

**HOLT PARISH COUNCIL
MINUTES OF THE MEETING HELD IN HOLT VILLAGE HALL
AT 7.30 p.m. ON THURSDAY 15 FEBRUARY 2024 IN HOLT VILLAGE HALL.**

Present :- D. Pugh (Chairman), C. Adams, J. Hill, J. Harper, C. Lightfoot (Clerk).

In Attendance:- District Councillor Mr D. Clarke, County Councillor S. Richardson-Brown.

Absent:- S. Williams, M. Taylor.

1.	<p><u>Public Question Time.</u> There were no members of the public present and therefore no questions. The Chairman presented Parish Councillor Mr J. Harper with a card and gift in recognition of the work he has undertaken on the village hall project.</p>
2.	<p><u>To consider apologies and approve reasons for absence.</u> The Clerk reported that apologies had been received from Parish Councillor Mrs M. Taylor and Parish Councillor Mr S. Williams. Parish Council approved the reasons for absence.</p>
3.	<p><u>Declarations of Interest.</u> a) Register of Interests. There had been no changes to the Register of Interests. b) Registration of Personal Interests. Parish Councillor Mr J. Harper registered an interest in planning application M/23/00977/HP The Farmhouse, Top Barn Farm, Worcester Road, WR6 6NH. c) Registration of Prejudicial Interests. There was no registration of Prejudicial Interests. d) Written requests for the Council to grant a dispensation. There had been no written requests for dispensation.</p>
4.	<p><u>Minutes.</u> The minutes of the Meeting of Holt Parish Council held on 18 January 2024 were reviewed by Parish Council. Parish Councillor Mr J. Harper proposed that the minutes were approved by Parish Council as a true record of the Meeting. This was seconded by Parish Councillor Mrs J. Hill and unanimously agreed Parish Council. The Chairman signed the minutes.</p>
5.	<p><u>County and District Councillor reports for information.</u> County Councillor Mr S. Richardson-Brown reported the following items of note:- a) Budget. The budget has been approved with an overspend. The current shortfall is £15m due to increases in costs for adult social care, SEN and home to school transport. This will result in an increase in Council Tax of 2.99%. b) Highways. County Councillor Mr S. Richardson-Brown confirmed that £1000 grant funding had been approved for the A4133 VAS and should be received in the bank account shortly. With regard to the highways issues raised on Ockeridge Lane these are still being reviewed by Highways, with regard to narrowing the junction to reduce the speed of vehicles turning off the A443. District Councillor Mr D. Clarke reported the following matters of note:- a) 5-year housing supply. This has not been agreed as the guidance is not complete. The current SWDP cannot be validated as County Highways have yet to update their part. b) Planning department. The backlog of planning applications is continuing to be reduced. c) MHDC 5 year plan. The 5 year plan for MHDC has been agreed. Currently the Council are not in deficit. They are bidding for funds from central government for various projects including the refurbishment of Malvern Theatres. d) Council Tax increase. There will be an increase of £5.00 on Band D properties. Other services, such as brown bin garden waste collection costs are not increasing in cost.</p>

