

Agenda Meeting Notes – KSPC Meeting – Monday 12th April 2021

Agenda Item 4 – Report from PC Tristan Pugh 3672

Apologies. I cannot make the meeting as working a day shift and have a number of appointments already booked.

Regards the dogs Out of control (item 13), this public release may be relevant to your meeting:

<https://www.hampshire.police.uk/news/hampshire/news/news/2021/march/hampshire-constabulary-issues-warning-to-dog-walkers-in-rural-areas/>

Overview of the last month - In the last 30 days the beat of Kings Somborne and Michelmersh has had the following incidents:

- Antisocial Behaviour
 - 44210101306 – 18/03/2021 – Dirt Bike on Test Way.
 - 44210115378 – 27/03/2021 – 5 Mopeds causing ASB (nearer Romsey)
 - 44210120696 – 31/03/2021 – Fly tipping Timsbury – enquiries being carried out with TVBC
- Assaults
 - 44210109313 - 23/03/2021 – 11-year-old assaulting another at school – 44210121214 also relates.
 - 44210127687 - 04/04/2021 – Users of Audi A8 S498 BJO in Scott Close were abusive to residents who were challenging their activity. Suspect males were stealing a Catalytic Converter from a parked car. Enquiries ongoing. Reassurance patrols of the area being carried out. No injuries, but subjects (not believed local) – were intimidating in their behaviour.
- Fraud
 - Several frauds reported. Online scams. Being investigated.
- Commercial Burglary
 - 44210093172 – 11/03/2021 overnight – Timsbury. Sheds and outbuildings. Theft of 4x new wheels and tyres, Generator and Sanitising equipment. Damage to fencing to gain entry.
- Residential Burglary (Garage)
 - 44210111220 – 25/03/2021 03:00 – Kings Somborne. Informant reported that their garage has been broken into in the past 30 minutes. The suspects have left in a WHITE ESTATE-type vehicle. Petrol driven machinery stolen. Crime prevention advice given. Target hardening with CCTV being considered by owner. Logging of all property on immobilise.com being carried out.
- Criminal Damage
 - 44210127412 – 05/04/2021 – criminal damage to a fence at the Fisheries, Kings Somborne.
- 2 Domestic incidents.
 - Public order incident – 44210126969 – related to theft in Scott Close.
- 4 Road traffic collisions
 - 1 Sudden death – not considered suspicious.
- Theft
 - 44210118254 - 29/03/2021 – from the fisheries (Poaching)
- 4 thefts from vehicles:
 - 44210094662 - 13/03/2021 13:30 – Window smashed and Bike parts stolen from vehicle in Kings Somborne
 - 44210097394 - 15/03/2021 16:15 to 1705 – smashed window. Purse stolen. Stockbridge
 - 44210099010 - 16/03/2021 16:30 to 1805 – Michelmersh – car window smashed and some empty shopping bags stolen.
 - 44210129883 - 05/04/2021 22:00 – Theft of Catalytic Converter, Eldon Close Kings Somborne.

If anyone has further information on any of the above, please phone 101 quoting the crime reference number. Thank you.

Police Constable 3672 Tristan Pugh, Romsey Rural Neighbourhoods Policing Team - Hampshire Constabulary

Agenda Item 6 – Resolved Actions List

Minute

Ref:

546

Additional SLR

Westcotec confirm repairs are complete. The SLR will be forwarded to Simon Nightingale for installation.

561d

Community Building – Canopy Installation – Grant Application

Successful application for a Councillor Community Grant, £1000 agreed by TVBC towards the canopy and installation costs. Our thanks to Cllr Tony Ward for his proactive suggestion and support. Supportive installation

quotation received from Ian's Garden and Property Maintenance, via the pre-school. The canopy is currently out of stock, but as soon as available it will be purchased and installed.

