

HOUGHTON PARISH COUNCIL
Minutes of the Parish Council Meeting
held on Tuesday 14th September 2021 at 19.30
at Houghton Village Hall

Present: Parish Councillors: A Young (Chairman), L Adams (Vice Chairman),
A Dougall, J Coombes, P Chant.
Borough Cllr A Johnston.

Members of the Public: 17

Minutes: Mrs C L Cotterell (Parish Clerk)

The meeting started at 19.30

Item Minute

1. **Chairman's Welcome** – The Chairman welcomed all to the meeting. Chairman asked if any members of the public wished to speak on any items on the agenda.
2. **Apologies for Absence** – None.
3. **Declarations of Interest**
To declare an interest in any items of business on this agenda – None.
4. **To agree the accuracy of the minutes of the meetings held on:**
 - a) 6th July 2021 – Full Council Meeting - Proposed Cllr Dougall, seconded Cllr Adams, all agreed.
 - b) 10th July 2021 – Extraordinary Meeting – Proposed Cllr Adams, seconded Cllr Young, all agreed.
 - c) 10th August 2021 – Extraordinary Meeting – Proposed Cllr Dougall, seconded Cllr Coombes, all agreed.
5. **Actions/Updates - To note actions and updates already circulated and receive further updates**
 - a) To receive any actions and updates – None received.
 - b) To receive updates on:
 - i) Neighbourhood Development Plan – Cllr Adams updated that the NDP Consultant, David Nicholson, had finalised the draft NDP and documents. These were sent to the Steering Group for review and no amendments were required. These documents are on the agenda tonight for a decision to be taken whether to approve ready for submission to TVBC. The next stages are:
Regulation 16 consultation
Independent Examination
TVBC response to Examiner's report
Notice of Referendum
Referendum
TVBC will officially adopt the NDP (if the Referendum has a majority in favour of adopting the Plan).
 - ii) Village Hall Refurbishment – There is no further update since last meeting. It is a very small committee of 2 and any volunteers to join will be welcomed. There are plans drawn up with 3 possible options – 1. To extend the building. 2. To knock down and start again. 3. To repair/refurbish existing building. – It is planned to hold a village event to outline the different options at a later date.
 - iii) Playground and Trees – Minor repairs to play equipment is due to be carried out soon. Some pruning to the trees will be carried out after the leaves have fallen.
 - iv) Additional Play Equipment – Cllr Coombes updated that some ideas for new equipment were presented at a recent coffee morning which generated a lot of interest. Work is ongoing to find out likely costs/funding options/professional planning for siting of any new equipment. Further engagement with residents will follow before any PC decision is made regarding installation of new equipment.
 - v) Lengthsman and Bus Shelters – Bus shelters have been refurbished. The hedge at hall is to be attended to. A resident asked if the Lengthsman can paint the telephone box. Cllr Young agreed to find out if that would be possible.

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6. Borough and County Councillor Reports

To note Borough and County Cllr reports:

Cllr Johnston reported:

- Mid Test Matters newsletter has been circulated
- The Allotments planning application, 21/01959/FULLS is on the Southern Area Planning Committee agenda next week – at 5.30pm at Crosfield Hall, Romsey on 21st September 2021 – Test Valley Planning Officers have recommended refusal. Cllr Johnston will speak in support of Houghton parishioners. It is understood that many Houghton residents will attend the meeting. Cllr Johnston confirmed that residents can email members of the planning committee to give their views, contact details for members can be found on TVBC website - <https://democracy.testvalley.gov.uk/mgCommitteeDetails.aspx?ID=161>
The Clerk confirmed that HPC have submitted a Community Right to Bid application for the allotments to become a community asset to TVBC – there has been no response as yet other than an acknowledgement of receipt.
- The application for self build houses, 21/01960/FULLS has been refused.

Cllr Johnston was thanked for her support.

10. Neighbourhood Development Plan (NDP) – (Item 10 brought forward)

To approve the following documents for the purposes of submission under Regulation 15 of the Neighbourhood Planning (General) Regulations 2012. The following documents were approved:

- a) Submission draft NDP – Proposed Cllr Dougall, seconded Cllr Chant, all agreed.
- b) Consultation Statement – Proposed Cllr Coombes, seconded Cllr Adams, all agreed.
- c) Basic Conditions Statement – Proposed Cllr Dougall, seconded Cllr Adams, all agreed.

7. Planning Committee

To agree a statement and a member to represent HPC at the Planning Committee meeting to be held on 21st September 2021. Cllrs approved the draft statement and that Cllr Dougall attend the committee meeting and speak on behalf of the Parish Council. (See Appendix) – Proposed Cllr Adams, seconded Cllr Dougall, all agreed.

