

MINUTES OF THE MEETING OF HOUGHTON-ON-THE-HILL PARISH COUNCIL,
HELD IN THE METHODIST CHURCH SCHOOLROOM,
MAIN STREET, HOUGHTON-ON-THE-HILL,
WEDNESDAY 4th MARCH 2009, AT 8:00 P.M.

PRESENT:

Cllr. Mr. M. Stevenson (Chairman)
Cllr. Mrs. A. Sharman (Vice Chairman)
Cllr. Mrs. E. Bent
Cllr. Mr. P. Duke
Cllr. Mrs. A. Sleath
Cllr. Mrs. S. Swann
Ms A. M. Davies (Clerk)

4 members of the public, including Houghton Tree Warden, Mrs. Francesca Wall-Bray

1. APOLOGIES

Apologies from County/District Cllr. Mr. Simon Galton, District Cllr. Mrs. Amanda Burrell and Cllr. Mr. William Scott, and had been received and accepted.

2. DECLARATION OF INTEREST

Declarations of interest were to be made when agenda items were being discussed and recorded accordingly.

3. MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON THE 4th FEBRUARY 2009

The Minutes of the Meeting of the 4th February 2009 were confirmed and signed.

4. TO RECEIVE A REPORT FROM THE CHAIRMAN ON PROGRESS OF DEBATED ISSUES

The Chairman read out a report, primarily detailing the progress of issues already debated. The report was for information only. Issue arising out of this report that requires a decision from the Parish Council will be raised as agenda items as necessary (See Appendix 1, Chairman's Report to the Parish Council).

5. FINANCIAL MATTERS

Accounts to be settled:

Clerk's variable expenses for February & March	£41.89
S. Clark, bus shelter cleaning (2 x £6.50) + £20.00(bus shelter roof)	£33.00
Houghton Methodist Church, committee room hire (14 x £9.50)	£126.00
Houghton Village Hall, annual grant 2008/09	£2,000.00
Cllr. Mrs. A. Sleath, IT Meeting travel expenses. (Claim form submitted)	£13.60

- *It was **RESOLVED** that all accounts presented for payment 04/03/09 be paid in full.*

6. CORRESPONDENCE

1. Houghton Village Hall Annual Report and audited accounts 2008 – noted.

2. Six tenders and estimates for the Parish Council service contract, received from: FOCSA, Firetree (Midlands) Ltd., Ulyett Landscapes Ltd., RGM, Countryside Gardens and MITSU Landscapes

All submitted estimates will be considered by the Council under Agenda Item 10. Parish Council Service Contract.

3. Invitation to attend the Public Meeting of the Leicestershire Safer Communities Strategy Board, 19th March 2009, Council Chamber, County Hall, 6:00pm – 7:00pm.

Details have been posted on all village notice boards.

4. Request from NHS Leicestershire County and Rutland to assist in the promotion of a proactive recruitment drive to create an active public membership.

Council agreed that:

- An A4 NHS poster would be placed on each of the village notice boards.
- Houghton Pharmacy and the Post Office/ Newsagent would be asked for permission to place dispenser boxes containing membership application forms in their respective premises.

5. Letter from Mr. Alan Wells, 10, Winckley Close, requesting that Council consider the installation of additional salt/grit bins in the village – particularly in Winckley Close.

Council agreed to consider this request during the autumn 2009 Councillors' Village Walk.

6. Letter from Mr. John Gibbons, 8, Thomas Close – "Thomas Close – Snow Clearance & Gritting"
Council agreed to consider this request during the autumn 2009 Councillors' Village Walk.

7. Letter from Thurnby & Bushby Parish Council, "Allotments at Houghton on the Hill".

The letter gives notification that 8 Thurnby & Bushby parishioners, plot holders of Houghton allotments, have made verbal representation to Thurnby & Bushby Parish Council requesting that Thurnby & Bushby PC might pay the surcharge levied on non Houghton resident plot holders. The letter also seeks clarification on the issue of these surcharges.

A letter of clarification, dated 24/02/09, had been sent to Thurnby & Bushby Parish Council. The letter also advises T&B PC that all future communication regarding this matter should be addressed to Houghton Gardeners' Club, not Houghton PC. A copy of this letter had been circulated to all Houghton PC Councillors and is filed with Council's records.

The Chairman temporarily adjourned the meeting enabling Mrs. Francesca Wall-Bray, Houghton Tree Warden, to give a verbal report on the progress of the Tree Maintenance Programme. Having thanked Mrs. Francesca Wall-Bray for her report, the Chairman re-opened the formal PC Meeting.

