

MINUTES OF THE MEETING OF HOUGHTON-ON-THE-HILL PARISH COUNCIL,
HELD IN THE METHODIST CHURCH SCHOOLROOM,
MAIN STREET, HOUGHTON-ON-THE-HILL,
WEDNESDAY 5th MARCH 2008, AT 8:00 P.M.

PRESENT:

In the chair: Vice-Chairman Cllr. Mrs. A. Sharman
Cllr. Mrs. E. Bent
Cllr. Mr. P. Duke
Cllr. Mr. W. Scott
Cllr. Mrs. A. Sleath
Ms A. M. Davies (Clerk)

1. APOLOGIES

Apologies from Chairman Cllr. Mr. M. Stevenson had been received and accepted
Apologies from Cllr. Mrs. S. Swann 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 6th FEBRUARY 2008

The Minutes of the Meeting of the 6th February 2008 were confirmed and signed.

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

There were no issues to report.

5. CORRESPONDENCE

1. E-mail from HGC requesting Council's help, advice or suggestions re: HGC Employers Liability insurance for club members undertaking allotment maintenance work stipulated as the club's responsibility in the tenancy agreement with the PC.

Prior to discussion on this agenda item, Cllr. Mrs. Ann Sleath declared a personal interest in the allotments.

The clerk informed the Council that the Council's insurers confirm that HGC needs Public Liability insurance in respect of the club's own legal responsibilities arising from this maintenance. However, surprise was expressed at the suggestion that the club may also be legally obliged to have Employers Liability insurance in addition to Public Liability insurance in respect of the club members. The Council's insurers suggest that the Gardeners' Club requests written confirmation from its insurers as to whether this is a requirement and why.

The Clerk was instructed to advise HGC to request written confirmation of the legal requirement of Employers Liability insurance for the club, and reasons for same. When Council is in receipt of a copy of this written confirmation, Council will deliberate the issue and inform/advise HGC accordingly.

Having received more information, and if the issue still remains unresolved by the club, then "HGC Insurance" is to be an agenda item for the PC Meeting 02/04/08.

6. FINANCIAL MATTERS

Accounts presented for payment:

Clerk's variable expenses for February & March	£56.31
S. Clark, bus shelter cleaning	£19.50
Houghton Methodist Church, committee room hire	£40.00
Houghton Village Hall, annual grant	£2,000.00
Veolia ES (UK) Ltd. Emptying of dog-waste bin	£68.15
The Old Black Horse, sustenance for village tree planting volunteers (3 days)	£102.65
James Coles & Sons (Nurseries) Ltd., trees, shrubs & related planting supplies	£2,683.99

- *It was **RESOLVED** that all accounts presented for payment 05/03/08 be paid in full.*

7. ECO TOWN

Eco Town information packs, self-explanatory update of meetings, press releases, protest meetings, time-table of events & dates and CASCET correspondence, had been distributed to all Councillors in the Meeting Pack 05/03/08.

Cllr. Mrs. Eileen Bent gave an extensive, detailed report on Eco Town events, petitions, actions and progress of CASCET.

Government announcement of the first shortlist is now expected to be later this month. If made before the HN submission deadline, details of the announcement are to be published in the next issue of Houghton News.

Should the Co-op's proposal be short-listed, an Emergency PC Meeting will be necessary to discuss and decide on PC funding commitments to ensuing opposition strategy.

The Chairman thanked Cllr. Mrs. Eileen Bent for her much appreciated commitment of time, consistent effort and hard work on behalf of the PC and the parish.

8. PLANNING APPLICATION

The Clerk reported:

1. Planning Application/s PERMITTED:

1. Planning Application 07/01908/TCA

Proposal: Work on trees

Location: 8, Main Street, Houghton on the Hill, Leics. LE7 9GD

Date received by PC: 18/01/08

Planning Application 07/01908/TCA permitted 31st January 2008

2. Planning Application 07/01653/FUL

Proposal: First floor and ground floor extensions

Location: 43, St. Catharine's Way, Houghton on the Hill, Leics. LE7 9HE

Date received by PC: 15/11/07

Planning Application 07/01653/FUL permitted 1st February 2008

3. Planning Application 07/01900/FUL

Proposal: Erection of a grain store and oil seed rape processing plant

Location: Frisby Grange Farm, Gaulby Lane, Houghton on the Hill Leics. LE7 9HB

Date received by PC: 18/01/08

Planning Application 07/01900/FUL permitted 8th February 2008

2. Planning Application/s CONSIDERED BY PC:

1. Planning Application 08/00179/FUL

Proposal: Replacement of flat roof with pitched roof over existing extension and retiling to the roof of the dwelling and garage.

