

MINUTES OF THE MEETING OF HOUGHTON-ON-THE-HILL PARISH  
COUNCIL,  
HELD IN THE METHODIST CHURCH SCHOOLROOM,  
MAIN STREET, HOUGHTON-ON-THE-HILL,  
WEDNESDAY 13<sup>th</sup> JANUARY 2010, AT 8:00 P.M.

PRESENT:

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

3 members of the public

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 2<sup>nd</sup> DECEMBER 2009

The Minutes of the Meeting of the 2<sup>nd</sup> December 2009 were confirmed and signed.

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

The Chairman's report was presented primarily as an update for the Councillors' benefit.

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 13/01/10).

5. CORRESPONDENCE

1. NALC December Newsletter. Noted.

2. E-mail from Professor Alan Wells, 10, Winckley Close, repeating his request that Council might consider the installation of a salt & grit bin on Winckley Close and North Way. - Noted and to be considered under Agenda Item 8, "Winter Salting Routes 2009/10 and Village Salt & Grit Bins".

Vice Chairman Cllr. Mrs. Ann Sharman reported that she had received a 'phone call from a parishioner requesting that the PC might consider the installation of a salt & grit bin near the junction of Deane Gate and Linwal Avenue. - Noted and to be considered under Agenda Item 8.

Cllr. Mrs. Susan Swann reported that she had received a 'phone call from a parishioner requesting that the PC might consider the installation of a salt & grit bin on Chapel Close. - Noted and to be considered under Agenda Item 8.

3. Copy of HFA Expenditure Report, 2008, 2009 and Budget 2010. - Noted and considered.

Only “Houghton Field Expenditure 2009 – as per audited accounts” is relevant to the possible release of the 2008/09 grant to HFA. These figures include indication of the expenditure on maintenance of £704.00 of the Council’s previous 2007/08 grant of £2,300.00.

- ***It was RESOLVED that , in accordance with the PC Policy on Grants, the release of £800.00, as part of the PC Grant 2008/09 of £2,300.00 to the HFA, be approved.***

*The clerk advised the Chairman that the formally registered postal address of Houghton Field Association is identical to that registered as the home address of the owner of the one man website “houghtonviews.co.uk” and the author of the published article subject of the Chairman’s Report to the Parish Council 13/01/10. Houghton Field Association currently does not appear to have a treasurer, therefore the Council is unable to send official PC correspondence/cheques to the treasurer of the HFA. Council agreed that, whilst the current anomaly regarding postal addresses exists, hard copies of official PC correspondence/cheques are to be sent to the home address of the HFA Chairman.*

Council had agreed, 04/11/09, that electronic copies of same would be sent, for information, to all members of the HFA Committee. Council now understands that some members of the HFA Committee do not wish to receive electronic copies of official PC correspondence specifically relevant to the management of the HFA. The clerk was asked to e-mail all members of the HFA Committee in order to formally establish, for future reference, which members do not wish to be copied into pertinent official correspondence from the PC.

4. E-mail from Mr. Peter Hosking, Environmental Works Manager LCC Highways, estimate of £1,500.00 for the installation of an additional streetlight on the HFA field, such amount to be paid for by “others”, after which LCC will bear future ongoing costs of electricity and maintenance. - Noted.

5. E-mail from Mr. Craig Bollard, Chairman HFA, requesting that the Parish Council might consider funding the installation of an additional streetlight on the HFA field in order to improve the safety of users of the car park and footpath. - Noted and considered.

- ***It was RESOLVED that the funding of the installation of an additional streetlight on the HFA field be approved and that the cost of this installation, estimated at £1,500.00, be payment in kind as part of the PC Grant 2008/09 of £2,300.00 to the HFA, payment for installation to be made by the PC directly to LCC.***

The clerk was instructed to arrange a mutually convenient date for a site visit with Mr. Peter Hosking, Environmental Works Manager LCC Highways, Mr. Geoff Thomas, HFA Committee

Member, and the clerk. The purpose of the site visit being to confirm the precise location of the light and to receive confirmation of cost. The proposed new light, being on HFA managed land; the HFA will need to sign an LCC Wayleave Agreement granting LCC access for maintenance.