7. TREE MAINTENANCE PROGRAMME

Weather conditions had made it impossible for previously Council approved tree maintenance days to be used in February. Council agreed that:

1. Previously approved, but unused, tree maintenance days be carried over to March.
2. In accordance with Council's Standing Orders, the signing of a cheque between PC Meetings by two Councillors as settlement of invoices presented for previously approved payment of sustenance for the volunteer village tree maintenance team be approved.
3. Settlement of this account is to be included in expenditure for the current financial year 2008/09
4. The exact amount of payment, number and issue of cheque is to be approved by resolution at the PC Meeting 01/04/09.

8. HOUGHTON PARISH COUNCIL WEBSITE

Cllr. Mrs. Ann Sleath updated the Council on research on possible PC website uses and reported on the Leicestershireparishcouncils.org Annual User Group Meeting 27/02/09, at Beaumanor Hall. The meeting had been well attended, 73 people from 51 parishes.

Council agreed that, at the discretion of the Chairman, pertinent news items could be posted on the Parish Council website between PC Meetings, i.e. without full Council approval.

Council agreed to research being undertaken on the possible posting of a history of Houghton on the Parish Council website.

Council agreed that the Houghton Parish Council website and the Leicestershirevillages.com website at <http://www.leicestershirevillages.com/> be publicised in the Houghton News. Cllr. Mrs. Ann Sleath agreed to submit such an article for publication in the April Issue of Houghton News.

9. RISK ASSESSMENT

Council agreed that the Houghton Parish Council insurance policy with Allianz Insurance Plc. adequately covers all current potential risks.

- ***It was RESOLVED that the Parish Council insurance policy with Allianz Insurance Plc. be renewed for 2009/10.***

10. PARISH COUNCIL SERVICE CONTRACT

Council considered 6 estimates submitted for Parish Council service contract work for the emptying of 2 dog waste bins and the grass cutting of Houghton Field Association field, Houghton Village Hall field and St. Catharine's churchyard.

Estimates were submitted by:

FOCSA, Firetree (Midlands) Ltd., Ulyett Landscapes Ltd., RGM, Countryside Gardens and MITSU Landscapes.

All submitted estimates are filed with Council's records.

- *It was RESOLVED that the estimate submitted by RGM for £1,610.00 NET be approved and accepted as best value for Houghton Parish Council service contract work, beginning 01/04/2009, providing the following services:*
 1. *Grass Cutting of Houghton Field Association field, maximum 14 cuts per growing season.*
 2. *Grass Cutting of Houghton Village Hall field, maximum 14 cuts per growing season.*
 3. *Grass Cutting of St. Catharine's churchyard, maximum 14 cuts per growing season.*
 4. *Once per week emptying of 2 dog-waste bins, located on Houghton Field Association field, for the financial year 2009/10*
- and that this contract be subject to annual review.*

11. VERBAL REPORTS OF REPRESENTATIVES IN RESPECT OF:

- **School Governors**
- **Village Charities**
- **Village Hall**

Cllr. Mrs. Susan Swann gave a detailed verbal report on the Village Hall Committee AGM, 10/02/09. The next meeting of the VH Committee is scheduled for Monday 11th May 2009.

- **Allotments**

Houghton Gardeners' Club AGM Thursday 5th February 2009 was cancelled, owing to extreme weather conditions, and re-scheduled for Thursday 26th February – Methodist Church Hall, Main Street, 8:00pm. Vice Chairman Cllr. Mrs. Ann Sharman, had been unavailable for the re-scheduled Houghton Gardeners' Club AGM 26/02/09.

When received, a copy of the minutes of the Houghton Gardeners' Club AGM 26/02/09 will be filed with Council's records.

The next HGC Committee Meeting is on Tues. 17th March 2009 - 7:30pm at the Old Black Horse.

- **LRALC**
- **Field Association**

Chairman Cllr. Mr. Mort Stevenson and Cllr. Mrs. Ann Sleath had accepted an invitation to attend the HFA Playground Committee Meeting, Monday 2nd March 2009, at which Produlic Ltd gave a presentation of potential plans for the location, layout, surface materials, and equipment for the proposed new playground on the HFA field.

Cllr. Mrs. Ann Sleath gave a verbal report on the HFA Playground Committee Meeting 02/03/09 and the Produlic Ltd playground presentation.

In the absence of Cllr. Mr. William Scott at this PC Meeting and his unavailability for the Quarterly HFA Committee Meeting 09/03/2009, Council agreed that Cllr. Mrs. Ann Sleath would deputise as PC Representative to the HFA at the Quarterly HFA Committee Meeting 09/03/2009.

At the PC Meeting 14/01/2009 Council requested that the PC Representative to the HFA advises the HFA of three points raised by Council as recorded in the minutes of PC Meeting 14/01/2009.

- **Rural East "Have Your Say"**

Cllr. Mrs. Susan Swann agreed to attend the next meeting of the Rural East Community Forum, Tuesday 31st March 2009 - Coplow Centre, Billesdon, 7:00pm.

