

Houghton on the Hill Parish Council

Clerk to the Council – Mr. S. Derry

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NOTICE OF PARISH COUNCIL MEETING

Parish Councillors are summoned to a meeting of the Houghton on the Hill Parish Council to be held in the Methodist Church Schoolroom, Main Street, Houghton at 7.30 p.m., on Thursday 10th October 2013.

AGENDA

1. **TO RECEIVE APOLOGIES FOR ABSENCE**
2. **TO HEAR DECLARATIONS OF INTEREST**
3. **TO CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 12 SEPTEMBER 2013**
4. **INFORMAL PUBLIC PARTICIPATION SESSION (15 MINUTES)**

This is an opportunity for the public to make comments, discuss issues of interest, ask questions and provide information. Individual contributions will be limited to **3 minutes** unless, at the discretion of the Chairman, a time extension is permitted.
5. **TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS RECEIVED**
 - a) 13/01298/TCA - Fell and remove Yew tree (54 Main Street, Houghton)

Note: The Parish Council's request for an extension of time was declined on the grounds that the deadline for a decision is 10 October and consequently a decision will have been made at the latest on 9 October.
 - b) 13/01400/CLU - Certificate of Lawfulness for Proposed Single Storey Rear Extension and Alterations to Driveway (1 Scotland Lane, Houghton)
 - c) 13/01354/FUL – Construction of an anaerobic digestion plant comprising digester tank/gas holder, fermentation tank, CHP unit with gas engine, feed hopper, membrane plant, propane storage tank, network entry facility and portacabin office, with associated landscaping, access and hardstanding (Houghton Lodge Farm Houghton Lane Houghton)
6. **COUNCILLOR VACANCY**

To consider steps to fill the vacancy.

Members of the public are welcome to attend any meeting of the Council

7. CLERK'S REPORT

8. NEIGHBOURHOOD PLAN

To consider the next stages in the process following the public meeting held on 24 September 2013.

9. AUTOMATED EXTERNAL DEFIBRILLATOR

To consider the next steps following the decision to install an AED at the Village Hall subject to satisfactory resolution of the issues raised by the Village Hall's committee.

10. CAR PARKING AND TRAFFIC MANAGEMENT

To consider the next steps following the public meeting held on Thursday 3 October 2013.

11. NOTICE BOARD

To consider any peripheral matters relating to the Co-op Notice Board following further issues relating to inscriptions referred to at the September meeting.

12. REMEMBRANCE DAY

To finalise arrangements for Remembrance Day.

13. REPORTS FROM VILLAGE REPRESENTATIVES ON EXTERNAL BODIES

14. TO NOTE CORRESPONDENCE RECEIVED AND AGREE RESPONSES AS APPROPRIATE

15. FINANCIAL MATTERS

- a) To receive notification of invoices received and approve payment.
- b) To receive the quarterly financial progress report.
- c) To consider the revised 2013/14 budget.
- d) To consider release of the 2012/13 grant of £2300 to Houghton Field Association.
- e) To consider release of the 2012/13 grant of £1500 to Parklife.

16. TO AGREE ITEMS FOR INCLUSION IN THE NEXT AGENDA

17. TO NOTE THE DATE OF THE NEXT MEETING

This will take place on Thursday 14 November 2013, commencing at 7.30 p.m. in the Methodist Church Schoolroom, Houghton

Signed: 

Clerk to Houghton on the Hill Parish Council

Date: 5 October 2013

Members of the public are welcome to attend any meeting of the Council