

**All Parish Councillors are duly summoned to attend
the Meeting of Houghton Parish Council to be held
on Tuesday 4th July 2023 at 19.00
Venue: Houghton Village Hall**

AGENDA

- 1. Chairman's Welcome and Public Participation**
- 2. Apologies for Absence**
- 3. Declarations of Interest**
To declare an interest in any items of business on this agenda.
- 4. Minutes**
To confirm the accuracy of the minutes of the meetings held on:
 - a) 16th May 2023 – Annual Council Meeting
 - b) 6th June 2023 – Extraordinary Meeting
- 5. Planning – To propose a response to the following Planning Applications:**
 - a) 23/01139/FULLS – Erect pergola – 13 Stevens Drove, Houghton.
 - b) 23/01270/FULLS – Construction of a detached double garage – Houghton Farm, Houghton.
- 6. Annual Governance and Accountability Return 2022/23**
To confirm any conflict of interest with BDO LLP (external auditors)
- 7. Finances**
 - a) To propose acceptance of the financial statement for the period 1st May – 30th June 2023
 - b) To approve the Schedule of Payments.
- 8. Play Area**
 - a) To receive an update on repairs to equipment following the inspection report
 - b) To consider paying an honorarium for weekly cleaning of the play equipment.
 - c) To receive an update on the play area refurbishment project.
- 9. River Pollution Working Group**
 - a) To approve draft Terms of Reference for the working group
 - b) To receive an update from the working group.
- 10. CCTV Update**
To receive an update from the working group for the CCTV system.
- 11. Waste Bins**
To consider purchase of additional waste bins, including purchase and servicing costs, locations and landowner permissions.
- 12. Next Meeting**
Full Council Meeting – Tuesday 5th September 2023 at 19.00.