Location: 87, Uppingham Road, Houghton on the Hill, Leicestershire LE7 9HL

Date received by PC: 23/02/08

Date of End of Consultation: 15/03/08

Mrs. Sherwood, 89, Uppingham Road, Houghton, attended the PC Meeting and submitted a letter of objection in reference to Application 08/00179/FUL just before the opening of the meeting. The Chairman decided that Council would consider the submission and informed Council of the letter's content under this agenda item.

Council agreed to conduct an application site visit Thurs. 06/03/08 at 10.00am – the Chairman reminded the Council that the site visit is to be conducted without conversation or discussion with the applicants, the objector or any other interested party.

Cllr. Mrs Eileen Bent, Cllr. Mrs. Ann Sleath, Cllr. Mr. William Scott and possibly Vice Chairman Cllr. Mrs Ann Sharman (if available) agreed to attend the site visit.

2. Planning Application 08/00012/FUL

Proposal: Installation of disability wheelchair access ramp with associated handrails to front

Location: 8, St. Catharine's Way, Houghton on the Hill, Leics. LE7 9HE

Date received by PC: 09/02/08

Date of End of Consultation: PC requested and received an extension date to 10/03/08

Having considered the plans the Council instructed the Clerk to inform HDC Development Control Team that the Council has no comment to make on this application.

3. Planning Application 08/00013/FUL

Proposal: Erection of first floor extension above garage

Location: 30 Firs Road Houghton on the Hill Leicestershire LE7 9GU

Date received by PC: 23/02/08

Date of End of Consultation: PC requested and received an extension date to 10/03/08

Having considered the plans the Council instructed the Clerk to inform HDC Development Control Team that the Council has no comment to make on this application.

4. Planning Application 08/00094/OUT

Proposal: Erection of four dwellings (layout and means of access to be considered) (Revised scheme of 07/01781/OUT)

Location: 32, Uppingham Road, Houghton on the Hill, Leics. LE7 9HH

Date received by PC: 09/02/08

Date of End of Consultation: PC requested and received an extension date to 10/03/08

Following deliberation of the application, the Council instructed the Clerk to notify HDC Development Control Team of the Council's reasons for strong objection to Planning Application 08/00094/OUT.

5. Planning Application 07/01050/OUT, Planning Appeal APP/F2415/A/08/2065706/WF

Proposal: Erection of one detached dwelling (all matters reserved)

Location: 8/8A St Catharine's Way, Houghton on the Hill, Leics. LE7 9HE

Planning Application 07/01050/OUT refused 3rd September 2007

The application site is designated and recorded as Important Open Land.

The Clerk was instructed to submit additional comments to the Planning Inspectorate:

[a] At the time of the original PC objection to this planning application, it was not known that a Brown Foul Sewer runs adjacent to the building at 8A, St. Catharine's Way. The department of Severn Trent Water dealing with Building Over Agreements has confirmed that in the case of an extension there would be some leeway with regards to building over or near to the sewer, but in the case of a new build it is unlikely that Building Over Agreement would be authorised.

[b] The oak tree on this application site is now under the protection of a TPO.

9. TREE PLANTING SCHEME

The Chairman temporarily adjourned the meeting so that Mrs. Francesca Wall-Bray, Houghton's Tree Warden, could update the Council on the successful completion of Phase 2 of the Village Tree Planting Scheme. A copy of the Tree Warden's report, "Tree planting, Autumn 2007 – Spring 2008", had been circulated to all Councillors in the Meeting Pack 05/03/08 and a copy is filed with Council's records.

Mrs. Francesca Wall-Bray gave an extensive verbal report and then answered any questions and/or concerns raised by Council.

Having thanked Mrs. Wall-Bray and her team of volunteer village tree planters for a second year of dedicated hard work, the results of which would be enjoyed by present and many future generations of villagers, the Chairman re-opened the formal PC Meeting.

The Clerk reminded the Council that, as stated in the Tree Warden's verbal report, the volunteer tree planting team had worked all day today, 05/03/08, and would need one more day next week to finalise their work. Council are still to receive the invoice for planters' sustenance for 05/03/08 and for one more day next week. This will conclude expenditure on Phase 2 of the Village Tree Planting Scheme well within budget.