6. E-mail from Park Life, 06/01/10, acknowledging receipt of the PC letter 08/12/09 inviting Park Life Committee members to an informal meeting with some members of the PC. A mutually agreed date for the informal meeting to be confirmed after the next Park Life Committee Meeting. - Noted

7. E-mail attachment letter from Mr. D. T. Wood, 05/01/10, re: PC on line accounts. - Noted.

8. Clerk’s factual PC reply letter, to Mr. D. T. Wood’s letter 05/01/10. - Approved

Council agreed that "Houghton on the Hill Parish Council Website" be put on the Agenda for the next PC Meeting, 02/02/10.

9. Letter from Mr. D. T. Wood, received 06/01/10. Re: Financial Governance. - Noted.

10. Clerk's draft PC reply letter to Mr. D. T. Wood's letter re: Financial Governance. - Approved.

## 6. FINANCIAL MATTERS

### 1. Accounts presented for payment:

Jason Tearne Tree Surgery Ltd.

£ 230.00

James Coles & Sons Nurseries Ltd. – planting supplies

£ 706.51

\*Ken Bailey at Wistow – 2 x 25kg sacks of Daffodil Bulbs (£45.00 NET)

£ 51.75

The Old Black Horse – 3 days victuals for volunteer tree planting team

£ 87.65

\*\*Part payment of Houghton Field Association Grant 2008/09

£ 800.00

\*; James Coles & Sons Nurseries Ltd., the PC's approved supplier, was unable to meet the Council's full order for daffodil bulbs (Emergency expenditure approved by resolution in PC Minutes 05/09/2007)

\*\* See resolutions passed under previous Agenda Item 5. "Correspondence" 3. & 5.

- ***It was RESOLVED that all accounts presented for payment 13/01/10 be paid in full.***

## 7. TREE MAINTENANCE PROGRAMME & PHASE III OF THE VILLAGE TREE PLANTING SCHEME

Council had expected the attendance of Mrs. Francesca Wall-Bray, Houghton Tree Warden.

In the absence of Mrs. Francesca Wall-Bray, Council was not presented with any new issues for consideration.

## 8. WINTER SALTING ROUTES 2009/10 AND VILLAGE SALT & GRIT BINS

1. The clerk reported that the second half of the 747 bus route, from the A47 into Deane Gate, along Linwal Ave and St. Catharine's Way linking up with Main Street, was salt and grit treated twice in December. These were emergency measures undertaken by LCC Highways. The PC continues to pursue the quest for the inclusion of the entire 747 bus route through the village in the LCC Winter Salting Routes.

2. A copy of the LCC Highways *pro forma* letter, re. Procedure for Installation of Village Salt and Grit Bins, had been included in the Meeting Pack.

Councillors were therefore aware that although the PC may be willing to:

- a) Pay £200.00 for the installation of each bin.
- b) Accept responsibility for the cost of a replacement bin in the event of vandalism, damage or general misuse.
- c) Obtain prior agreement with the residents in the area of the preferred location/s

The final decision for the approval of installation still rests with LCC Highways.

Council agreed to invite LCC Highways on a site visit to consider the feasibility of the installation of a salt & grit bin near the junction of Deane Gate and Linwal Avenue, on Winckley Close, North Way and Chapel Close. Cllr. Mrs. Susan Swann and Cllr. Mr. William Scott offered to join the clerk in attendance at such a site visit. Council agreed that "Village Salt & Grit Bins" be put on the Agenda for the next PC Meeting, 02/02/10, for consideration of information received at any LCC Highways site visit prior to the PC Meeting 02/02/10.

9. VERBAL REPORTS OF REPRESENTATIVES IN RESPECT OF:

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

The next meeting of the Village Hall Committee is scheduled for Monday 8<sup>th</sup> February 2010.

- **Gardeners' Club**

Minutes of HGC Committee Meeting 07/12/2009 have been received and are filed with Council's records.

The next HGC Committee Meeting is scheduled for Tuesday 9<sup>th</sup> Feb 2010 at 16, Home Close Rd., Houghton at 7:30pm.

Subject to Houghton Methodist Church schoolroom being available, Houghton Gardeners' Club AGM is scheduled for Thursday 11<sup>th</sup> Feb 2010 - Houghton Methodist Church schoolroom, at 7:30pm.

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

Cllr. Mr. William Scott gave an extensive verbal report on the Quarterly Meeting of the HFA Committee 14/12/2009. A written copy of this report had also been circulated to all Councillors in the PC Meeting Pack and is filed with Council's records.

