

MINUTES OF THE MEETING OF HOUGHTON-ON-THE-HILL PARISH COUNCIL,
HELD IN THE METHODIST CHURCH SCHOOLROOM,
MAIN STREET, HOUGHTON-ON-THE-HILL,
WEDNESDAY 7th JULY 2010, AT 8:00 P.M.

PRESENT:

Cllr. Mr. Mort Stevenson (Chairman)
Cllr. Mrs. Ann Sharman (Vice Chairman)
Cllr. Mrs. Eileen Bent
Cllr. Mr. Peter Duke
Cllr. Mr. William Scott
Cllr. Mrs. Ann Sleath
Cllr. Mrs. Susan Swann
Ms. A. M. Davies (Clerk)

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

Chairman Cllr. Mr. Mort Stevenson opened the PC Meeting by acknowledging the leaving of the village by Reverend Paula Hollingsworth, and requested that a letter of appreciation be sent by the Council to thank the Reverend for her greatly appreciated contribution to village life for nearly nine years.

1. APOLOGIES

Apologies from District Cllr. Mrs. Amanda Burrell 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 2nd JUNE 2010

The Minutes of the Meeting of the 2nd June 2010 were confirmed and signed.

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

Chairman Cllr. Mr. Mort Stevenson did not have anything new to report.

5. FINANCIAL MATTERS

1. Accounts presented for payment:

Harborough District Council, cleaning of village seats (£98.37 + VAT)	£ 115.58
Hamilton Forms, printing of Houghton Village Directory	£ 65.00
Supplies Team (ESPO contract), PC Office consumables – ink cartridges	£ 17.32
Houghton Village Hall, hire of hall for RCC competition display	£ 10.00
LRALC, Councillor training fee for Standing Orders Workshop	£ 10.00
E. A. Sleath, Councillor travel expenses. Claim form submitted	£ 9.60

- ***It was RESOLVED that all accounts presented for payment 07/07/10 be paid in full.***

6. CORRESPONDENCE

1. LRALC June 2010 Newsletter. – Noted.

2. Letter from LCC Highways Re: Open Space, Adjacent to 28, Linwal Avenue – ownership and responsibility for grass cutting & maintenance of this open space.

Following recent investigation and enquiries by LCC with the Land Registry it has been confirmed that this land is unregistered. Historically LCC has been cutting the grass on this land. The letter advises the PC that LCC will continue in the cutting of the grassed area. - Noted.

The clerk was asked to establish the responsibility for maintenance of the grass verge at the top end of the Seven Locks Housing rented garages off Weir Lane and to request grass cutting maintenance of same. The Clerk was also asked to re-enforce the Council's numerous previous requests to Seven Locks Housing in respect of the renovation or replacement of the unacceptably rusty, unsightly and generally dilapidated metal post that precariously supports the security light to the right of the access to the Seven Locks Housing garages off Weir Lane.

3. Letter from HDC Re: Local Government (Miscellaneous Provision) Act 1982, Review of street trading in Harborough District Council's Area. -Noted and considered.

Council did not have any comment to submit at this time.

4. Letter from RCC: Invitation to RCC members to apply to become a trustee of the charity including details of application procedure and application form. Date deadline for applications is 12:00, Friday 20th August 2010. - Noted.

5. Letter from HDC: Invitation to send one PC representative to attend Harborough Local Development Framework – Core Spatial Strategy Housing Workshop, Wednesday 28th July 2010 at 6pm in the Council Chamber at the Council Offices in Market Harborough. - Noted and considered. Cllr. Mr. William Scott, PC Planning Representative, volunteered to attend the HDC Workshop 28/07/10.

6. E-mail, 28/06/10, from Steve McCue, Park Life Committee, thanking Councillors who attended the Informal PC/Park Life Meeting 14th June 2010 for the time and consideration given to this meeting. E-mail also gives written confirmation that Park Life is in the process of changing the mandate with their bank in order to have a separate bank account and that Park Life accounts have recently been audited. A copy of the audited accounts, in accordance with the PC Policy on Grants, will be forwarded to the PC in the very near future. - Noted.

7. INFORMAL MEETING OF PC REPRESENTATIVES WITH PARK LIFE REPRESENTATIVES, 14/06/2010

All Councillors had received a copy of Cllr. Mr. Peter Duke's written report on the Informal Meeting of PC representatives with Park Life Committee representatives. A copy of the report is filed with Council's records.

Cllr. Mr. Peter Duke gave an extensive verbal report on the Informal Meeting 14/06/2010.

Present at the meeting were: Chairman Cllr. Mr. Mort Stevenson, Vice Chairman Cllr. Mrs. Ann Sharman, Cllr. Mr. Peter Duke, Steve McCue (Vice Chairman of H.F.A.), Zoe Carey (Chairman of Park Life Committee) and Julie Hardman (Member of Park Life Committee)

It was generally agreed, by all present, that the meeting had been a successful and worthwhile event and a firm foundation of understanding had been laid.

