

**All Parish Councillors are duly summoned to attend
the Meeting of Houghton Parish Council to be held
on Tuesday 14th September 2021 at 19.30
Venue: Houghton Village Hall**

AGENDA

- 1. Chairman's Welcome**
- 2. Apologies for Absence**
- 3. Declarations of Interest**
To declare an interest in any items of business on this agenda.
- 4. To confirm the accuracy of the minutes of the meetings held on:**
 - a) 6th July 2021 – Full Council Meeting.
 - b) 10th July 2021 – Extraordinary Meeting.
 - c) 10th August 2021 – Extraordinary Meeting.
- 5. Actions/Updates**
 - a) To receive any actions and updates.
 - b) To receive updates on:
 - i) Neighbourhood Development Plan
 - ii) Village Hall Refurbishment
 - iii) Playground and Trees
 - iv) Additional Play Equipment
 - v) Lengthsman and Bus Shelters
- 6. Borough and County Councillor Reports**
To note Borough and County Cllr reports.
- 7. Planning Committee - 21/01959/FULLS**
To agree a statement and a member to represent HPC at the Planning Committee meeting to be held on 21st September 2021. To agree an email from HPC to be sent to the Chair of the Planning Committee.
- 8. Finance**
 - a) To propose acceptance of the financial statement for the period 1st July to 31st August 2021.
 - b) To approve the Schedule of Payments.
- 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.
- 10. Neighbourhood Development Plan (NDP)**
To approve the following documents for the purposes of submission under Regulation 15 of the Neighbourhood Planning (General) Regulations 2012.
 - a) Submission draft NDP
 - b) Consultation Statement
 - c) Basic Conditions Statement
- 11. CCTV Policies/Documents**
To review and approve any necessary amendments to the CCTV policies/documents.
- 12. Next Meeting**
Full Council Meeting – Tuesday 9th November 2021 at 19.30

Members of the public and press are welcome to attend.

All members of the public are requested to keep socially distanced whilst attending this meeting.

Please DO NOT attend this meeting if within the preceding two week period, you, or anyone in your household or bubble, has experienced Covid symptoms or been in close contact with anyone with Covid symptoms or who has had, or been in contact with anyone with a positive Covid test result.