570b Bus Service Access to Eldon Road

Stagecoach has confirmed that the bus service up Eldon Road continues and there are no plans to discontinue this. Occasionally parked cars make access difficult and if this can be considered this would be helpful. Stagecoach would support an application for white lines but are not planning on leading on this. They are not able to put on a smaller bus due to their school contract with HCC. The owners of the parked cars are not parking illegally but are aware of the problems.

570d Play Inspections with Rospa

Inspections of the 3 play areas are booked for May/June, prior to undertaking renovation works. Arranged to meet the Inspector on site with Cllr Duncan. Hope to be in a position to bring quotations for maintenance repairs to the June or July meeting. Further to discussion with the Chair, I have also arranged for Rospa to inspect the Trim Trail as 10 of the exercises use apparatus.

580d Topsoil for Cricket Ground

Delivered and rolled by the Cricket Club, to whom we extend our thanks.

592 Noticeboard at entrance to Village Hall – Ownership and Repair

This belongs to the Parish Council and has been repaired.

593a Police – Local Policing Team

Our Local Policing Team is based in Romsey. Connections made with our Beat Officer, PC Tristan Pugh 3672. PC Pugh will be invited to the monthly Parish Council meeting, and we have agreed we will e-mail each other as helpful.

595c Gauntlet – Advertising on the Noticeboards to increase circulation.

The Gauntlet advertised on the notice boards at the start of the first lockdown, believed seen by many. The editorial team hope the May 2021 edition will be the last online-only edition and are hopeful that door-to-door distribution will be able to take place for the June edition.

602 E-mail Migration

Successful e-mail migration undertaken by Affordable IT by the deadline of 13th March 2021. New kingssombornepc.co.uk domain name

601 Website Hosting

Successful migration undertaken by Northerwood Websites, by the deadline of 13th March 2021.

Credit Card

A Barclaycard Select Cashback Credit Card has been applied for, a new product recently launched for Businesses. Offers Section 75 consumer credit act protection as well as purchase protection and cardholder misuse insurance. No annual fee, no minimum spend, 1% cashback. If agreed, a direct debit will be set up to ensure the card is paid off in full on a monthly basis.

Agenda Item 10 – Village Hall Grant Request

Original Request: At the March 2021 meeting, Council discussed the request from the village hall for a grant of £2,900 to purchase:

- Carpet Bowls equipment (new) - £2,400
 - Quotation: £2,111.70 + allowance in consideration of quotation expiry date 31/03/21.
- Carpets (2nd hand from Chilbolton) - £500.

New Request: Since this meeting, the Chairman of the Village Hall Management Committee as revisited this sum, to see whether the amount required/requested can be realistically reduced. He confirms:

- **Expressions of Interest:** 48 people have expressed an interest. If half of this number become members, say 25, and each pay a £10 membership, this will generate £250 which can be put towards equipment costs.
- **Equipment Costs:**
 - Carpet Mats - £500 – this price remains unchanged.

- Equipment - £2,112 (£1,760 + £352 VAT) – reducing the allowance in consideration of the quotation expiry date to £64, gives a total of: £2,176 (£1,813 + £323 VAT)
- **Revised Sum Requested: £2,425.70**
 - New Equipment (2,176) + Carpets (500.00) – Potential Membership (250.00)

Councillor’s Suggestion: The question has been raised by a couple of councillors, as to whether the Council could consider purchasing the equipment, rather than giving a cash donation.

Council Finances: In consideration of the sum requested against the grant allowance, £2,000 for the year, the Council wished to wait until the end of the financial year to gauge what the Council could realistically afford. These figures will be available for the Monday meeting.

The Chairman of the Village Hall Management Committee will be available to answer any questions in the public session.

Agenda Item 11 – Request from Slice ‘n’ Dice

In November 2021 Slice ‘n’ Dice attended the Council meeting to discuss bringing their pizza trailer to the village for takeaway pizza. Further to the meeting Test Valley Council advised Slice ‘n’ Dice that their proposed location was not suitable, so they withdrew their application.

