planning applications recently received.
- 8. Finance**
 - a) To propose acceptance of the financial statements for the period 1st May to 30th June 2024.
 - b) To approve domain name change to a .gov.uk for website and email.
 - c) To approve the Schedule of Payments.
- 9. Training**
To consider Clerk/RFO training – Principles of Internal Auditing course - £120.00 + VAT
- 10. Updates**
 - a) To receive an update on Flooding/HCC.
 - b) To receive an update on River Pollution/Pan Parish Group.
 - c) To receive an update on the Play Area Project.
- 11. Community Resilience Plan**
To review a draft plan.
- 12. Policies/Asset Register**
To be reviewed, amended, if required and adopted:
Updated Financial Regulations and updated Register of Assets.
- 13. Co-option of Parish Councillor**
To consider applications for co-option.
- 14. Next Meeting**
Full Council Meeting – Tuesday 3rd September 2024 at 19.00 at Houghton Village Hall.