

**HOUGHTON PARISH COUNCIL**  
**Minutes of the Parish Council Meeting**  
**held on Tuesday 8<sup>th</sup> January 2019**  
**at Houghton Village Hall, 7.30pm**

Present: Parish Councillors: Mrs I Burt (Chairman), A Young (Vice Chairman),  
P Chant, A Dougall, Mrs L Adams.

Members of the Public: 7

Minutes: Mrs Clare Cotterell - Parish Clerk

The meeting started at 7.30pm

<b>1</b>	<b>Apologies</b> Apologies received from Parish Cllr Scougall, Borough Cllrs Busk and Boulton and County Cllr Gibson.	<b>Noted</b>
<b>2</b>	<b>Declarations of Interest</b> Cllrs to declare any interest relating to items on this agenda – Cllr Young declared a pecuniary interest in Item 12c.	<b>Noted</b>
<b>3</b>	<b>Cllrs to confirm the accuracy of the minutes of the meetings held on 6<sup>th</sup> November 2018.</b> Proposed Cllr Burt, seconded Cllr Adams, all agreed.	
<b>4</b>	<b>Actions and Updates to be reported</b> Clerk reported: <ul style="list-style-type: none"> <li>• All responses to planning applications from 6<sup>th</sup> November were submitted to TVBC and acknowledged.</li> </ul> <b>Updates:</b> <ul style="list-style-type: none"> <li>• The village defibrillator battery and pads needed replacing in November. The Chairman and Clerk agreed to replace both items as a matter of urgency, paid for as a one off at a total cost to the Parish Council of £150.00 and £61.19. Although the cost exceeded the expenditure amount in the Financial Regulations of £100.00, it was felt necessary to keep the facility available to the community.</li> <li>• No applications have been received to fill the Parish Councillor vacancy.</li> <li>• Cllr Young reported about the Woodland Management Plan, a condition of planning for 18/01953/FULLS – land adj to Meadow View, after contact with the Planning Officer. Unusually this is a 20 year plan, usually 5 years, and will itemise each action carried out during each stage of development. Monitoring of the plan will not be carried out by TVBC but enforcement officers will attend if advised of infringement. Suggested open dialog with owners and perhaps site meetings. Cllr Young has sent a further letter to TVBC.</li> <li>• Cllr Young reported on the settlement boundary in the current local plan – felt that HPC were ill-informed about the impact of the settlement boundary when the local plan introduced in 2011. Cllr Young would like to revitalise the Conservation Document and these are points to be raised with TVBC.</li> </ul>	
<b>5</b>	<b>Public Participation</b> <i>-This item will be limited to 15 minutes, unless directed otherwise by the Chairman.</i> <ul style="list-style-type: none"> <li>• A resident asked if further tree planting could take place in the village, perhaps on grass verges. Confirmed the verges are owned by HCC. Cllr Young to investigate suitable native tree types.</li> <li>• A resident suggested that as 95% of the trees would be removed in the copse, adj to Meadow View, this was effectively revoking the Woodland Preservation Order – it was suggested this type of question could be put to the Planning Officers when they attend the Open Meeting in February.</li> <li>• A resident asked for clarification on the settlement boundary and whether it was too late to change it. It was confirmed it can be changed.</li> </ul>	<b>Cllr Young</b>
<b>6</b>	<b>Borough and County Councillor Reports</b> Cllr Gibson sent a written report: May I start by wishing you all a Very Happy New Year!!! While we will know the direction of travel of Brexit by the 14 <sup>th</sup> January, we have now received notice of the Government funding for the foreseeable future. While the County portion of Council Tax is set to rise by 4.99%, there may be larger increases for the Police component, which I understand has wide support. At this point I cannot provide exact figures but I will update you in my February Report. <b>Test Valley School.</b> I would like to give an important update on the Test Valley School Swimming pool. Test Valley School Governor's are reviewing the school's swimming pool future. The pool has a significant annual cost (circa £12k) that the School cannot afford without additional funding. The Governor's will be making a decision on the future of the pool and reviewing all options. I am supportive of keeping the pool but realise that additional fund	