At the meeting, a resident suggested that maybe a different location would be more suitable, such as the car park next to the village hall. Slice ‘n’ Dice agree this would be a much safer and practical location. They therefore request agreement, for once a month on a Friday evening, to come and provide a takeaway pizza service from the carpark. They will arrive at 4.30 to set up, serve from 5.30pm until 8.30pm and will leave by 9.00pm. All orders will be pre-booked with 10-minute collection slots.

Further to receiving the above request I discussed with Slice ‘n’ Dice the difference between the Village Hall Carpark (managed by the Village Hall) and the Recreation Ground Carpark (managed by the Parish Council), of which they were not aware. Slice ‘n’ Dice are totally open to parking wherever is considered most convenient. They are also very willing to be flexible in consideration of local need e.g., if a specific evening is not convenient for any reason.

As previously, Slice ‘n’ Dice confirm they have all the required certificates to trade, which they will provide. They confirm they do not require TVBC agreement due to the distance from the road.

I have spoken with the Chairman of the Village Hall Committee, who confirms his support of the request in principle, but would wish to keep the 5 or 6 village hall carparking spaces free for village hall users i.e., those leading activities etc. I therefore table this agenda item for Council consideration, to consider agreement for Slice ‘n’ Dice to park within the recreation ground part of the car park, at a location the Council feels most suitable to enable both residents just seeking pizza and hall users easy access.

Slice ‘n’ Dice will be available to answer any questions within the public session.

Agenda Item 12 – Commemorative Tree for Up Somborne Recreation Ground

The Council was approached by Borough Councillor Ian Jeffrey, seeking agreement to plant a Flowering Cherry (Prunus Pandora) on Up Somborne Recreation Ground. The location was identified with Cllr Duncan and agreement sought for immediate planting in consideration of the planting season. The tree is currently a sapling of about 2m (6 feet) tall, which in 20 years will grow to 5m (16 feet) tall with a spread of 3m (10 feet). It has pale shell-pink flowers in March or early April. Spring foliage is an attractive bronze-red, turning green as it matures, then purple-red during autumn. Non-evergreen. In consideration of the summer ahead, the tree will be watered by Cllr and Mrs Jeffrey as needed.

The funds for its purchase were raised by Up Somborne villagers through a garage sale last summer, with the aim of commemorating the community team spirit of the many Covid volunteers of 2020/2021. Councillor Jeffrey would like to schedule an official opening and positioning of a plaque at the end of Lockdown.



The Council is asked to ratify the decision to plant the tree and to agree in principle to an opening ceremony (detail currently unknown) at the end of Lockdown.

Councillor Jeffrey has been invited to the meeting to answer any questions in the public session.

Agenda Item 13 – Concern raised regarding dogs walked off lead on public land, not under close control.

The Council has received correspondence from a resident, increasingly concerned at the number of dogs walked off lead, which he considers not to be under close control, that have frightened his dog. He walks his dog on lead which barks when worried by other dogs as it has been attacked in the past. He reports that when raising his concern with other dog owners he has received hostile responses.

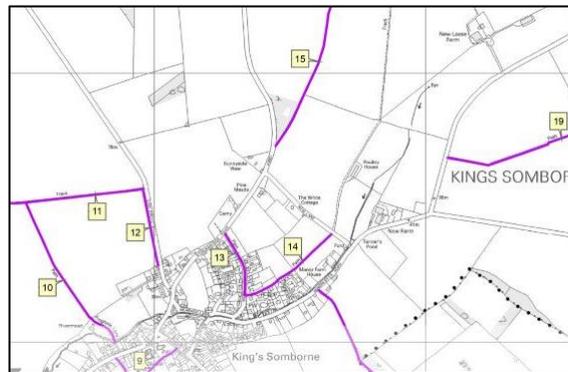
He confirms his experience has been on both the rights of way (managed by HCC) and on the KS recreation ground (managed by KSPC). His concern is not in respect to dogs being walked off lead, but dogs walked off lead who are not under close control i.e., who approach and frighten his dog.

