

# 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 9<sup>th</sup> OCTOBER 2014, AT 7.30 PM

### PRESENT:

**Members:** Cllr. Mr. H. Francis (Chairman), Cllr. Mrs. A. Sleath (Vice Chairman), Cllr. Mrs. H. McSweeney, Cllr. Mr. P. Lutman (co-opted member 9/10/14).

**Clerk:** Mr. S. Derry

**Members of the Public:** There were 5 members of the public present at the commencement of the meeting.

		ACTION
01-10/14	<b>APOLOGIES FOR ABSENCE</b> Apologies were received and accepted from Cllr. Mrs. R. Hamilton and Cllr. Paul Hart.	
02-10/14	<b>NOTIFICATION OF DECLARATIONS OF INTEREST</b> Councillors Francis, Sleath and McSweeney declared a disclosable pecuniary interest in respect of agenda item 10 (Allotments – Uppingham Road) and would therefore ordinarily not vote or participate in discussions on the matter. However, the Councillors had each completed a Dispensation Request Form on the grounds that the number of persons prohibited from participating in any particular business would be so great a proportion of the body transacting the business as to impede the transaction of the business.  It was <b>resolved</b> that a dispensation be allowed for the period from 9 October 2014 to 8 October 2018.	
03-10/14	<b>CONFIRMATION OF MINUTES OF THE PARISH COUNCIL MEETING HELD ON 11 SEPTEMBER 2014</b> It was <b>resolved</b> that the minutes be confirmed. The minutes were duly signed by the Chairman.	
04-10/14	<b>COUNCILLOR VACANCIES</b> It was <b>resolved</b> that, with immediate effect, Peter Lutman be approved as a co-opted member of the Parish Council. He signed his 'Declaration of Acceptance of Office' which was witnessed by the Clerk and commenced active duty as a co-opted member.  It was <b>resolved</b> that Councillor Lutman would:  a) attend the LRALC Councillor training and development for new Councillors course at a cost of £35 and would be reimbursed for travelling.  b) be set up to view the Parish Council's bank accounts.	Cllr. PL, Clerk

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## 05-10/14 **INFORMAL PUBLIC PARTICIPATION SESSION**

An allotment holder spoke in respect of agenda item 10 (Allotments – Uppingham Road) and asked whether the Parish Council was selling the allotments although he felt that legal provision existed that prevented building on the land or its sale. He also requested sight of the conveyance or other legal documentation relating to the site which might clarify these aspects. Councillor Francis stated that the rumour circulating that the Parish Council was selling the allotments was false.

## 06-10/14 **ALLOTMENTS – UPPINGHAM ROAD**

Andrew Granger & Co. – Property Consultants, had requested a meeting with the Parish Council to confirm that the allotments were in its ownership with a view to exploring whether there might be a way forward in respect of development potential.

It was **resolved** to:

- a) Indicate to Andrew Granger & Co. that the matter was still under consideration.
  
- b) Investigate whether legal provision existed that prevented building on the land or its sale.

## 07-10/14 **NEIGHBOURHOOD PLAN**

It was reported that the public meeting held on 24 September 2014 had been attended by 16 members of the public comprising:

- Councillors and spouses (6 no.)
- Guest speaker
- Clerk to the Parish Council.
- Other residents (8 no.)

Two residents had also contacted the clerk to say they would like to be involved but were unable to attend the meeting. Excluding Councillors/Councillors' spouses, only 4 residents had subsequently expressed an interest in being involved in the process. None expressed an interest in holding a leadership role.

Councillors felt that as two public meetings, a leaflet drop to all residents and extensive publicity had failed to elicit sufficient public support to proceed, it was difficult to imagine what further steps could be taken.

Councillors Francis and Sleath had attended a Neighbourhood Planning meeting at County Hall, Glenfield on 30 September 2014 which had been informative and had explained the advantages and disadvantages of adopting a plan.