To agree an email from HPC to be sent to the Chair of the Planning Committee – Cllrs agreed the draft email to be sent to the Chair of the Southern Area Planning Committee, Cllr Cooper - Proposed Cllr Adams, seconded Cllr Dougall, all agreed.

8. Finance

- a) To propose acceptance of the financial statement for the period 1st July to 31st August 2021 – Proposed Cllr Young, seconded Cllr Coombes, all agreed.
- b) To approve the following Schedule of Payments: – Proposed Cllr Adams, seconded Cllr Dougall, all agreed.

<u>Payee</u>	<u>Amount</u>	<u>Payee</u>	<u>Amount</u>
Salaries/HMRC PAYE	£1007.50	Clerks/office expenses	£43.84
NDP Consultant Fees HTN06 & 07	£3338.10	PKF Littlejohn LLP (audit)	£240.00

Closing bank balance as at 31st August 2021 - £33,945.61

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9. Annual Governance and Accountability Return (AGAR)

To receive and approve the External Audit report, agree a fee for hard copy requests and agree length of publication of Notice of Conclusion of Audit.

Cllrs accepted the external auditors report and certificate stating that the information provided in Sections 1 and 2 are in accordance with Proper Practices and that no other matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

The approved Annual Governance and Accountability Return and Notice of Conclusion of Audit have been published on the PC website.

Cllrs agreed that the Notice of Conclusion should be published on the noticeboard for 1 month and that the fee for hard copy requests should be £10.00.

Proposed Cllr Young, seconded Cllr Chant, all agreed.

(Item 10 see above)

11. CCTV Policies/Documents

To review and approve any necessary amendments to the CCTV policies/documents.

Cllr Young gave an overview of project so far.

After a full discussion it was agreed that the DPIA and the Surveillance Policy documents require further amendments before they can be considered and approved by the Parish Council and before the Houghton Community Benefit Fund would be able to consider granting any further funding for the project.

Therefore, it was agreed to defer the consideration of approval of the documents to a later meeting.

It was agreed to contact the Consultant, Televigil, to carry out the required amendments to the documents.

12. Next Meeting

Full Council Meeting – Tuesday 9th November 2021 at 19.00

Meeting closed at 20.31

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Appendix for Item 7

Approved HPC statement for Southern Area Planning Committee – 21st September 2021

I'm here to speak on behalf of Houghton Parish Council and, more broadly, on behalf of our parishioners.

Our parishioners feel deeply attached to the remaining local green spaces that we have, particularly to the village allotments, and to Houghton's distinctive character. These are threatened by this proposal. As demonstrated by the large numbers of objections from villagers, this proposal has aroused a lot of opposition and disquiet. We object to it most strongly on several grounds:

Firstly, this plot is one of the few remaining local green spaces in Houghton. Policy LHW1 of the Local Plan seeks to **protect** such green, open spaces and recreation facilities **including allotments**. These proposals contravene that Policy. There is no suggestion in the application that the allotments be replaced by an equivalent or better provision.

There have been allotments on this site for many years. The proposal would result in the loss of at least 75% of the allotments, which are currently all in use. Indeed, there is a waiting list for allotments. At a time when the case for locally-grown produce and reducing 'food miles' is getting stronger and when people are being urged to take up healthy outdoor activities, taking away our allotments would be a very retrograde step.

Everyone who responded to our draft Neighbourhood Development Plan made it clear that they wanted this local green space to be preserved. Due to Covid, the processing of the NDP got delayed. However, although not yet adopted, it has now been submitted. We urge you to take this into account.

In August, the Parish Council submitted an application to nominate this site as an 'Asset of Community Value'.

Secondly, this proposal contravenes Policies E1, E2, E5, E6 and E9 of the Local Plan. The proposed layout for four houses set back from the road and squeezed between larger houses on larger plots is at odds with and would harm the character and distinctiveness of this part of the village. We believe it will also damage biodiversity. It would also harm the setting of listed buildings and the wider conservation area. Indeed, Beam Cottage – a listed building – is right next door to this land.

Finally, the proposed development is neither needed nor sustainable. Planning authorities are required to have a five-year supply of housing land. As of April last year, Northern Test Valley had 6.27 years' housing supply. This development is not needed. It is also contrary to Policy SD1 as it is not sustainable. We have no mains drainage (and there has already been serious flooding of the road near the site), we have a very limited bus service, no shop or bakery or other such amenities. The homeowners would therefore be car reliant.

I hope that you can see how strongly we feel about this and how horrified we would be to lose our allotments, to lose this local green space, and particularly so given this application clearly contravenes so many policies of Test Valley's Local Plan.

These minutes were approved and signed at the meeting held on 15th November 2021