The next Quarterly Meeting of the HFA Committee is scheduled for Monday 08/03/2010, Houghton Pavilion, at 7:30pm.

- **Rural East "Have Your Say"**
- **HDC Planning**
- **CASCET**

Cllr. Mrs. Eileen Bent reported that the next CASCET Committee Meeting, "Campaign Against Stoughton Co-op Expansion Threat", is scheduled for Wednesday, 20<sup>th</sup> January 2010 - Great Glen Parish Office, 7:30pm.

10. PLANNING APPLICATIONS

The clerk reported:

1. PLANNING ENFORCEMENT CASE

Planning Application 09/00644/FUL

Applicant: HiCare Group Properties Ltd.

Proposal: Erection of agricultural livestock and storage building (retrospective)

Location: Land OS 4015 & Part 5530 Uppingham Road, Houghton on the Hill, Leics.

Planning Application 09/00644/FUL (retrospective) permitted 29<sup>th</sup> July 2009.

Planning Enforcement Case : 10/00014/COM

Date received by HDC: 11/01/2010

Nature: Non compliance condition 3 of 09/00644/FUL regarding roof material samples.

## 2. Planning Application REFUSED:

### 1. Planning Application 09/01245/FUL

Proposal: Erection of single detached garage  
Location: 22, Main Street Houghton on the Hill Leics. LE7 9GD  
Date received by PC: 24/10/2009  
Planning Application 09/01245/FUL refused 7<sup>th</sup> December 2009

## 3. Planning Applications PERMITTED:

### 1. Planning Application 09/01339/FUL

Proposal: Erection of a two storey side extension and single storey extensions to front and rear  
Location: 11, Forsells End, Houghton on the Hill, Leics. LE7 9HQ  
Date received by PC: 14/11/2009  
Planning Application 09/01339/FUL permitted 21<sup>st</sup> December 2009

### 2. Planning Application 09/01374/FUL

Proposal: Erection of agricultural building and vehicular access, to supersede unimplemented planning permission 08/00473/FUL  
Location: Land North of Uppingham Road Houghton on the Hill Leics.  
Date received by PC: 20/11/2009  
Planning Application 09/01374/FUL permitted 4<sup>th</sup> January 2010

## 4. Planning Applications TO BE CONSIDERED BY PC:

### 1. Planning Application 09/01482/FUL

Proposal: Erection of chimney stack to side  
Location: 3, Forsells End, Houghton on the Hill Leics. LE7 9HQ  
Date received by PC: 14/12/2009  
End of Consultation: PC had requested and received a date extension to 18/01/2010

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.

### 2. Planning Application 09/01520/FUL

Proposal: Erection of a first floor rear extension and pitched roofs over existing flat roofs (revised scheme of 09/00447/FUL)  
Location: Eaton House, 57 Main Street, Houghton on the Hill, Leics. LE7 9GE  
Date received by PC: 18/12/2009  
Date of End of Consultation: PC had requested and received a date extension to 18/01/2010

The Council considered that the introduction of the proposed pitched roofs, replacing the existing flat roofs, would be an improvement. The Council has no objection to the design of the proposed first floor extension. However, the Council is still concerned that the mass of the revised building proposal may result in an unacceptably

overbearing house, especially in relationship to No.55 Main Street, and the overdevelopment of this corner plot.

The clerk was instructed to inform HDC Development Control Team accordingly

### 3. Planning Application 09/01521/LBC

Proposal: Erection of first floor rear extension and pitched roofs over existing flat

roofs (revised scheme 09/00448/LBC)

Location: Eaton House, 57 Main Street, Houghton on the Hill, Leics. LE7 9GE

Date received by PC: 18/12/2009

Date of End of Consultation: PC had requested and received a date extension to 18/01/2010

The Council's comments on Planning Application 09/01521/LBC were identical to those made on Planning Application 09/01520/FUL, the accompanying planning application for this plot.

The clerk was instructed to inform HDC Development Control Team accordingly.

### 4. Planning Application 09/01585/FUL

Proposal: Erection of conservatory to rear

Location: 7, Freer Close, Houghton on the Hill, Leics. LE7 9HU

Date received by PC: 09/01/2010

End of Consultation: Overall expiry date 19/01/2010

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.

