

HOUGHTON PARISH COUNCIL
Minutes of the Parish Council Meeting
held on Tuesday 4th September 2018
at Houghton Village Hall, 7.30pm

Present: Parish Councillors: Mrs I Burt (Chairman), A Young (Vice Chairman), P Kennesion, P Chant, J Scougall, A Dougall, County Cllr A Gibson
Mags Wylie – Action Hampshire
Jane Windebank - TVBC

Members of the Public: 7

Minutes: Mrs Clare Cotterell - Parish Clerk

The meeting started at 7.30pm

1	Apologies Apologies received from Parish Councillor Adams, Borough Councillors Boulton and Busk.	Noted
2	Declarations of Interest Cllrs to declare any interest relating to items on this agenda – Cllr Scougall declared an interest as applicant for Item 8.1.i) 18/02228/LBWS	Noted
3	Cllrs to confirm the accuracy of the minutes of the meetings held on: a) 3 rd July 2018 – Proposed Cllr Young, seconded Cllr Chant, all agreed. b) 13 th August 2018 - Proposed Cllr Burt, seconded Cllr Dougall, all agreed.	
4	Actions and Updates to be reported Clerk reported: <ul style="list-style-type: none"> • All responses to planning applications from 3rd July and 13th August were submitted and acknowledged. • AGAR – requested documents were submitted – awaiting receipt of the completed audit. • NDP page has been set up on PC website. Updates: <ul style="list-style-type: none"> • Clerk’s attendance at Regional Training Seminar in November has been agreed by Chairman at cost of £37.50 + VAT (£75.00 shared equally with AAPC). 	
7 Item B/Fwd	Borough and County Councillor Reports County Councillor Gibson reported: <ul style="list-style-type: none"> • HCC has 70m shortfall in budget • Cuts have affected school bus transport to Winchester from the villages. Some of Cllr Gibson’s devolved budget has been used for community bus services. • Highways work has been carried out in Brook/Kings Somborne area. Hedge work will start in September. Cllr Gibson left the meeting at 7.46pm.	
5	Draft Houghton Housing Needs Survey Report Cllrs to review the draft report. Mags Wylie gave an overview of the draft Housing Needs Survey report. The survey was sent to 217 households in Houghton and Bossington. 79 responses were returned which equates to approximately 36%. This was confirmed as an average response for a paper survey. The results indicate a small need for affordable homes and for smaller open market homes suitable for downsizers or starter homes. The next stage needs the draft survey to be reviewed by the NDP steering group and then approved by the Parish Council. A meeting is to be held with villagers where the results of this and other surveys will be presented. TVBC will work in partnership with NDP steering group and the PC and assist with the Neighbourhood Plan.	Ag Item
6	Public Participation – <i>This item will be limited to 15 minutes, unless directed otherwise by the Chairman.</i> <ul style="list-style-type: none"> • A resident expressed concern over the condition of an external wall at Houghton Farm House. Cllrs suggested it may be included within the planning application on the agenda under Item 8. • Cllr Kennesion asked for ideas for a gift to commemorate Geoff Butler’s time spent as a Parish Councillor – Agreed Cllr Kennesion to investigate items and cost for a future meeting. • Cllr Young reported that the Stevens Drove sign had been replaced with a modern one at the request of a resident although it appeared the original cast 	Cllr Kennesion

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	<p>iron one was intact – Cllr Scougall agreed to speak to the Senior Conservation Officer at TVBC to ensure conservation or renovation of original signs in the Parish.</p> <ul style="list-style-type: none"> • Cllr Burt reported increasing litter and dog fouling problems from visitors to Sheepbridge over the summer months – Cllr Burt to consider adding signs to remind dog walkers to pick up after their dogs. 	<p>Cllr Scougall</p> <p>Cllr Burt</p>
<p>8</p>	<p>Planning Applications</p> <p>Cllrs to propose a response to be submitted to TVBC in relation to the following planning or tree applications:</p> <p>1. Cllrs to propose a response to be submitted to TVBC in relation to the following planning or tree applications:</p> <ul style="list-style-type: none"> a) 18/02118/TREES - T1 Laurel – remove - Testwood House, Horsebridge Road, Houghton – No Comment – Proposed Cllr Burt, seconded Cllr Dougall, all agreed. b) 18/02119/TREES - T1 and T2 Ash – Fell - Testwood House, Horsebridge Road, Houghton – No Comment – Proposed Cllr Burt, seconded Cllr Dougall, all agreed. c) 18/02120/TREES - T1 Sycamore – Fell – Testwood House, Horsebridge Road, Houghton – No Comment – Proposed Cllr Burt, seconded Cllr Dougall, all agreed. d) 18/02121/TREES - T1 Pine - Fell chlorotic tree suppressing Silver Birch - Testwood House, Horsebridge Road, Houghton – No Comment – Proposed Cllr Burt, seconded Cllr Dougall, all agreed. e) 18/02173/LBWS - Reinstatement of arch, replace concrete paving and replace fire surround - Houghton Lodge, Houghton Road, North Houghton – Support - Proposed Cllr Scougall, seconded Cllr Burt, all agreed. f) 18/02201/LBWS - Restoration of structural stability with repairs and renovations throughout - Houghton Farm House, Houghton – Objection – The Parish Council resolved to object to the application on the grounds that the renovations include the installation of a mezzanine floor in what was the Reading/Village meeting room. This room is an important feature of the house and of historical importance. We trust that the Conservation Officer will be looking at all of the renovations and repairs in detail due to the Grade 2 listing of the building. We would also refer the Officer to the ancient cob wall in the curtilage which is currently being left to ruin. It is an important part of our Conservation area and is part of the listing of the property - Proposed Cllr Dougall, seconded Cllr Kennesion, all agreed. g) 18/02230/FULLS – Convert, alter and extend ancillary outbuildings to provide independent dwelling, install sewage treatment plant, detached garage outbuilding and new vehicle access – Millbank (former Bossington Mill), Horsebridge Road, Houghton – Support - Proposed Cllr Burt, seconded Cllr Dougall, all agreed. h) 18/02244/CLES - Certificate of existing lawful use - Station of caravan for residential purposes and use of land and garage in association with the residential use – Meon Hill Farm, Elmdean, Meon Hill Lane, Stockbridge – No Comment – Proposed Cllr Burt, seconded Cllr Kennesion, all agreed. <p>Cllr Scougall left the meeting for the following item:</p> <ul style="list-style-type: none"> i) 18/02228/LBWS – Structural repairs & cosmetic improvements including fitting out WC accommodation – Tiebridge Farm, Houghton Road, North Houghton – No Comment – Proposed Cllr Kennesion, seconded Cllr Chant, all agreed. <p>2. Cllrs to consider an attendee and agree a statement for the Southern Area Planning Committee Meeting in respect of 18/01953/FULLS – Erection of a detached dwelling - Land adj to Meadow View. (if applicable) – Cllrs reviewed the statement provided by Cllr Young and agreed Cllr Young will attend the committee meeting and speak on behalf of the Parish Council – Proposed Cllr Kennesion, seconded Cllr Chant, all agreed.</p>	<p>Cllr Young</p>