He raises concern in respect to the increasing number of dogs and the impact on ground nesting birds; children, some of whom will be frightened of dogs; the potential for dog bites of which he has experience treating; and an increasing amount of dog faeces, which cannot always be found and collected if a dog has run out of sight. He asks Council consideration as to how these issues can be addressed within our area.

The resident has been advised that this has been tabled on the agenda and that he is welcome to attend to speak / answer Councillor questions in the public session. The residents e-mail has been forwarded to Councillors in full as confidential information.

Agenda Item 14 – Potential Extension of Public Rights of Way

The question has been asked as to whether it is possible to link footpaths 14 and 15 to provide a continuous footpath from the centre of the village to the Stockbridge Downs, using s106 funds. And whether the Clerk could be asked to approach the landowner and Rights of Way to explore feasibility.



Agenda Item 15 – Parking in Strawberry Lane, Up Somborne

Notes prepared by Cllr Peter Duncan:

A number of Up Somborne residents have recently raised the issue of car parking on Strawberry Lane. The issue was discussed briefly at the Council meeting in December 2020 and, as suggested, an open letter was written to residents asking them to be mindful of the problem and do what they could to minimise parking on the lane itself. Unfortunately, the letter appears to have had very little effect.

There are two particular on-lane parking 'hot spots': by the post/ phone boxes; and further up the lane near the entrance to the playing field. When cars are parked at the former, it results in a very narrow and dangerous bottleneck, compounded by lack of clear view down the hill. At the latter spot, cars and vans continue to be parked on the verge by the playing field gate, resulting in this becoming very worn down, muddy and something of an eyesore.

Most of the vehicles parked seem, as far as can be told, to belong to residents themselves, or those visiting/ engaging in work for residents. While sometimes on-lane parking is unavoidable, the perception is that it is often a matter of pure convenience. Vehicles parked on this narrow lane are causing problems for others. They are especially problematic for large farm vehicles heading to or from Lovells Farm; and also for residents who are finding it difficult to negotiate a way out of their own properties. The problem is made worse by the large lorries that often pass up and down the lane, some of which are travelling to and from the engineering works at Forest Extra and are therefore breaching the traffic regulation that has been imposed, which stipulates large and heavy vehicles can use the lane for village access only. (An agreed route for HGVs serving Forest Extra avoids Strawberry Lane completely and uses Chalk Vale to access the site.)

The dangers and difficulties of this state of affairs are obvious. Pedestrians may be 'squeezed' between passing and parked vehicles: residents may find access and egress from their own properties problematic and risky; and if there were ever to be an emergency, a large vehicle such as an ambulance or fire engine would find it very tricky to make its way at speed through the village.

At the same time, particularly at the playing field site, there is some recognition that users of this (e.g. families coming from outside the village with small children) may find it useful to park their cars nearby. It has been proposed that two or three formal parking spaces be made available for this purpose, perhaps by tarmacking over a proportion of the grass verge at this point, or otherwise making it more robust. It must be said, however, that this proposal is not universally accepted by villagers. Other possible 'solutions' include the imposition of parking restrictions for the length of the lane (although some feel that single or double lining/ signs would spoil the character of this small village): and amending existing signs at the top and bottom of Strawberry Lane to make it clear that it is not a route for heavy through traffic. (It is understood that the police have freely admitted they do not have the resources to enforce the existing regulation, and any monitoring of infringement therefore has to be by residents themselves, which in the past has resulted in abuse etc. from offenders.)

It may be that there is no perfect 'solution' to these difficulties, and in any case decisions on at least some of the possibilities lie with the Highways authority. Nevertheless, Council's views on the matter would be appreciated by residents, along with an indication of what it feels it could do to help ameliorate the situation.

