

**All Parish Councillors are duly summoned to attend  
the Annual Meeting of Houghton Parish Council to be held  
on Tuesday 3<sup>rd</sup> September 2024 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 meetings held on:**
  - a) 9<sup>th</sup> July 2024
  - b) 12<sup>th</sup> August 2024
- 5. Borough and County Councillor Reports**  
To receive Borough and County Cllr reports.
- 6. Planning**  
To propose a response to be submitted to TVBC in relation to planning applications:
  - a) 24/01842/FULLS - Erection of replacement roof and alter fenestration of single storey extension, formation of 7 dormer windows – Eveley Farm, Stevens Drove, Houghton.
  - b) 24/01902/FULLS – Installation of roof light – Mayfield House, Houghton.
  - c) Any other planning applications recently received.
- 7. Finance**
  - a) To propose acceptance of the financial statements for the period 1<sup>st</sup> July to 31<sup>st</sup> August 2024.
  - b) To approve the Schedule of Payments.
- 8. Updates**
  - a) To receive an update on CCTV system.
  - b) To receive an update on Flooding/HCC.
  - c) To receive an update on River Pollution/Pan Parish Group.
  - d) To receive an update on Community Resilience Plan.
- 9. Co-option of Parish Councillor**  
To consider applications for co-option.
- 10. To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion regarding commercial sensitivity.**  
**Play Area Regeneration Project**  
To review tender submissions received and approve a contractor.
- 11. Next Meeting**  
Full Council Meeting – Tuesday 5<sup>th</sup> November 2024 at 19.00 at Houghton Village Hall.