

Houghton on the Hill Parish Council

Clerk to the Council – Mr. S. Derry

66, Balmoral Road, Mountsorrel, Loughborough, Leicestershire, LE12 7EN

Tel: 0116 2303347

E-mail: clerk@houghtononthehillpc.org.uk

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 11th September 2014.

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 14 AUGUST 2014**
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. **NEIGHBOURHOOD PLAN**

Consideration of the Working Party's deliberations.
6. **FINANCIAL MATTERS**
 - a) To receive notification of invoices received and approve payment.
 - b) To consider release of the 2014/15 grant to Houghton Village Hall.
 - c) In accordance with paragraph 2 of the Policy on Grants, to consider an application from Houghton Field Association to use an awarded grant for alternative purposes.
 - d) To consider release parts of the 2014/15 grant to Houghton Field Association.
7. **TO CONSIDER THE FOLLOWING PLANNING APPLICATION(S) RECEIVED**
 - a) 14/01124/TCA – Felling of three trees (20 Main Street, Houghton)
 - b) 14/01143/FUL - Erection of single storey rear extension and erection of detached outbuilding (17 Scotland Lane, Houghton)
 - c) 14/01139/PCD – Discharge of condition 4 (parking) of 14/00389/FUL (21 Ingarsby Lane, Houghton)

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

- 8. SECTION 106 AGREEMENT - PLANNING APPLICATION 13/01641/OUT – ERECTION OF 16 HOUSES AND BUNGALOWS (2 UPPINGHAM ROAD, HOUGHTON)**
Further consideration of matters resulting from the working party deliberations to consider the detailed aspects of off-site contributions.
- 9. GRANTS 2015/16**
To consider whether to send reminders to potential applicants in view of the requirement for all applications to be received by 1 October 2014.
- 10. STANDING ORDERS**
To consider changes resulting from Openness of Local Government Bodies Regulations 2014.
- 11. COMPLAINTS PROCEDURE**
To consider modifications to the procedure to reflect the National Association of Local Council's updated Legal Topic Note.
- 12. REMEMBRANCE DAY**
To consider procedures including ordering a Royal British Legion Wreath, booking of the Village Hall, purchase of flowers and their placement on the War Memorial, the eulogy and the coding of expenditure.
- 13. COUNCILLORS' VILLAGE WALK**
To consider the date and nature of the annual inspection walk.
- 14. GRASS CUTTING**
Invitation from Leicestershire County Council to undertake cutting of highway grass within the built-up area from 2015.
- 15. ANNUAL PARISHES LIAISON EVENT**
To consider actions to combat poverty including a Parish Council role in facilitating, co-ordinating, promoting and possibly financing the work of existing groups and volunteers.
- 16. COUNCILLOR VACANCIES**
To consider steps to fill the vacancies.
- 17. CLERK'S REPORT**
- 18. REPORTS FROM PARISH COUNCIL REPRESENTATIVES ON EXTERNAL BODIES**
- 19. TO NOTE CORRESPONDENCE RECEIVED AND AGREE RESPONSES AS APPROPRIATE**
- 20. CLERK'S HALF YEARLY APPRAISAL**
- 21. TO AGREE ITEMS FOR INCLUSION IN THE NEXT AGENDA**
- 22. TO NOTE THE DATE OF THE NEXT MEETING**

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This will take place on Thursday 9 October 2014, commencing at 7.30 p.m. in the Methodist Church Schoolroom, Houghton.

Signed: *STEPHEN DERRY*

Clerk to Houghton on the Hill Parish Council

Date: 5 September 2014

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