Clerk

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	It was <b>resolved</b> that:	
	<ul style="list-style-type: none"> <li>a) Two Councillors including Councillor Francis would visit Harborough District Council to ascertain what development was planned for the village and would then advise the Parish Council accordingly.</li> <li>b) They would be reimbursed for travelling.</li> </ul>	All Cllrs.
<b>08-10/14</b>	<b>FINANCIAL MATTERS</b>	
	<p><b>a) Invoices received and approval of payment.</b> It was <b>resolved</b> to approve the payments detailed in the Schedule of Payments as circulated by the Clerk with the agenda.</p>	Clerk
	<p><b>b) Quarterly Financial Progress Report</b> It was <b>resolved</b> that the report, comprising details of expenditure, income and bank reconciliations for the period from 1 July to 30 September 2014 be accepted.</p>	
	<p><b>c) Revised 2014/15 Budget</b> A financial summary showing original 2014/15 budget, expenditure and income to 30 September 2014 and forecast expenditure and income at 31 March 2015 had been circulated to Councillors with the agenda. It was <b>resolved</b> that the revised forecast expenditure and income at 31 March 2015 be approved as the revised budget 2014/15.</p>	Clerk
	<p><b>d) Houghton Field Association</b> In accordance with the provisions of paragraph 2 of the Policy on Grants, Houghton Field Association had requested a transfer from the roofing grant to the newly created one for repair and refurbishment in respect of works to the pavilion. It was <b>resolved</b> that the transfer be approved and that the grant request of £810.00 in respect of works to the pavilion be paid.</p>	Clerk
	<p><b>e) Houghton Field Association</b> .At its meeting in September 2014, the Parish Council had considered a similar request (to that shown at minute 08-10/14d) for the payment of £160 in respect of replacing goal sockets which had been refused.</p> <p>The Chairman of Houghton Field Association had written to the Parish Council requesting that the decision be reconsidered for which he supplied supporting evidence. It was felt that the grounds for refusal (minute 07-09/14c iii refers) were still valid and the resolution therefore remained.</p>	Clerk
<b>09-10/14</b>	<b>PLANNING APPLICATION</b>	
	14/01239/TCA – Works to tree (50 Main Street, Houghton)	
	<b>Resolved</b> to submit a ‘has <b>NO COMMENTS</b> ’ response.	Clerk

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10-10/14	<p><b>FOOTPATHS C50 (FROM BRIDLEWAY C47 TO MAIN STREET) AND D10 (FROM CHURCH, TO HOME CLOSE ROAD AND THEN FROM HOME CLOSE ROAD TO UPPINGHAM ROAD)</b></p> <p>Leicestershire County Council's Senior Access and Development Officer (Rights of Way) was seeking to make modifications to the footpaths for which the Parish Council's agreement was requested. The modifications comprised apparent errors between definitive maps and the actual pathways.</p> <p>It was <b>resolved</b> to confirm that the Parish Council did not object to the suggested amendments.</p>	Clerk
11-10/14	<p><b>REMEMBRANCE DAY</b></p> <p>Cllr. Hamilton had provided a written report to the effect that arrangements were in hand and that there were no matters which needed to be brought to the attention of Councillors for which a resolution was required.</p>	
12-10/14	<p><b>VILLAGE WALK</b></p> <p>On 27 September 2014 four Councillors had undertaken the annual Village Walk to inspect and assess the condition of street furniture in its ownership and to review the general state and condition of roads, paths and hedges. Although most assets were in good condition requiring no action and were unlikely to cause accidents, the following suggested remedial actions were considered:</p> <p>a) The dog bin near the tennis courts and the children's play area was covered in graffiti and had been partially knocked over</p> <p>It was <b>resolved</b> to write to Houghton Field Association to request remedial action.</p> <p>b) The Noticeboard on Linwal Avenue was showing signs of wear and tear and small parts of the wood were rotting.</p> <p>It was <b>resolved</b> to monitor its condition. Councillors noted that a resident, Mr. Liquorish had provided a quotation for its replacement.</p> <p>c) The Noticeboard on the A47 close to The Heights was showing signs of wear and tear and small parts of the wood were rotting.</p> <p>It was <b>resolved</b> to monitor its condition.</p> <p>d) Several drain covers on Firs Road and Home Close Road were in poor condition and needed repairing, in particular those outside numbers 21, 25, 26, 36 and 38 Holme Close Road.</p> <p>It was <b>resolved</b> to write to Leicestershire County Council to request remedial action.</p>	Clerk
		All Cllrs.
		All Cllrs.
		Clerk

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|---|-------|
| e) There was a cracked pavement outside 40 Home Close Road.<br><br>It was <b>resolved</b> to write to Leicestershire County Council to request remedial action.   | Clerk |
| f) Ironworks were raised outside 4 Firs Road.<br><br>It was <b>resolved</b> to write to Leicestershire County Council to request remedial action.   | Clerk |
| g) There was a large pothole in Scotland Lane opposite number 33.<br><br>It was <b>resolved</b> to write to Leicestershire County Council to request remedial action.   | Clerk |
| h) Excessive weeds were growing on the footpath between Linwal Avenue and the A47.<br><br>It was <b>resolved</b> to write to Leicestershire County Council to request remedial action.  | Clerk |
| i) The floodlight leading to the garage parking owned and maintained by Seven Locks housing off Weir Lane was broken.<br><br>It was <b>resolved</b> to write to Seven Locks Housing and request remedial action.  | Clerk |
| j) The pathway/road in the garage parking area owned and maintained by Seven Locks was in poor condition and there were trip hazards.<br><br>It was <b>resolved</b> to write to Seven Locks Housing and request that the area be repaired.  | Clerk |
| k) Street light number 19 on Main Street was not working.<br><br>It was <b>resolved</b> to write to Leicestershire County Council to request remedial action.<br><br><i>Clerk's note:<br/>It was later reported that the street light was working. The incident report was therefore withdrawn.</i> | Clerk |
| l) Street light adjacent to the footpath on Chapel Close was not working.<br><br>It was <b>resolved</b> to write to Leicestershire County Council to request remedial action.   | Clerk |
| m) A tree was masking the street light outside 4 Firs Road.<br><br>It was <b>resolved</b> to write to Leicestershire County Council to request remedial action.   | Clerk |

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- n) A street light on the north side of Home Close Road was not working.