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	<p>would be required. Discussions are continuing and any suggestions would be welcome.</p> <p><b>Buses.</b> On the positive side, the cuts in concessionary bus services that have been mentioned in local newspaper articles, will not affect the Test Valley Central Division, as far as I am being told. There are cuts in the Basingstoke area.</p> <p><b>Salt Bins.</b> I would ask you all to check that salt bins have been filled in your villages and please contact me if there are any that still need to be filled up. I was promised that all Salt Bins would be filled by the 24<sup>th</sup> December.</p> <p><b>Highways.</b> Please continue to report potholes on the HCC portal and please let me know if reported potholes have not been completed so that I can escalate and ensure that the work is done. Also I have attached the Highways report for December. The Highways report indicated that Hampshire Highways fills circa 6,000 pot-hole per month which is circa 72,000 per year.</p> <p><b>Broughton.</b> The B3084 is becoming increasingly busy and links to Salisbury Lane in the Wallops. I have asked for the road to be monitored for volume / speed and this will go ahead in February. The envisaged changes to Wallop road links, with the closure of Salisbury Lane and traffic calming in Station Road, Wallops, sometime in 2019, may influence traffic volumes.</p> <p><b>Devolved Budget.</b> Please let me know if there are any projects that require funding as there is money available for 2019.</p> <p><b>Action:</b> Cllr Young to contact Cllr Gibson regarding funding available for the Neighbourhood Development Plan.</p>	<b>Cllr Young</b>
<b>7</b>	<p><b>Planning</b></p> <p>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"> <li>a) 18/02670/FULLS – Construction of a domestic and agricultural storage building and the re-routing of an existing driveway - Wallgarden Cottage Houghton Road North Houghton – <b>No Comment</b> – Proposed Cllr Burt, seconded Cllr Dougall, all agreed.</li> <li>b) 18/02984/CLPS - Application for a Lawful Development Certificate for external and internal alterations to an outbuilding for use as an annexe - Drayton Lodge Houghton Road North Houghton – <b>No Comment</b> – Proposed Cllr Burt, seconded Cllr Adams, all agreed.</li> </ul>	
<b>8</b>	<p><b>TVBC Planning</b></p> <p>Cllr Burt to provide an update on visit to Planning Department.</p> <p>Cllr Burt confirmed that she and Cllr Young attended a meeting with Jason Owen, Planning Officer at TVBC to discuss inconsistencies in planning decisions within Houghton Parish. Head of Planning, Paul Jackson, and Jason Owen will attend an open meeting with the Parish Council and parishioners at 7pm Tuesday 12<sup>th</sup> February 2019 at the village hall. Cllr Burt will publicise the meeting and all are welcome to attend. Any questions, particularly relating to specific applications/decisions should be emailed to Cllr Burt in advance of the meeting.</p>	<b>Cllr Burt</b>
<b>9</b>	<p><b>Village Defibrillator</b></p> <p>Cllrs to consider whether the Parish Council take on responsibility for the future maintenance and appoint a responsible person.</p> <p>Cllrs agreed to take responsibility for the future costs of maintaining the village defibrillator – Proposed Cllr Burt, seconded Cllr Dougall, all agreed.</p> <p>It was confirmed Mrs Young is the responsible person for the weekly checks along with two other residents.</p>	
<b>10</b>	<p><b>Budget and Precept Approval</b></p> <ul style="list-style-type: none"> <li>a) Cllrs to approve the Budget for 2019/20 – Cllrs discussed and approved the draft budget – Proposed Cllr Burt, seconded Cllr Young, all agreed.</li> <li>b) Cllrs to approve the Precept demand for 2019/20 – Cllrs discussed the precept requirements and approved an increase for 2019/20 to £10,500.00 – Proposed Cllr Burt, seconded Cllr Adams, all agreed.</li> </ul>	
<b>11</b>	<p><b>Noticeboard</b></p> <p>Cllrs to review quotations to replace the noticeboard using CIL funds. Cllrs to agree</p>	

