

# Houghton on the Hill Parish Council

## MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE METHODIST CHURCH SCHOOLROOM, MAIN STREET, HOUGHTON ON THE HILL, ON THURSDAY 8<sup>th</sup> August 2013, AT 7.30 PM

### PRESENT:

**Members:** Cllr. Mr. H. Francis (Chairman), Cllr. Mrs. A. Sleath (Vice Chairman), Cllr. Mrs. S. Swann, Cllr. Mr. S. Sims.

**Clerk:** Mr. S. Derry

**Members of the Public:** There were 3 members of the public present including district Councillors Amanda Burrell and Peter Elliott.

		ACTION
01-08/13	<b>APOLOGIES FOR ABSENCE</b> Apologies were received and accepted from Cllr. Mrs. R. Hamilton and Cllr. Mrs. H. McSweeney.	
02-08/13	<b>NOTIFICATION OF DECLARATIONS OF INTEREST</b> None was received.	
03-08/13	<b>CONFIRMATION OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 11 JULY 2013</b> It was <b>resolved</b> that the minutes be confirmed. The minutes were duly signed by the Chairman.	
04-08/13	<b>INFORMAL PUBLIC PARTICIPATION SESSION</b> Mike Hearn, Houghton Broadband Co-ordinator, explained the progress being made on the upgrade to Superfast Fibre Broadband.	
05-08/13	<b>PLANNING APPLICATIONS</b> <b>a)</b> 13/00967/OUT - Erection of an agricultural dwelling (access and layout to be considered only) (Hollies Farm, Tilton Lane, Billesdon) <b>Resolved</b> to submit a 'has <b>NO COMMENTS</b> ' response.	Clerk
	<b>b)</b> 13/01026/CLU - Certificate of lawfulness for proposed development of single storey rear extension (65 Uppingham Road, Houghton) <b>Resolved</b> to submit a 'has <b>NO COMMENTS</b> ' response.	Clerk
	<b>c)</b> 13/01017/TPO - Works to one Lime tree (9 Main Street, Houghton) <b>Resolved</b> to submit a 'has <b>NO COMMENTS</b> ' response.	Clerk
	<b>d)</b> 13/00927A – Erection of a detached garage (25 Uppingham Road, Houghton) <b>Resolved</b> to submit a 'has <b>NO COMMENTS</b> ' response.	Clerk

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	<p>e) 13/01044/FUL - Erection of two storey and single storey rear extensions, including demolition of existing outbuildings for pool and detached double garage (revised scheme of 13/00648/FUL) (51 Main Street, Houghton)</p> <p><b>Resolved</b> to submit a 'has <b>NO COMMENTS</b>' response.</p>	Clerk
	<p>f) 13/01083/FUL - Erection of ground and first floor rear/side extensions (2 Gaulby Lane, Houghton)</p> <p><b>Resolved</b> to submit a 'has <b>NO COMMENTS</b>' response.</p>	Clerk
06-08/13	<p><b>CLERK'S REPORT</b> The Clerk's report was received and accepted.</p>	
07-08/13	<p><b>HOUGHTON GAMES</b> Councillor McSweeney had provided a written report which indicated that arrangements were in hand for the event to be held on 26 August 2013.</p>	
08-08/13	<p><b>NEIGHBOURHOOD PLAN</b> Arrangements had been confirmed for the public meeting which was taking place at 7.30 p.m. on Tuesday 24 September 2013 in the Methodist Church Schoolroom and an article was being included in the August edition of Houghton News.</p> <p>It was <b>resolved</b> that Sam Howlett, Senior Community Development Officer, Rural Community Council be invited to the meeting.</p>	Clerk
09-08/13	<p><b>AUTOMATED EXTERNAL DEFIBRILLATOR</b> Positive responses had been received from some of the organisations on whose premises the cabinet might be fitted. Responses were awaited from others.</p> <p>Caroline Holmes, Senior Associate, Patient Services, Arrhythmia Alliance, the Heart Rhythm Charity, in response to an enquiry as to the period of time for which it would be possible to purchase the cabinet for £1,500, had indicated that the time span was usually between 3 and 6 months. She would, however, be prepared to look at the Parish Council's position at the end of each 3 month period to ascertain what help could be provided for further fundraising.</p> <p>No progress could be made in inviting organisations to contribute towards the cost of purchasing and installing the cabinet until the likely location had been determined.</p> <p>Emma Harrison, Conservation Officer/Planning Officer (East), Harborough District Council had indicated that Conservation Area Consent was not required although planning permission (costing £97.50) might be needed if the cabinet was to be installed on the external wall of a non-residential premise. If the building was listed then Listed Building Consent, which was free, would be required. She explained that her advice related only to Town and Country Planning Acts and advised the Parish Council to ensure that other consents and restrictions were addressed.</p>	

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10-08/13	<p><b>PARISH COUNCIL MINUTES 1998 TO 2006</b></p> <p>A suitable book binder had been located and enquiries as to the cost and practical aspects had been addressed and a sample of his work had been provided.</p> <p>It was <b>resolved</b>:</p> <ul style="list-style-type: none"><li>a) That Ray Young of Syston be requested to bind the minutes at a cost of £20 per book.</li><li>b) That black covers be provided with gold lettering on only the spine.</li><li>c) That the minutes be divided to form either two or three books and that minutes later than 2006 be included if appropriate.</li><li>d) That expenditure not exceeding £60 plus carriage be approved.</li></ul>	Clerk
11-08/13	<p><b>CAR PARKING AND TRAFFIC MANAGEMENT</b></p> <p>Cllr. Francis reported that early indications were that approximately two thirds (<math>\frac{2}{3}</math>) of questionnaires had been returned and the analysis was now being undertaken. Textual comments were likely to be summarised and not reported verbatim. The Parish Council's ultimate decisions would include consideration of the questionnaire responses and feedback from the further public meeting.</p>	
12-08/13	<p><b>NOTICE BOARD</b></p> <p>Malcolm Lomax, a resident, had provided drawings showing a suggested style of inscribed header for the Co-op Notice Board. It was <b>resolved</b>:</p> <ul style="list-style-type: none"><li>a) To request Mr. Lomax to proceed with the inscription.</li><li>b) That the inscription will state '2012 Houghton Parish Council 2012'.</li><li>c) That an internal notice acknowledging the various contributions be included.</li></ul> <p><i>Note: The original wording of the internal notice which had been determined prior to Mr. Lomax's assistance was 'Supplied by Norray Joinery Ltd. 2012 with financial assistance from Midlands Co-operative Society Ltd.'</i></p>	Cllr. HF
13-08/13	<p><b>REPORTS FROM VILLAGE REPRESENTATIVES ON EXTERNAL BODIES</b></p> <p>Councillor McSweeney had provided a written report following a meeting of the Houghton Field Association Working Party which she had attended.</p> <p>Councillor Hamilton had provided a written report following a meeting of the Villlage Hall Committee which she had attended.</p>	



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**17-08/13** | **DATE OF NEXT MEETING**

The next meeting will be held on Thursday 12 September 2013, commencing at 7.30 p.m. in the Methodist Church Schoolroom, Houghton.

The meeting closed at 8.32 p.m.

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Chairman  
12 September 2013