- **CASCET**

When received, minutes of the CASCET Committee Meeting 12/02/09, re-scheduled Meeting 05/02/09, will be filed with Council's records. Various Eco Town, CLG, Co-op and CASCET press releases and/or e-mail up-dates had been circulated to all Councillors.

Cllr. Mrs. Eileen Bent gave an extensive verbal report on current CASCET issues, progress, potential legal actions to be undertaken and crucial forthcoming fund raising events. The Pennbury Transparency Group of Councillors on Leicester City Council have called-in the cabinet decision to continue to support the proposed Eco-town. A key element of the overview and scrutiny function is to hold the Cabinet (Executive) to account for the discharge of its functions. This can be achieved by a call-in facility that allows for the scrutiny of cabinet decisions, prior to their implementation. The cross party group used the rule to challenge the cabinet, and bring the item to full council for consideration, probably the March Council - 26th. This was done on the grounds that since the Council decision to back the Co-op plans there have been a number of reports that question the Co-op's assumptions and viability of the scheme. A viability study of the Eco-towns Programme prepared by external advisers for DCLG is due to be published shortly for each proposed scheme. This will provide more information to people wishing to respond to the consultation.

End of public consultation for Phase 2 is currently extended to Thursday 30th April 2009.

Council agreed that a PC letter, in opposition to the location of Pennbury, be sent to Margaret Beckett MP, Minister for Housing CLG, Henry Cleary, Senior Civil Servant CLG and the Co-op hierarchy.

An eco-town update article will be submitted for publication in the April Issue of Houghton News. The next CASCET Committee Meeting is scheduled for Thursday 12th March 2009 - Great Glen Parish Office, 7:30pm.

12. PLANNING APPLICATIONS

1. Planning Applications PERMITTED:

1. Planning Application 09/00056/TCA

Proposal: Felling of two trees
 Location: 4, The Rise, Houghton on the Hill, Leics. LE7 9GQ
 Date received by PC: 23/01/2009
 Overall Expiry Date: 05/02/2009
 Planning Application 09/00056/TCA permitted 18th February 2009

2. Planning Application 08/01577/CLU

Proposal: Erection of mono-pitch roof to side
 Location: 19, Firs Road, Houghton on the Hill, Leics. LE7 9GU
 Date received by PC: 15/01/09
 Overall Expiry Date: 03/02/2009
 Planning Application 08/01577/CLU permitted development 18th February 2009

3. Planning Application 08/01483/FUL

Applicant: Hey Partnership
 Proposal: Erection of two 4 bedroomed houses and detached garages
 Location: Land at 41A, Uppingham Road, Houghton on the Hill, Leics.
 Date received by PC: 28/11/2008
 Planning Application 08/01483/FUL permitted 25th February 2009

4. Planning Application 08/01519/FUL

Proposal: Erection of wall and gates
 Amended proposal description: Erection of wall and gates (retrospective)
 Location: 5, Ingarsby Lane, Houghton on the Hill, Leics. LE7 9JJ
 Date of original proposal received by PC: 15/01/2009
 Date of amended proposal received by PC: 19/01/2009
 End of Consultation: 09/02/2009
 Planning Application 08/01519/FUL permitted 2nd March 2009

2. Planning Applications TO BE CONSIDERED BY COUNCIL:

The Chairman reminded all present that the Parish Council is invited to comment on planning applications submitted for the parish but that decisions, in respect of approval or refusal, are made by the Harborough District Planning Authority and the Harborough District Planning Committee.

Prior to Council consideration of Planning Application 09/00101/TPO, the Chairman temporarily adjourned the meeting in order to enable comment from any attending public, including comment from Mrs. Francesca Wall-Bray, Houghton Tree Warden.

Having thanked the public for their comments, the Chairman re-opened the formal meeting.

1. Planning Application 09/00101/TPO

Proposal: Works to trees including the felling of a LCC TPO tree

Location: 10A, Elizabeth Close, Houghton on the Hill, Leics. LE7 9GA

Date received by PC: 07/02/2009

End of Consultation: 24/02/2009 (HDC & LCC granted date extension to 09/03/09)

Lime trees T7, T6, T5 & T4 are TPO protected. Therefore, the proposed felling of the lime tree T7 and crown reduction works to lime trees T6, T5 and T4 fall within the remit of LCC.

Beech tree T1 and lime trees T2 & T3 are not TPO protected but are subject to the Houghton on the Hill Conservation Area. Therefore, the proposed felling of the beech tree T1 and crown reduction works to lime trees T2 & T3 fall within the remit of HDC.

The Council instructed the Clerk to inform HDC Development Control Team and LCC of Council's reasons for strong objection to various proposals of Planning Application 09/00101/TPO.