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	<p>location of new board.</p> <p>Cllrs reviewed the quotations provided for a two bay or three bay noticeboard. It was felt that a decision could not be made as to the size or location of the board until a discussion has taken place with the village hall committee. Cllr Dougall confirmed a village hall committee meeting was due in January. A decision on this item was deferred until the next PC meeting.</p>	<b>Deferred Ag Item</b>																												
<b>12</b>	<p><b>Finance</b></p> <p>a) Cllrs to propose acceptance of the financial statement for the period of 1<sup>st</sup> November to 31st December 2018 – Proposed Cllr Burt, seconded Cllr Dougall, all agreed.</p> <p>b) Cllrs to consider a funding request from PCC – Cllrs approved the requested grant payment of £1000.00 to the PCC for maintaining the churchyard under Local Government Act 1972 s214(6) – Proposed Cllr Burt, seconded Cllr Dougall, all agreed.</p> <p>c) Cllrs to consider a funding request from Stockbridge Neighbour Care – (Cllr Young remained in the room but took no part in the decision of this item). Cllrs approved the requested grant payment of £500.00 to the Neighbour Care group under Local Government Act 1972 s137 – Proposed Cllr Burt, seconded Cllr Chant, all agreed.</p> <p>d) Cllrs to approve changes to the banking mandate – Cllrs approved the removal of ex Cllr Kenneson and addition of Cllr Dougall as signatory on the bank mandate – Proposed Cllr Burt, seconded Cllr Chant, all agreed.</p> <p>e) Cllrs to approve the following payments to be made - Proposed Cllr Burt, seconded Cllr Adams, all agreed.</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Payee</u></th> <th style="text-align: right;"><u>Amount</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>Clerk Salary (Nov)</td> <td style="text-align: right;">£374.44</td> <td>Clerk Salary (Dec)</td> <td style="text-align: right;">£374.64</td> </tr> <tr> <td>Clerk/office expenses</td> <td style="text-align: right;">£61.75</td> <td>HALC Cllr Training</td> <td style="text-align: right;">£216.00</td> </tr> <tr> <td>Share of BT line rental</td> <td style="text-align: right;">£20.99</td> <td>CPRE Subscription</td> <td style="text-align: right;">£36.00</td> </tr> <tr> <td>SLCC Membership (1/3<sup>rd</sup>)</td> <td style="text-align: right;">£52.00</td> <td>PCC Grant</td> <td style="text-align: right;">£1,000.00</td> </tr> <tr> <td>Stockbridge Neighbour Care</td> <td style="text-align: right;">£500.00</td> <td>A Young Defib battery</td> <td style="text-align: right;">£180.00</td> </tr> <tr> <td>A Young Defib pads</td> <td style="text-align: right;">£61.19</td> <td>ICO registration DD</td> <td style="text-align: right;">£35.00</td> </tr> </tbody> </table> <p style="text-align: center;"><u>Closing bank balance as at 31<sup>st</sup> December 2018 - £21,577.93</u></p>	<u>Payee</u>	<u>Amount</u>	<u>Payee</u>	<u>Amount</u>	Clerk Salary (Nov)	£374.44	Clerk Salary (Dec)	£374.64	Clerk/office expenses	£61.75	HALC Cllr Training	£216.00	Share of BT line rental	£20.99	CPRE Subscription	£36.00	SLCC Membership (1/3 <sup>rd</sup> )	£52.00	PCC Grant	£1,000.00	Stockbridge Neighbour Care	£500.00	A Young Defib battery	£180.00	A Young Defib pads	£61.19	ICO registration DD	£35.00	
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<b>12</b>	<p><b>Cllrs to receive updates on the following:</b></p> <p>a) Neighbourhood Development Plan – A village meeting will be arranged soon to present analysis of results. Some small sub groups may be set up to look at specific areas. An application may be made to the CBF for a powerpoint projector if one is not available locally.</p> <p>b) Community Benefit Fund update – Next meeting is on 17<sup>th</sup> February, there are a couple of grant applications in the pipeline.</p> <p>c) Playground and Trees – Cllr Young reported the full annual tree survey is completed. 2 trees on the recreation ground are to be surveyed when in leaf. Play equipment is all okay.</p> <p>d) Lengthsman Scheme – Not much happening at the moment, Cllr Burt to contact lead parish to confirm when lengthsman is next visiting Houghton.</p>	<b>Cllr Burt</b>																												
<b>14</b>	<p><b>Next Meetings.</b></p> <p>a) Tuesday 12<sup>th</sup> February – 7pm Open Meeting with TVBC Planning Department.          Tuesday 12<sup>th</sup> March 2019 – 7.30pm – Houghton Village Hall</p> <p>b) Cllrs to agree the date of Parish Assembly – Cllrs to confirm with Clerk which is preferable between 2<sup>nd</sup> or 9<sup>th</sup> April 2019.</p>	<b>Cllrs</b>																												

**Meeting closed at 8.58pm**

**These minutes were approved and signed by the Chairman at the meeting held on Tuesday 12<sup>th</sup> March 2019**