At the meeting 14/06/2010, Park Life representatives had requested that a member of the PC might be appointed to serve on their committee in order to ensure a good level of common understanding of future developments.

With the unanimous agreement of full Council, Chairman Cllr. Mr. Mort Stevenson was appointed PC Representative to Park Life.

The Chairman temporarily adjourned the meeting to allow Mrs. Francesca Wall-Bray, Houghton Tree Warden, to give a verbal report on the progress of the Tree Maintenance Programme and the Village Tree Planting Scheme.

Having thanked Mrs. Wall-Bray for her report, the Chairman re-opened the formal PC Meeting.

8. TREE MAINTENANCE PROGRAMME

The LCC Highways verge adjacent to 14, Scotland Lane is again grossly overgrown and in need of maintenance by LCC Highways. The newly planted hedging whips are being overwhelmed by brambles and weeds. The clerk was requested to notify LCC of this recurring issue.

9. HOUGHTON ON THE HILL PARISH COUNCIL WEBSITE

Council was not presented with any new issues for consideration or decision.

10. RCC VILLAGE/COMMUNITY ACHIEVEMENT AWARDS 2010

Vice Chairman Cllr. Mrs. Ann Sharman gave a verbal report on the visit to the village of the RCC Competition judging panel, 21/06/2010. Present were Chairman Cllr. Mr. Mort Stevenson, all members of the RCC Competition Working Party (Vice Chairman Cllr. Mrs. Ann Sharman, Cllr. Mrs. Eileen Bent, Cllr. Mr. Peter Duke and Houghton Tree Warden Mrs. Francesca Wall-Bray), Dr. Keith Oldham and Parish Clerk Miss Anita Davies.

Chairman Cllr. Mr. Mort Stevenson welcomed the three visiting judges to Houghton village. Whilst refreshments were served in the Village Hall, the judges looked at, showed genuine interest in, and asked many questions about the display of photographs, documents and other exhibits that demonstrated and emphasized that this project had involved the whole village community. The judges were then taken on a comprehensive guided tour of the village by Cllr. Mrs. Eileen Bent and Mrs. Francesca Wall-Bray, Houghton Tree Warden.

Before leaving the village, as a tangible reminder of their visit to Houghton, each judge was presented with a folder containing reference to all aspects of the village competition entry. The results of the competition will be known by September 2010. It is hoped that the village will do well and, irrespective of the results, all members of the PC Working Party agree that working on this community project had been a very enjoyable experience.

Vice Chairman Cllr. Mrs. Ann Sharman thanked everyone who had contributed to the project.

Chairman Cllr. Mr. Mort Stevenson also thanked members of the RCC Working Party and parishioners for their greatly appreciated contribution to the realisation of this community project.

11. HOUGHTON ON THE HILL VILLAGE DIRECTORY

Cllr. Mr. Peter Duke reported that 800 copies of the "Houghton Village Directory July 2010" have been received from Hamilton Forms Printers. Approximately 30% of the directories will be distributed by 1st Houghton Guides under the supervision of Mrs. Sue Hodges.

Parishioners Mrs. Linda Maclean and Mrs. Gillian Green have already distributed directories to all properties on The Heights.

Each Councillor and the clerk received a copy of the directory, and a copy was also circulated among the attending public. A distribution pack of village directories was given to Councillors and Mrs. Francesca Wall-Bray, Houghton Tree Warden, who had offered to assist in the distribution of the directories. Successful completion of distribution will be duly reported.

Cllr. Mr. Peter Duke thanked everyone involved with the production and distribution of the Houghton Village Directory, July 2010.

Council agreed that a letter of appreciation would be sent to Mrs. Linda Maclean, Mrs. Gillian Green, Mrs. Sue Hodges and 1st Houghton Guides.

12. HOUGHTON ON THE HILL PARISH PLAN

Merely for information, a copy of extensive notes on the Parish Plan Review Meeting 16/06/10 had been circulated in the Meeting Pack to all Councillors.

The purpose of the Parish Plan Review Meeting was to revisit Houghton Village Parish Plan, published 2004, with a view to identifying potential new projects, additions and/or revisions.

Cllr. Mr. Peter Duke gave a comprehensive verbal report on the Parish Plan Review Meeting 16/06/10.

Council agreed that "Village Seat Maintenance" will be an agenda item for the next PC Meeting. Council will consider the re-staining of the village seats.

13. PLANNING APPLICATIONS

The clerk reported:

1. Planning Applications PERMITTED:

1. Planning Application 10/00687/TCA

Applicant: Seven Locks Housing

Proposal: Works to and felling of trees

Location: Sheltered Accommodation, St Catharine's Terrace, Houghton on the Hill, Leics.

Planning Application 10/00687/TCA permitted 1st July 2010

2. Planning Applications CONSIDERED BY PC:

The Chairman temporarily adjourned the meeting to allow Mrs. Francesca Wall-Bray, Houghton Tree Warden, to comment on Planning Application 10/00820/TCA.