The clerk was also instructed to inform HDC of the Parish Council's concerns and questions related to various aspects of the management of planning procedures in respect of this application site.

These concerns started with the submission and subsequent permission granted, 28/06/2007, for Planning Application 07/00529/FUL (Revised Scheme 02/00545/FUL) and continue up to present.

Prior to Council consideration of Planning Applications 09/00125/FUL, Chairman Cllr. Mr. Mort Stevenson declared a personal interest.

2. Planning Application 09/00125/FUL

Proposal: Single storey front extension

Location: 35, Scotland Lane, Houghton on the Hill, Leics. LE7 9GH

Date received by PC: 14/02/2009

End of Consultation: 09/03/2009

Having considered the plans, the Council had no comment to make on this application. The clerk was instructed to inform HDC Development Team accordingly.

3. Planning Application 09/00132/FUL

Proposal: Erection of two storey side extension and dormer windows to the front
(revised scheme of 08/00331/FUL)

Location: 25, North Way, Houghton on the Hill, Leics. LE7 9HR

Date received by PC: 14/02/2009

End of Consultation: 09/03/2009

Having considered the plans, the Council had no comment to make on this application. The clerk was instructed to inform HDC Development Team accordingly.

Prior to Council consideration of Planning Applications 09/00194/CON and 09/00193/FUL, Vice Chairman Cllr. Mrs. Ann Sharman, having declared a prejudicial interest in these two planning applications, withdrew from the PC Meeting and the room.

Chairman Cllr. Mr. Mort Stevenson declared a personal interest in Planning Applications 09/00194/CON and 09/00193/FUL

The Chairman temporarily adjourned the meeting in order to enable comment from the attending public. Having thanked the public for their comments, the Chairman re-opened the formal meeting.

4. Planning Application 09/00194/CON

Applicant: Mr Ray Davis

Proposal: Demolition of front wall and outbuilding (revised scheme of 08/00993/CON)

Location: Land Rear of 49 And 51 Main Street, Houghton on the Hill, Leics. LE7 9GE

Date received by PC: 26/02/2009

End of Consultation: 19/03/2009

The Council instructed the Clerk to inform HDC Development Control Team of Council’s reasons for strong objection to Planning Application 09/00194/CON.

5. Planning Application 09/00193/FUL

Applicant: Mr Ray Davis

Proposal: Erection of 4 detached dwellings and triple garage including demolition of front wall and outbuilding (revised scheme of 08/00992/FUL)

Location: Land Rear of 49 And 51 Main Street, Houghton on the Hill, Leics. LE7 9GE

Date received by PC: 26/02/2009

End of Consultation: 19/03/2009

The Council instructed the Clerk to inform HDC Development Control Team of Council’s reasons for strong objection to Planning Application 09/00193/FUL.

There being no further business to transact the meeting was closed at 9:40 pm.

SIGNED.....

CHAIRMAN

DATE.....

Appendix 1

CHAIRMAN'S REPORT TO THE PARISH COUNCIL 04/03/09

Eco Town.

Any new information received will be considered by Council under Agenda Item 11, CASCET.

LCC Highways issues

1. Concerns about the provisions made for the safety of pedestrians adjacent to the A47 in the area fronting the two service stations and the Rose & Crown public house.

LCC Highways has confirmed that action to resolve this problem is currently being considered. The delay in action being taken is owing to the complexity of the location. When LCC Highways has decided on the best course of action, avoiding any possibility of adding to the existing problems, the Parish Council will receive notification of the intended action and date of implementation.

2. Maintenance of the LCC verge adjacent to 14, Scotland Lane

LCC Highways has confirmed that the verge will be made tidy and re-seeded, the work is imminent. The grass cutting of the re-seeded verge is the responsibility of LCC Highways.

Dog waste bin

On the 18th February, an additional dog waste bin was installed at the car park end of the HFA field footpath. The precise location was at the request of the Houghton Field Association. This bin will be emptied once weekly.

Parish Council Service Contract

The Harborough District Council contract, and subsequently the Parish Council contract, with Veolia ES (UK) Ltd. expire 31st March 2009. The new Harborough District Council contract has been awarded to FOCSA.

Veolia (ES) UK Ltd. currently holds the Parish Council service contract for the emptying of 2 dog waste bins and the grass cutting of Houghton Field Association field, Houghton Village Hall field and St. Catharine's church yard.

The Parish Council has received 6 tenders and estimates for the provision of these services beginning 1st April 2009.

An estimate from FOCSA, including an annual management fee of 12.9% levied by HDC, is among the estimates received.

All submitted estimates will be considered under Agenda Item 10, Parish Council Service Contract.

Black Bag

Will Councillors please remember to circulate the "black bag".