

**All Parish Councillors are duly summoned to attend
the Meeting of Houghton Parish Council to be held
on Tuesday 1st July 2025 at 19.00
Venue: Houghton Village Hall**

AGENDA

- 1. Chairman's Welcome and Public Participation**
- 2. Apologies for Absence**
- 3. Declarations of Interest**
To declare an interest in any items of business on this agenda.
- 4. To agree the accuracy of the minutes of the meeting held on 20th May 2025**
- 5. Borough and County Councillor Reports**
To receive Borough and County Cllr reports.
- 6. Planning**
 - i) To discuss draft local plan and proposed housing development next to Danebury School.
 - ii) To propose a response to be submitted to TVBC in relation to planning applications:
 - a) 25/01158/FULLS - Construction of vehicular access and parking space – 13 Stevens Drove, Houghton.
 - b) 25/01193/FULLS - Conversion and alteration of outbuilding to form ancillary annexe – 19 Houghton Corner, Horsebridge Road, Houghton.
 - c) 25/01305/TREES - T1 - Bay - Re-coppice to last coppicing points, T2 - Yew - Branches over-hanging boundary wall - prune back to the boundary line, up to a maximum height of 4 metres from ground level, T3 - Yew - Reduce length of low hanging branch by 1.5 metres, T4 - Yew hedge - Reduce height to just above fence height, T5 and T6 Yew – Fell – All Saints Church, Church Lane, Houghton.
 - d) 25/01352/FULLS & 25/01353/LBWS - Re-roof and insulate loft – Houghton Farm House, Houghton.
 - e) 25/01377/FULLS - Roof extension and conversion to 2 no. Bedrooms and rationalization of the roofs and porch – St Athens, Chapel Close, Houghton.
 - f) Any other planning applications recently received.
- 7. Finance**
 - a) To propose acceptance of the financial statements for the periods 1st to 31st May and 1st to 30th June 2025.
 - b) To approve the Schedule of Payments.
- 8. Updates**
 - a) To receive an update on Flooding/HCC
 - b) To receive an update on the Play Area refurbishment.
 - c) To receive an update on Pan Parish Group
- 9. Councillor Co-option**
To review and approve co-option of candidate to fill a vacancy.
- 10. Next Meeting**
Full Council Meeting – Tuesday 9th September 2025 at 19.00