Agenda Item 16 – MUGA – Booking Form

The MUGA booking form on the website is working and used. However, the licence for the Birchpress scheduling plugin which is used, hasn't been renewed since it expired in August 2019. The result of this is that we are not receiving any updates and in time it the booking system may become insecure or stop working. The annual licence fee is approximately £71. Would Council like this to be renewed?

Agenda Item 17 – Bi-annual Play Equipment Inspection Reports

These were undertaken as agreed in March 2021 by Seagrave Ltd., and are attached separately. One high risk fault was identified, namely the rubber on one of the **cradle swings at the Kings Somborne play area** had deteriorated further. On speaking with Seagrave Ltd., I was advised this seat should be removed immediately as in the experience of other inspectors the metal inside the rubber had in some instances been found to be sharp and cause injury. The seat was removed the same day and I am seeking a replacement.

In respect to the **'half-pipe' sign**, noted as being too far from the 'half-pipe', I sought the advice of Roy Curtis who inspects the play area weekly, and he suggests in consideration of cost we leave it where it is and add another sign onto the fence at the corner of the MUGA. Or we could relocate the sign and post adjacent to the path and left of the John o gaunt sign. Roy kindly provided the following photos for reference. Bearing in mind the current sign covers both the playground equipment as well as the 'half-pipe', my suggestion to Council is that we purchase a new sign that is attached to the MUGA fence.



A further sign that Roy advised is mentioned is the **small red sign on the ground next to the path referring to no dogs in the playground**. The quality is poor and almost unreadable. Roy suggests we could either remove it as there are other signs saying no dogs, and/or we could purchase a new sign for the fence of the playground.

I am currently collating a list of replacement signs required generally and can add one or both of these to the list, as Council considers appropriate.



Moving forward, I have received correspondence from two residents. One, further to an initial enquiry last November, asking as we come out of lockdown whether we can **clean the equipment of the grime and mould**. Further to Council's previous discussions some funds have been set aside and with Council's agreement I can obtain comparative quotations. A second resident has enquired whether we are in a position to **revamp the play area** generally, offering assistance as helpful. The key constraints are capacity and funding. Cllr Hughes is arranging to meet with her to discuss how she can best support at this time.

Council thoughts/agreement is sought as follows:

- For replacement 'half-pipe' and 'no dogs' signs as suggested above.
- To obtain quotations to clean the play equipment.
- Any other matters raised in the March 2021 Play Equipment Inspection Reports that Council would ask I investigate.

Agenda Item 18 – Community Speedwatch Team – New Coordinators

Nicola Pye, a member of the Community Speedwatch Team, has kindly offered to stand as one of two coordinators, as a voluntary role-share, replacing Terry Heffernan. Subject to the Council confirmation, Nicola suggests it would be helpful if the 2nd volunteer is comfortable with technology and has good eyesight to read the machine. She suggests a division of responsibilities as follows:

Nicola		2nd Volunteer
Organise Rota	Liaise to find out what times are convenient for volunteer 2 and the rest of the team	Recruitment
Print Recoding Documentation		Maintaining and charging Equipment
Loading manual data onto spreadsheet		Holding sessions arranged and dropping off paperwork to Nicola for processing.
Mailing manual data sheets to Constabulary		Reporting to Parish Council
E-mailing spreadsheet to Constabulary		Attending Parish Council (as required)
Following up any resultant queries from Police.		

Overview – Nicola writes: Speedwatch sessions generally take place between March to mid-November. We do not go out if it is pouring with rain, blowing a gale or bitterly cold! In the past we have done 2 sessions a week, but this is dependent on how many there are in the team as we need a minimum of the person in charge of the equipment, plus 2 or 3 others. In the past we have had 3 time slots broadly speaking breakfast time, lunch time, and evening rush hour. Each session lasting an hour.

Volunteers can do as many or as few sessions as they want, but the other co-ordinator who has the machine, would need to attend every time. No particular skills required, just a willingness to assist as part of the team.