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9	TVBC Issues and Options Consultation Cllrs to consider a response to the TVBC Local Plan consultation – Cllrs agreed that Cllr Burt will submit comments reinforcing the Houghton conservation area document within the planning procedure.	Cllr Burt																		
10	External Audit Report – Annual Governance and Accountability Return (AGAR) Cllrs to receive the External Auditors report and agree any actions required. This item deferred until the next meeting as the AGAR report had not been received.	Deferred																		
11	<p>Finance</p> <p>a) Cllrs to propose acceptance of the financial statement for the period of 1st July to 31st August 2018 - Proposed Cllr, seconded Cllr, all agreed.</p> <p>b) Cllrs to approve the following payments to be made – Proposed Cllr, seconded Cllr, all agreed. Cheque number 829 to Diamond Ecology for £1,995.00 has been returned and cancelled as the payee was incorrect. It has been reissued as cheque number 830.</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Chq</u></th> <th style="text-align: left;"><u>Payee</u></th> <th style="text-align: right;"><u>Amount</u></th> <th style="text-align: left;"><u>Chq</u></th> <th style="text-align: left;"><u>Payee</u></th> <th style="text-align: right;"><u>Amount</u></th> </tr> </thead> <tbody> <tr> <td>831</td> <td>Clerk Salary (July/Aug)</td> <td style="text-align: right;">£545.20</td> <td>832</td> <td>Clerk/office expenses</td> <td style="text-align: right;">£72.07</td> </tr> <tr> <td>833</td> <td>HCC Traffic Survey</td> <td style="text-align: right;">£288.00</td> <td>834</td> <td>HMRC PAYE</td> <td style="text-align: right;">£79.80</td> </tr> </tbody> </table> <p style="text-align: center;"><u>Closing bank balance as at 31st August 2018 - £22,003.75</u></p>	<u>Chq</u>	<u>Payee</u>	<u>Amount</u>	<u>Chq</u>	<u>Payee</u>	<u>Amount</u>	831	Clerk Salary (July/Aug)	£545.20	832	Clerk/office expenses	£72.07	833	HCC Traffic Survey	£288.00	834	HMRC PAYE	£79.80	
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12	<p>Cllrs to receive updates on the following:</p> <p>a) Neighbourhood Development Plan – Cllr Young reported a village meeting will be arranged soon to update on the completed survey reports.</p> <p>b) Community Benefit Fund update – Cllr Burt reported an email will be sent out to villagers confirming:</p> <ul style="list-style-type: none"> • Grants have been awarded – WI £316.00 – centenary booklet, PCC £14,700.00 – lighting renewal system. • Another grant application to be considered in October and further applications are welcome for projects with a community benefit. • Trustees have invested £450.00 split equally between 2 investment managers, Rathbones and Ruffers. The remainder is on deposit at Lloyds Bank. • Rules and Regulations to be approved in October. • Trustees attending the coffee morning on 15th September for Q & A. <p>c) Playground and Trees – Cllr Young reported all okay.</p> <p>d) Lengthsman Scheme – Cllr Burt reported the lengthsman’s next visit will include Field Path and hedge, tidying around the benches and the village hall car park hedge.</p>																			
13	Next Meeting. Tuesday 4 th September 2018 – 7.30pm – Houghton Village Hall																			

Meeting closed at 9.08pm

These minutes were approved and signed by the Chairman at the meeting held on Tuesday 6th November 2018