The Chairman asked the Clerk to send individual letters of appreciation to all village volunteer tree planters, thanking them for their contribution of time and hard work, which is recognised as having been indispensable to the realisation of Phase 2 of the Village Tree Planting Scheme.

10. VILLAGE SEATS

Council deliberated the purchase of one more village seat as part of the Village Seating Plan which is part of the Parish Plan. The seat to be located, as had been requested by parishioners and recorded in the Parish Plan 2004, on the A47 verge adjacent to the Ingarsby Lane junction. Further requests for a seat in this location had also been made by parishioners during the recent tree planting activity in this area of the village.

The clerk informed the Council that the cost of one more village seat from Orchard Street Furniture Ltd, to match the new village seats purchased from this company during the current financial year, would still leave expenditure on village seating within the Council's revised 2007/08 budget.

- ***It was RESOLVED that the estimate of £368.40, net of VAT including carriage, submitted by Orchard Street Furniture Ltd., for 1 x 1800 Allington seat with pedestal base to match the existing village seats be approved as best value for the purchase of an additional seat for the Village Seating Plan which is part of the Parish Plan.***

Height from ground to top surface of the seating planks to be 18.5 inches, to comply with new height regulations.

- ***It was RESOLVED that the seat, on the A47 LCC verge to the South-East of Ingarsby Lane, be of the type with pedestal base and that this base be bolted to an edged, eight slab foundation.***
- ***It was RESOLVED that the estimate for a maximum of £161.88, net of VAT, submitted by HDC contracted labour force, The Quick Response Team, be approved as best value for the installation cost of one additional village seat, this seat being part of the Village Seating Plan which is part of the Parish Plan.***
- ***It was RESOLVED that the standard disclaimer form, required by LCC prior to the granting of license to install the proposed village seat at a precise location on the A47 LCC verge, be submitted.***

LCC Highways verbal clearance for a proposed seat on this A47 LCC verge had previously been given during the course of a site visit, 22nd December 2006, by Mr. Trevor Bishop, LCC Highways Engineer.

Council agreed to combine a site visit to confirm the precise location of the new seat with the planning application site visit to the A47, Uppingham Road, already scheduled for Thurs. 06/03/08 at 10.00am. Houghton Tree Warden, Mrs. Francesca Wall-Bray, is also to be consulted on the precise location of the seat. The Clerk is to submit the standard disclaimer form to LCC Highways when the Council has decided upon the precise location of the additional seat, 06/03/08.

The clerk was instructed to order the seat, to have the seat delivered to the Foxton storage depot and, when notified of delivery, to schedule a suitable date for installation.

11. INSURANCE

Cllr. Mrs. Ann Sleath asked for clarification of some aspects of the Council’s insurance cover.

The clerk confirmed that:

[a] The village volunteer tree planters are covered by the Council’s Public Liability and Employers Liability Insurance.

[b] Members of the Parish Council and the Clerk are also covered by Officials Indemnity and Libel & Slander Insurance.

Although the village seats are covered by the Council’s Public Liability Insurance, Council agreed to deliberate the merits of additional replacement/damage insurance for the seats before the renewal date of the policy, 01/06/08.

12. VERBAL REPORTS OF REPRESENTATIVES IN RESPECT OF:

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

Cllr. Mrs Ann Sharman attended the Village Hall AGM, 18/02/08. The Committee is well aware of the traffic flow congestion problems caused by the periodic parking of cars along both sides of Main Street, a problem prevalent when functions of significant size are booked for the Village Hall and/or St. Catharine’s Church. The Committee is in the process of forming strategies to deal with these problems.

The Village Hall is committed to considerable expense this year: Professional re-planning and rebuilding of the kitchen layout including a new cooker. The engagement of a professional cleaning company contracted to carry out regular cleaning of the Village Hall – this has already started. The Committee welcomed Houghton Tree Warden’s advice/suggestions for hedge refurbishment and tree maintenance. The next meeting of the Village Hall Committee is 24/04/08

- **Allotments**

Cllr. Mrs. Ann Sharman was unable to attend the HGC Committee Meeting 07/02/08. The minutes of the HGC Committee Meeting 07/02/08 are filed with Council’s records. The next meeting of the HGC Committee is 24/04/08.

- **LRALC**
- **Field Association**
- **Have your Say**

There being no further business to transact the meeting was closed at 9:25 pm.

SIGNED.....

CHAIRMAN

DATE.....