The Council is asked to consider confirming Nicola Pye as one of two role-share coordinators. The Council to advertise on Facebook and in the Gauntlet for a 2nd Volunteer Coordinator.

Agenda Item 19 – Data Processing Agreement with Northerwood Business Systems.

Councillor Whitehead noted this needed to be in place. Please find attached a proposed agreement for Council agreement, modelled on an agreement written by the legal team of a local Borough Council. There have been no changes to data protection legislation since this agreement was written.

Agenda Item 20 – Regulations to Enable the Council to Meet Remotely

As from 7th May 2021, the legislation introduced to enable remote Parish Council meetings, no longer applies. This has led to widespread concern as the dates provided in the COVID Roadmap to unlock do not marry.

Due to the concern, on 23rd March 2021 the Association of Democratic Services Officers (ADSO), Lawyers in Local Government (LLG) went to the High Court and received permission to advance their claim for a declaration allowing local councils to continue to hold remote meetings beyond the 6th May 2021 deadline.

The court has directed that a timeline to proceed will ensure that the case be decided before the end of April. LLG and ADSO are confident that they have built a strong case and remain optimistic about the outcome, however in the meantime, councils are encouraged to agree contingency plans to ensure they are well placed to continue lawful decision making from 7th May 2021.

In consideration of the Roadmap, have advised:

Epworth Hall: Not reopening for at least a couple of months. No immediate plans.

Village Hall: The Council is welcome to hold Council meetings in the Village Hall as from Monday 17th May. Or we may wish to wait until Monday 21st June. COVID restrictions re: numbers and social distancing are in place between 17th May and 20th June:

- **Set-up:** 6' social distancing between all. Sufficient tables for Members and chairs for the public.
- **Numbers:** Maximum 30. Face to face or Hybrid:
 - **Hybrid:** Face to Face Councillors only. Public access via zoom.
 - **Only Face to Face:** The meeting must be open to the public so if more than 20 public anticipated Zoom will also need to be considered.
- **Technology:** The village hall has the technology to enable meetings to be livestreamed via zoom. But someone will need to manage this alongside (for the first time) a hall volunteer.
- **Cleaning:** Members responsible for cleaning tables and chairs before and after and we are asked to provide our own cleaning materials. One way forward would be for everyone to bring their own cleaning materials and be responsible for cleaning their own space.
- **Cost:** £11 an hour, with ½ hour before and after free for cleaning. (6.30 to 9.30 = 3 hours).
- **Setting Up and Closing Down:** Volunteers required to assist the Clerk please.

Further to discussion with colleagues and professional bodies, the following seems a recommended way forward:

For consideration:

- a) **Decisions required to support the smooth running of the Council.**
 - a. To resolve that if Council is not lawfully able to meet remotely, that the Clerk may make decisions to support the smooth running of the Council, in consultation with Members (NALC recommendation).
 - b. To support this, informal consultation meetings with Members (planning and full as appropriate) e.g., utilising dates when Council would usually meet.
- b) **Annual General Meeting** – Legislatively this should be held annually in May. However, the common-sense approach is suggested. Possibilities:
 - a. Hold the AGM via zoom in the first week of May (NALC¹ recommendation). As Mon 3rd is a public holiday this would need to be Tues 4th, Wed 5th or Thurs 6th May.
 - b. Potentially Mon 12th May via zoom – but only if the legislation is changed.
 - c. Mon 17th May in the village hall with COVID compliancy – or zoom if legislation changed.
 - d. Postpone until the Council next meets face to face.
- c) **Annual Parish Meeting (Parish Assembly)** – Legislatively this should be held annually between 1st March and 1st June inclusive. However, the common-sense approach is suggested. Possibilities:
 - a. Hold a scaled-down meeting via zoom before 7th May e.g., Monday 26th April. (NALC recommendation) Or,
 - b. Do not hold an Annual Parish Meeting this year. And,
 - c. If, later in the year it is felt a Parish Meeting would be helpful it can be called.
- d) **Approve and Sign the Annual Governance and Accountability Return (AGAR)** – before the 30th June. (This must be e-mailed to PKF by 2nd July and the Exercise of Public Rights must start by 1st July). Possibilities:
 - a. Mon 7th or 14th June via zoom if legislation changed or in Village Hall with COVID compliancy.