It was **resolved** to write to Leicestershire County Council to request remedial action.

*Clerk's note:*

*On 12/10/14 it was reported that the street light was working. Therefore no further action was taken.*

Clerk

- o) Gridlocked traffic outside the Co-op store in Main Street.

It was **resolved** to:

- i) Revisit the issue of parking in this area of the village.
- ii) Contact the Co-op with a view to them unlocking their gates to enable lorries to reverse into their yard.
  
- iii) Explore with Leicestershire County Council if lines could be painted on the junctions/ bollards placed on the paths by the junction.

Cllr. HF

Clerk

- p) The majority of Neighbourhood Watch signs were in a very poor state of repair.

It was **resolved** to write to Mary Woodcock who, it was understood, co-ordinated Neighbourhood Watch activities to explain the Parish Council's observations and to ascertain which signs required replacement. The Parish Council would consider her response at its meeting in November 2014.

Clerk

- q) The footway at the junction of St. Catharine's Way and Main Street close to the Village Hall and opposite the Church had a severe dip in which rainwater gathers.

It was **resolved** to write to Leicestershire County Council to request remedial action.

Clerk

- r) Kerbs on Firs Road close to the jitty running to the playing fields pavilion are not lowered which makes access by wheelchairs and buggies difficult.

It was **resolved** to defer consideration to the Parish Council meeting in November 2014.

Clerk

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- s) A resident had reported that getting from the Houghton Field to Weir Lane across the car park was extremely difficult in a wheel chair due to the poor condition of the car park and enquired as to whether it would be possible to 'pave' a path across the car park. Councillors agreed that the car park was in a poor condition although the ideal remedial works could be expensive. It was understood that Houghton Field Association (HFA) was investigating possible solutions. Councillors understood that Main Street was scheduled for resurfacing and felt that it might be possible for the removed surface scrapings to be reused to fill potholes and level the surface although a whacker plate would be needed. Any work on the car park would be subject to the approval of HFA.

It was **resolved** to write to Leicestershire County Council to ascertain the feasibility and cost if this option was viable.

Clerk

- t) A resident had reported that upon entering Weir Lane from Houghton Field, the section of path from the car park to the road does not have a suitable ramp or dropped kerb which makes access difficult for push chairs and disabled vehicles.

It was **resolved** to write to Leicestershire County Council to request consideration of installing dropped kerbs.

Clerk

- u) A resident had expressed concern over the alleged lack of maintenance to the new park at Houghton Field. Weeds were sprouting over the mound and were coming through the play surface.

It was resolved to write to Houghton Field Association to request its observations.

Clerk

- v) Nettles were overhanging the pavement by the A47 layby on the Thurnby side of Houghton making passage, particularly for cyclists, difficult.

It was **resolved** to write to Leicestershire County Council to request remedial action.

Clerk

## 13-10/14 CLERK'S REPORT

The Clerk's report was received and accepted.

## 14-10/14 REPORTS FROM PARISH COUNCIL REPRESENTATIVES ON EXTERNAL BODIES

Councillor McSweeney reported on a meeting of Houghton Field Association which she had attended.

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## 15-10/14 CORRESPONDENCE

The list of correspondence, as circulated by the Clerk with the agenda, was received and accepted. The following issues for action were considered:

- a) Leicestershire and Rutland Association of Local Councils provided notification of a S106/Community Infrastructure Levy (CIL) training course.

It was **resolved** that either Cllr. Francis or Cllr. Sleath would attend and would be reimbursed for travelling.

- b) An email had been received from Ian Hill, Chairman – Houghton Village Hall, requesting the Parish Council's reactions to the effects that cuts to Leicestershire County Council's budget would have on the community and suggesting that the Parish Council was the ideal body to take the lead in promoting the importance of the forthcoming changes, perhaps by forming a working party and holding a village meeting.

It was **resolved** to indicate to Mr. Hill that the Parish Council did not feel that it should take the lead although it would be willing to be represented on a working group if one was established.

Clerk,  
Cllrs.  
HF/AS

Clerk

## 16-10/14 ITEMS FOR INCLUSION IN THE NEXT AGENDA

The following items were agreed:

- a) **Councillor Vacancy**
- b) **Grass cutting**
- c) **Dog bin emptying**
- d) **Items to be included in the 2015/16 precept**
- e) **Allotments – Uppingham Road**
- f) **Neighbourhood Planning**
- g) **Neighbourhood Watch Signs**
- h) **Kerbs on Firs Road close to the jitty running to the playing fields**

## 17-10/14 DATE OF NEXT MEETING

The next meeting will be held on Thursday 13 November 2014, commencing at 7.30 p.m. in the Methodist Church Schoolroom, Houghton.

Clerk

The meeting closed at 9.07 p.m.

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Chairman

13 November 2014