

HOUGHTON PARISH COUNCIL
Minutes of the Extraordinary Parish Council Meeting
held on Tuesday 26th September 2023 at 19.00
at Houghton Village Hall

Present: Parish Councillors: L Middleton, P Chant, J Coombes.

Members of the Public: 0

Minutes: Mrs C L Cotterell (Parish Clerk)

The meeting started at 19.00

Item Minute

- 1. Chairman's Welcome and Public Participation**
In the absence of the Chairman and Vice Chairman, Cllr Chant proposed Cllr Coombes as Chairman, seconded by Cllr Middleton. Cllr Coombes was elected Chairman for the meeting. There were no members of the public present.
- 2. Apologies for Absence**
Apologies were received from Parish Cllrs Dougall, Young, Battey and Adams.
- 3. Declarations of Interest**
To declare an interest in any items of business on this agenda – **None**.
- 4. Annual Governance & Accountability Return (AGAR) 2022/23**
 - a) To accept the external auditor's report and certificate for the year ending 31 March 2023
Cllrs received the external auditor's report that, in their opinion, the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met – **Resolved** - Proposed Cllr Chant, seconded Cllr Middleton
 - b) To approve payment of the external audit invoice for £252.00 – **Resolved** - Proposed Cllr Coombes, seconded Cllr Middleton.
 - c) To agree the cost for providing requested hard copies of the report – **Resolved** to charge £10.00 for requested hard copies – Proposed Cllr Chant, seconded Cllr Middleton.
- 5. Planning**
 - a) 23/02254/TREES - T1 - Horse Chestnut - reduce canopy overhanging garden of Old Rectory only by up to 3m, T2 - Ash - Remove major deadwood over garden of Old Rectory, T3 - Sycamore - Crown raise to achieve ground clearance by up to 2.5m – The Old Rectory, Church Lane, Houghton – **Resolved No objection** – Proposed Cllr Chant, seconded Cllr Coombes.
 - b) 23/02415/TREES - T1 - Pseudo Acacia - Crown reduction of around 3-4m to reduce the stress to large branches – Georges, Horsebridge Road, Houghton – **Resolved No objection** – Proposed Cllr Coombes, seconded Cllr Chant.
 - c) 23/02404/FULLS - Remove existing window, increase opening and insert pair of french doors; Install wood burning stove together with stainless steel flue (Retrospective) - South Lodge, Houghton Lodge, Houghton Road, North Houghton – **Resolved No comment** – Proposed Cllr Chant, seconded Cllr Coombes.
 - d) 23/02406/LBWS - Retention of pair of french doors and wood burning stove with flue - South Lodge, Houghton Lodge, Houghton Road, North Houghton – **Resolved No comment** – Cllr Middleton, seconded Cllr Chant.
- 6. Next Meeting**
Full Council Meeting – Tuesday 7th November 2023 at 19.00

Meeting closed at 19.07

These minutes were approved and signed at the meeting held on Tuesday 7th November 2023