

**All Parish Councillors are duly summoned to attend
the Meeting of Houghton Parish Council to be held
on Tuesday 4th November 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 meetings held on:**
 - a) 9th September 2025 – Full Council Meeting
 - b) 16th October 2025 – Extraordinary Meeting
- 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) 25/02516/LBWS - Regularisation application - Concrete and gravel drain – Hunters Cottage, Houghton.
 - b) Any other planning applications recently received.
- 7. Updates**
 - a) To receive an update on Flooding/HCC
 - b) To receive an update on the Play Area refurbishment.
 - c) To receive an update from the Pan Parish Planning Group.
 - d) To receive an update from the Pan Parish River Pollution Forum.
- 8. Finance**
 - a) To propose acceptance of the financial statements for the period 1st September to 31st October 2025.
 - b) To consider a grant application for the PCC - £1000.00
 - c) To consider D Robins grass cutting quotation for 2026 - £1000.00
 - d) To approve the Schedule of Payments.
- 9. To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion regarding staff matters.**
- 10. Next Meeting**
Full Council Meeting – Tuesday 13th January 2026 at 19.00