

**HOUGHTON PARISH COUNCIL**  
**Minutes of the Parish Council Meeting**  
**held on Tuesday 7<sup>th</sup> March 2023 at 19.00**  
**at the Village Hall, Houghton**

Present: Parish Councillors: A Young, (Chairman), L Adams (Vice Chairman), L Middleton, B Battey, J Coombes,  
P Chant, A Dougall.  
Borough Cllr A Johnston  
Marie Stubbington – TVBC Engagement Officer.

Members of the Public: 16

Minutes: Cllr L Adams

The meeting started at 19.00

**Item Minute**

**1. Chairman’s Welcome and Public Participation**

Chairman welcomed all to the meeting.

**2. Apologies for Absence**

Apologies were received from Cllr David Drew.

**3. Declarations of Interest**

To declare an interest in any items of business on this agenda – **None**

**4. Minutes**

To confirm the accuracy of the minutes of the meeting held on:

a) 10<sup>th</sup> January 2023 - **Resolved** – Proposed Cllr Young, seconded Cllr Adams.

**5. Borough and County Councillor Reports**

Cllr Johnston advised there was nothing of note to report. Questions were invited, none received.

Cllr Drew’s written report had been circulated and is published on the PC website:

<https://www.houghtonparishcouncil.org/community/houghton-parish-council-13622/borough--county-reports/>

Marie Stubbington spoke about available Grants; Councillor Grants and Grants for Coronation.

Councillor Grant applications must be in by 22 March for the current financial year. Coronation Grants available for community events, i.e. street party but not available for the packets of seeds idea.

**6. Planning – To propose a response to the following Planning Applications**

a) 23/00315/TREES - T1 - Lime - Crown lift 5m from ground level, crown reduce north-eastern canopy by 1m, cuts no greater than 35mm, crown thin remaining canopy by 15%, major deadwood and remove epicormic regrowth. T2 - Lime -Crown lift 5m, reduce eastern canopy 1m on the southwestern canopy, cuts no greater than 35mm, crown thin remaining canopy by 15%, major deadwood and remove epicormic regrowth - 13-14, Houghton. **Resolved to Support.** Proposed Cllr Young, seconded Cllr Battey.

b) 23/00415/FULLS - Alterations, front and rear extension with associated refurbishments and refurbishment of poolhouse and garage - The Limes, Church Lane, Houghton. **Comments - Main concern was the use of zinc and cladding. Owners assured Cllrs that the zinc will tone down to blend in with brickwork and the cladding will weather to a silver/grey. Resolved to Support** - Proposed Cllr Young, seconded Cllr Dougall.

c) 23/00557/OUTS - Outline - demolition of dwelling, erection of 5 dwellings with carports and associated works; all matters reserved except access and layout – Houghton House, Houghton. **Resolved to Object. Discussion resulted to employ the services of Steve Lees (Cllr Young will confirm cost of S. Lees fees)** Proposed Cllr Coombes seconded Cllr Middleton. All agreed.

**7. CCTV System/Honorarium Arrangements**

a) To receive an update from the working group – See Appendix.

b) To review energy costs and honorarium arrangements for householders for 2023.

**Resolved** to raise Honorarium from £50 to £60 for 2023 per household who host camera and equipment.

Proposed Cllr Dougall, seconded Cllr Middleton, all agreed.

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**8. Community Engagement Questionnaire (CIL Funds)**

To review responses from questionnaire and agree any action required.

Results read out. 36 questionnaires returned. The top 4 issues will be discussed ongoing and progressed

Note: the top issue was Highways – improvement. The comments with this were mainly about potholes.

Parishioners need to be reminded that everyone can report potholes online and should be encouraged to do so. Also state of edges of road. These issues are not under PC remit but will be sent to HCC.

The results of the questionnaire will be published on the PC website and in the Village magazine

The four issues to be acted on are: Provision of wild spaces; War Memorial – annual maintenance and repairs/refurbishment; Improvement and maintenance of current play area; Provision of dog waste bins.

It was agreed that these issues will be progressed.

**9. Climate Change and Greening Campaign**

To receive an update from Cllr Middleton.