Prior to Council consideration of Planning Applications 09/01590/FUL, Vice Chairman Cllr. Mrs. Ann Sharman, having declared a prejudicial interest in this planning application, withdrew from the PC Meeting and the room.

Chairman Cllr. Mr. Mort Stevenson and Cllr. Mrs. Susan Swann declared a personal interest in Planning Application 09/01590/FUL.

### 5. Planning Application 09/01590/FUL

Proposal: Erection of extension to workshop building (revised scheme of 09/01115/FUL)

Location: Houghton Garage, 71 - 73 Uppingham Road, Houghton on the Hill Leics. LE7 9HJ

Date received by PC: 09/01/2010

End of Consultation: Overall expiry date 19/01/2010

Having considered the plans the Council instructed the clerk to inform HDC Development Control Team of Council's reasons for objection to Planning Application 09/01115/FUL.

Chairman Cllr. Mr. Mort Stevenson reminded all present that the next PC Meeting is scheduled for Tuesday, 2<sup>nd</sup> February 2010.

There being no further business to transact the meeting was closed at 9:30 pm.

SIGNED.....

CHAIRMAN

DATE.....

## Appendix 1

### CHAIRMAN'S REPORT TO THE PARISH COUNCIL 13/01/10

#### **Village Tree Planting and Maintenance Scheme**

Re: Article "Parish Council Expenditure" in the January 2010 Issue of Houghton News.

At best, this article belligerently questions the Council's wisdom in funding pub lunches for groups of village tree planting and maintenance volunteers when these volunteers work for a complete day.

At worst, the article is an ill-informed and potentially libellous attack on the Parish Council.

As Chairman of Houghton on the Hill PC, I have no intention of dignifying such gross distortion and misrepresentation of financial facts with a response in the Houghton News.

However, I would like to remind Councillors of the following:

The Village Tree Planting Scheme, like the Village Seating Plan, is part of the Parish Village Plan.

In February 2007, the entire village was circulated with information leaflets giving the Council's proposals for both the location of village seating and any potential future tree planting sites. This leaflet also included the list of planting sites completed in Phase 1 of the Village Tree Planting Scheme.

#### Phase I, Village Tree Planting Scheme, 2006/07.

The Parish Council considered three estimates for professional tree planting and maintenance work. The best value estimate received was for £350.00 NET **per day** for a **2** man team.

This estimate was accepted and the company was contracted for 2 and a half days work on Phase I of the Village Tree Planting Scheme 2006/07, at a cost of £875.00 NET. This was for work which could not be lawfully undertaken solely by groups of village volunteers. The volunteers worked in conjunction with the contracted labour force on these 2 and a half days and then worked an additional 2 days to complete the Supplement of Phase I of the Village Tree Planting Scheme. The total cost of pub lunches for the groups of village volunteers was **£118.10 NET**.

The cost of professional labour merely for the additional 2 days would have been **£700.00 NET**

and it is unlikely that the **2** man team would have completed this work in only 2 days.

Phase II, 2007/08.

Phase II was completed solely by groups of village volunteers who worked 12 full days.

Victuals, i.e. pub lunches for groups of volunteers who must work a complete day to qualify for a pub lunch, cost the village **£451.88 NET. (An average of £37.66 per day)**

It should perhaps also be remembered that most of this volunteer work is carried out in austere weather conditions as dictated by the planting seasons.

At professional labour rates, had a 2 man team been able to complete this work in only 12 days, this would have cost the village **£4,200.00 NET. (£350.00 per day)**

Phase III, 2008/09.

Phase III, originally designated to see the completion of the Village Tree Planting Scheme, was put on hold pending the outcome of the Pennbury proposals, the proposed Co-op Eco-town.

In 2008/09, the groups of village volunteers concentrated mainly on general tree related maintenance work throughout the village.

The groups of village volunteers worked 14 full days.

Victuals, i.e. lunches for volunteers who must work a complete day to qualify for a “free” lunch, cost the village **£332.72 NET. (An average of £23.77 per day)**

At professional labour rates, had the 2 man team been able to complete this work in only 14 days, this would have cost the village **£4,900.00 NET. (£350.00 per day)**

Therefore, tree planting and maintenance work undertaken by groups of village volunteers in the three years 2006/09 resulted in a **saving of at least £8,897.30.**