Having thanked Mrs. Wall-Bray for her comments, the Chairman re-opened the formal PC Meeting.

1. Planning Application 10/00820/TCA

Proposal: Felling of tree
 Location: 22, Main Street, Houghton on the Hill, Leics. LE7 9GD
 Date received by PC: 26/06/2010
 End of Consultation: 17/07/2010

Council continues to be opposed to any unnecessary felling of trees. However, with the proviso that the Norway Spruce might be replaced with a tree appropriate for this location, Council had no comment to make on the proposal of Planning Application 10/00820/TCA. The clerk was instructed to inform HDC Development Control accordingly.

2. Planning Application 10/00831/FUL

Proposal: Erection of a detached garage
 Location: 77, Uppingham Road, Houghton on the Hill, Leics. LE7 9HL
 Date received by PC: 26/06/2010
 End of Consultation: 17/07/2010

Having considered the plans the Council instructed the clerk to inform HDC Development Control Team of the Council's reasons for objection to this application.

3. Planning Application 10/00868/NMA

Proposal: Non-material amendment to alter size of chimney (09/01482/FUL)
 Location: 3, Forsells End, Houghton on the Hill, Leics. LE7 9HQ
 Date received by PC: 03/07/2010
 End of Consultation: 17/07/2010

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 10/00894/FUL

Applicant: Ms Monica Vonderasek-Price
 Proposal: Installation of first floor window to side elevation
 Location: 22, Main Street, Houghton on the Hill, Leics. LE7 9GD
 Date received by PC: 03/07/2010
 End of Consultation: 28/07/2010

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.

14. VERBAL REPORTS OF REPRESENTATIVES IN RESPECT OF:

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

Cllr. Mr. Peter Duke reported that, whilst St. Catharine's Church is in an interregnum, he has offered to be the keeper of documentation related to Houghton charities.

- **Village Hall**

Cllr. Mrs. Susan Swann reported that the next Village Hall Committee Meeting is scheduled for Wednesday 25th August 2010.

- **Gardeners' Club**

Vice Chairman Cllr. Mrs. Ann Sharman gave a verbal report on the HGC Committee Meeting 22/06/2010.

Minutes of the HGC Meeting 22/06/2010 are filed with Council's records.

The next HGC Committee Meeting is scheduled for a Tuesday in November – date to be decided.

- **LRALC**

Cllr. Mrs. Ann Sleath gave a verbal report on the LRALC Standing Orders Workshop 05/07/2010. Council agreed to the formation of a Standing Orders Working Party. The purpose of this working party is to consider the NALC Model Standing Orders for Local Councils 2010 in order to produce a draft copy of Standing Orders amended, with the exception of standing orders in bold type that reflect statutory requirements, to meet the particular requirements appropriate and pertaining to Houghton on the Hill Parish Council.

Cllr. Mrs. Ann Sleath volunteered to liaise with other Councillors in order to form the agreed Standing Orders Working Party. Working party recommendations are to be presented for full Council consideration at a future PC Meeting.

- **Field Association**

Cllr. Mr. William Scott reported that, due to unforeseen circumstances, he had been unable to attend the Quarterly HFA Committee Meeting 07/06/12 and that his apologies for absence had been sent to the HFA Committee. The AGM of HFA is scheduled for Monday, 13th September 2010 at 7:30pm in Houghton Pavilion, to be followed by the Quarterly HFA Committee Meeting on the same date.

- **Rural East “Have Your Say”**

Cllr. Mrs. Ann Sleath gave a verbal report on the Rural East “Have Your Say” Meeting 30/06/2010

- **HDC Planning**

Cllr. Mr. William Scott, PC Planning Representative, volunteered to attend the HDC Workshop 28/07/10. (See Agenda Item 6. Correspondence 5.)

- **CASCET**

Cllr. Mrs. Eileen Bent reported that a letter has been received by CASCET from the Housing Minister confirming that all decisions on development are now a local matter and that central government will not be involved and will not impose. Harborough District Council will have the final responsibility for deciding housing numbers and locations which will be contained in the Local Development Framework proposals which will be announced soon.

If nothing large-scale is planned in the area between Houghton on the Hill, Stoughton and Great Glen then the Co-op will be requested by CASCET to formally abandon their development plans which are still with HDC planners.

The next Parish Council Meeting is scheduled for Wednesday 1st September 2010, at 8:00pm in the Methodist Church Schoolroom.

The Chairman concluded the meeting by advising the Council that although the next Parish Council Meeting is scheduled for 01/09/10, August usually being the Council’s “rest” month, should circumstances necessitate a PC Meeting in August; Council will receive the usual timely notification, agenda and date of such a PC Meeting. The agenda and date will also be posted on the three village notice boards, giving the public the required number of days notice of any extra PC Meeting.

There being no further business to transact the meeting was closed at 9.25 pm.

SIGNED.....

CHAIRMAN

DATE.....