Cllr Middleton updated Cllrs on her recent visit to a Hampshire County Council Community Projects Parish Event around community energy. Presentation slides have been uploaded to the Parish Council website:

<https://www.houghtonparishcouncil.org/community/houghton-parish-council-13622/climate-change/>

**10. Coronation**

To consider ideas for commemorating the Coronation and possible grants available from TVBC.

An idea was discussed for a packet of wildflower seeds to sent to every household in the Parish. The envelope will have official coronation logo and wording stating it is from Houghton Parish Council in commemoration of the coronation. **Resolved** to purchase and distribute wildflower seeds to each household - Proposed Cllr Middleton, seconded Cllr Dougall. All agreed.

**11. Finance**

a) To propose acceptance of the financial statement for the period 1<sup>st</sup> January – 28<sup>th</sup> February 2023 -

**Resolved** – Proposed Cllr Dougall, seconded Cllr Middleton.

b) To consider grant application from PCC for churchyard maintenance for 2022 - £1000.00 requested.

Only £740.00 available in Grant fund for 2022/23 - **Resolved** to pay £740.00 to PCC for 2022 - Proposed Cllr Young, seconded Cllr Adams. All agreed.

c) To consider grant application from PCC for churchyard maintenance for 2023 - £1000.00 requested.

Cllrs agreed that the PCC will need to apply in the new financial year as Grant fund has been used up in current year - Proposed Cllr Young, seconded Cllr Dougall. All agreed.

d) To approve the following Schedule of Payments – **Resolved** – Proposed Cllr Dougall, seconded Cllr Young. All agreed.

<u>Payee</u>	<u>Amount</u>	<u>Payee</u>	<u>Amount</u>
Sub Arb Ltd (tree inspections)	£360.00	Payroll/HMRC PAYE	£1033.80
Clerk/Office expenses	£45.84	CCTV Honorarium payments	£30.00
PCC Grant (2022)	£740.00	Absolute Security (Maintenance)	459.60

Bank balance as at 28<sup>th</sup> February 2023 - £66,471.33

**12. Next Meetings**

a) To agree a date and arrangements for the Annual Parish Assembly to be held between March – May 2023. Tuesday 25<sup>th</sup> April 2023 - All agreed.

b) Next Parish Council Meeting - Annual Council Meeting – Tuesday 16<sup>th</sup> May 2023 at 19.00 – Houghton Village Hall.

Meeting closed at 20.30

**These Minutes were approved and signed at the meeting held on Tuesday 16<sup>th</sup> May 2023**

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**Appendix**

CCTV - Annual Review

Over one year on and the Houghton CCTV scheme has been operating successfully - we have seen a slight reduction in reported crime over the past 12 months including the areas of Bossington and Pittleworth.

During that period there has been a total of 9 'reasons for access' following reported crime and where images have been reviewed by the team;

Passwords for access are changed every 3 months to retain security;

Annual maintenance is now due, the cost being absorbed for the next 3 years or so as a result of a contribution by Houghton Fishing Club;

Absolute Security Ltd continue to provide good all round support to the CCTV scheme;

It was necessary to relocate one of the cameras, the work was carried out by Absolute Security on the 25th January 2023;

An update has been provided to the village via the Houghton Village News which is delivered to every address in the village;

Crime rates vary and of course can go up as well as down, it can depend on many different issues and trends - but in its first year it's good to see crimes decreasing as opposed to having no effect at all. In relation to a number of the reported crimes significant information and images from the cameras has been passed to the Police to enable further enquires to be undertaken.

The cameras are checked regularly for accuracy and quality, annual maintenance is also due to be undertaken soon in order to retain the quality of images required for such a scheme. A log of each viewing is maintained including regular efficiency checks and also when crimes are reported and access to recorded images is deemed appropriate and necessary.

Houghton is also leading an initiative across 8 different areas / parishes in order to look at the wider issues of crime in the Test Valley. Experiences of crimes are being shared more widely, looking at trends, suspects and also now working far more closely with the Police than previously undertaken. This project named 'Operation Tango Victor' hopes to see even more reduction to crimes as it gathers momentum and improvements in areas where they often go undetected. There have been two meetings now involving the 8 areas with a third planned in May.