¹ NALC = National Association of Local Councils

- b. Mon 21st June in the Village Hall after restrictions end.

For those that wish I attach relevant papers:

- Local Authority Meetings, MHCLG, dated 25th March 2021
- COVID-19 Road Map to unlocking as applied to Village and Community Hall, ACRE, correct as of 1st March 2021.
- HALC Guidance Note – 2021 Annual Council and Annual Parish Meetings, 10th March 2021

Agenda Item 21 – Recorded Minutes

Currently, both the Full Council and the Planning Committee Meeting Minutes are numbered in numerical order, both starting at 1 from the beginning of the financial year.

My proposal is that from the beginning of 2021/22 (April 2021 meetings) that two small additions are introduced, providing reference to the financial year and whether a full council or a committee meeting. E.g.:

- a) Full Council: 21/001 FC, 21/002 FC etc.
- b) Planning Committee: 21/001 PL, 21/002 PL etc.
- c) Personnel Committee: 21/001 HR, 21/002 HR etc.

Council consideration is requested.

Agenda Item 22 – Clerk's Report

a) Lime Trees in front of the School

Further to liaison with the school and HCC, HCC has advised they will complete a planning application seeking TVBC agreement to pollard the trees in the February half term 2022.

b) Kings Somborne Play Area Fence Repairs

A gravel board and a number of posts have been replaced in the fence, due to rotting. Our thanks to those who assisted.

Agenda Item 23 – Correspondence Received

a) Installing a Mirror on Railings in Winchester Road

A resident has enquired whether he may install a small safety mirror on the railings in Winchester Road, as others have done.

b) Poor state of disrepair of the railings that form the access to the Test Valley way at Horsebridge

Councillors Alison Johnston and Andrew Gibson are kindly dealing with this and will keep us updated. Cllr Ward is aware.



c) Houghton Neighbourhood Development Plan

A public consultation on the draft Houghton Neighbourhood Development Plan held in accordance with Regulation 14 of the Neighbourhood Planning (General) Regulations 2012 as amended will start at 9.00 a.m. on Monday, 12 April and end at 5.00 p.m. on Monday 7 June 2021.

Where you can inspect the draft Neighbourhood Development Plan

The draft Neighbourhood Development Plan and supporting documents may be inspected on the Parish Council website at <https://www.houghtonparishcouncil.org/>. Printed copies of the Neighbourhood Development Plan can be obtained on request from the Parish Clerk at houghtonparishcouncil@gmail.com or telephone 07745 251319.

How to make comments on the draft Neighbourhood Development Plan

Comments must be made in writing and include the name and address of the person making the comments. Please make comments as specific as possible, quoting the relevant policy or paragraph number(s). All comments will be publicly available.

A comments form is available and can be either downloaded and printed from the Parish Council website, or requested from the Parish Clerk.

Send us your comments:

- by email to the Parish Clerk at houghtonparishcouncil@gmail.com.
- by post to the Parish Clerk, c/o Homeleigh, Jacks Bush, Lopcombe, Salisbury SP5 1BZ.
- by hand to the collection box at Houghton Village Hall.

If you have any questions, please telephone either Alan Young on 01794 388612 or Llyn Adams on 01794 389690.

All comments must be received by 5.00 p.m. on Monday 7 June 2021. These will be considered by Houghton Parish Council and will help shape the final Neighbourhood Development Plan.

Thank you for your interest in the Plan. Councillor Alan Young, Chairman, Houghton Parish Council

Liz Manship, Clerk to KSPC, 9th April 2021