6.	<p><u>Progress reports for information.</u></p> <p>a) Village VAS – feedback re application for grant funding to install of VAS on A4133. The Clerk reported that she had completed the application form to apply to the PCC Safer Roads Partnership Fund for a grant of £1000 towards the cost of the VAS. The Clerk asked if she could dispose of the old VAS which was water damaged, Parish Council agreed to disposal but asked the Clerk to be aware of the environmental impact.</p> <p>b) Highways issues – investigation of concerns of speed limits on Ockeridge Lane. These were discussed under Agenda item 5b County Councillor report.</p> <p>c) Hedging– update on progress to cut back overhanging hedging throughout the village. The Clerk reported that a meeting had been set up for The Chairman to discuss the issue of trimming back the hedge opposite the village hall with Daniel Lovett of Top Cut. The job is more complicated than at first thought as it will involve a road closure. The Chairman agreed to feed back to the Clerk the outcome of this meeting.</p> <p>d) Update on co-option process to fill current vacancy on Parish Council. The Clerk reported that an election had not been called and the vacancy had now been advertised to be filled by co-option. She had passed details of the vacancy onto Mr Currall of Holt Castle Barns who had previously expressed an interest in joining Parish Council. If applications are received co-option is scheduled to take place at the meeting of Holt Parish Council to be held on 21 March 2024.</p> <p>e) Refuse – update on dumped refuse, litter and advertising signs around the village. The Clerk reported on an email received from the Chair of Wichenford Parish Council (Helen Chapman). Ms Chapman regularly litter picks along Ockeridge Lane and asked Parish Council to investigate the possibility of putting a litter bin in the layby by the entrance to Ockeridge woods. Parish Council were concerned whether this was an official Highways layby or a private gateway. The Chairman said he would investigate and then a decision could be taken on the litter bin. The Clerk was asked to reply to Ms Chapman telling her of the action being taken and thanking her for carrying out the litter picking. Issues are still ongoing outside 1 The Heath with dumped rubbish. Parish Councillor Mr S. Williams agreed to follow this up again with Platform Housing and ask whether they could attend a meeting of Parish Council to discuss the issue. Unauthorised signs. The Clerk reported that Parish Council or the Lengthsman could remove these signs but they must be retained and the owner contacted to ask whether they wanted to collect them. She had contacted all the owners of the current advertising signs placed on road signs in the Parish and had received no response so these could now be disposed of.</p>	<p>CL</p> <p>DP</p> <p>DP</p> <p>CL</p> <p>SW</p>
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8.	<p><u>Finance.</u></p> <p>a) To note the current bank balances. It was reported that the current account bank balance currently stood at £1,342.39 and the deposit account at £10,660.35.</p> <p>b) To consider payments retrospectively. The following payments were approved by two members of Parish Council and made by bank transfer. These were agreed retrospectively by Parish Council.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Date</th> <th style="text-align: left;">Description</th> <th style="text-align: right;">Amount</th> </tr> </thead> <tbody> <tr> <td>05 February 2024</td> <td>Bank charges</td> <td style="text-align: right;">8.00</td> </tr> <tr> <td>11 February 2024</td> <td>Bank transfer</td> <td style="text-align: right;">168.00</td> </tr> <tr> <td>11 February 2024</td> <td>Bank transfer</td> <td style="text-align: right;">180.00</td> </tr> <tr> <td>11 February 2024</td> <td>Bank transfer</td> <td style="text-align: right;">120.00</td> </tr> <tr> <td>11 February 2024</td> <td>Bank transfer</td> <td style="text-align: right;">400.00</td> </tr> </tbody> </table> <p>c) To review the payments against the budget. Parish Council reviewed the payments against the budget and no issues were raised.</p>	Date	Description	Amount	05 February 2024	Bank charges	8.00	11 February 2024	Bank transfer	168.00	11 February 2024	Bank transfer	180.00	11 February 2024	Bank transfer	120.00	11 February 2024	Bank transfer	400.00	
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9.	<p><u>Planning.</u></p> <p>a) Applications Pending. To review the recommendations of Parish Council on current applications.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Application No.</th> <th style="text-align: left;">Location</th> <th style="text-align: left;">Details</th> <th style="text-align: left;">Decision status</th> </tr> </thead> <tbody> <tr> <td><u>M/23/00341/FUL</u></td> <td>Red Lion Witley Road Holt Heath Worcester WR6 6LX</td> <td>Erection of 2 dwellings</td> <td>Pending Decision due to submission of amended plans (Recommend Approval)</td> </tr> </tbody> </table>	Application No.	Location	Details	Decision status	<u>M/23/00341/FUL</u>	Red Lion Witley Road Holt Heath Worcester WR6 6LX	Erection of 2 dwellings	Pending Decision due to submission of amended plans (Recommend Approval)	
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<u>M23/01293/RM</u>	Cherry Tree Cottage Holt Heath WR6 6NB	Reserved Matters following outline approval ref. M/22/01604/OUT for one dwelling for appearance. Landscaping. Layout and scale	Pending Decision (Recommend Refusal)
<u>M/23/00977/HP</u>	The Farmhouse Top Barn Farm Worcester Road WR6 6NH	Renovation of exiting 2 storey farmhouse including demolition and replacement of existing aide and rear extensions and demolition of existing outbuildings to be replaced with 2 storey annexe.	Pending Decision (Recommend Approval)
<u>M/23/01131/FUL</u>	Thatch Lodge Hott Heath	Erection of two detached dwellings following the demolition of existing dwelling	Pending Decision (Recommend Approval)
<u>M/23/01710/HP</u>	Elm Hurst Farm, Witley Road, Holt Heath, WR6 6LX	Erection of 2 storey side extension to the south elevation following demolition of existing southern wing.	Pending Decision (Recommend Approval)
<u>M/23/01757/FUL</u>	Elm Cottage Holt Heath WR6 6NG	Erection of 2no Solar trackers in field to the south of the property	Pending Decision (Recommend Approval)
<u>M/24/0081/HP</u>	12 Cherry Orchard Holt Heath WR6 6ND	Demolish existing single story extension and replace with new tow and single storey side and rear extension, along with partial demolition and rebuilding of existing garage to accommodate new oil tank.	Pending Decision (Recommend Approval)
<u>M/23/01713/OUT</u>	Cornerways, School Lane, Holt Heath, WR6 6NF.	Demolition of existing bungalow to be replaced with 3 no. dwellings (all matters reserved).	Pending Decision (Recommend Refusal)

Parish Council discussed the above applications.

M/23/01713/OUT Cornerways was recommended for refusal due to the impact on neighbouring properties, Highways have expressed concerns due to the fact that vehicles would be exiting the properties at an already very busy junction and further concerns have been expressed over the soakaway.

M/24/0081/HP 12 Cherry Orchard was recommended for approval as the concerns expressed over the previous plans have been addressed due to the new design being more in keeping with street scene.

M/23/01757/FUL Elm Cottage – screening options are currently being investigated due to the property being listed.

M23/01293/RM Cherry Tree Cottage was recommended for approval as the plans have been modified to reduce the height and remove the windows overlooking the neighbouring properties.

b) Approvals/Refusals.

M/23/01676/HP	Easthurst, Witley Road, Holt Heath,	Proposed detached garage with ancillary living accomodation	Application approved
M/23/01688/LB	Cherry Tree Barn 1 Naunton Farm Barns Holt Heath WR6 6NG	Erection of garden wall, part conversion of exiting garage to habitable	Application approved

			accommodation, relocation of front door and erection of porch and detached garage (Listed building consent)	
	<p>c) Other Planning Issues. District Councillor Mr D. Clarke reported that MHDC would be delivering training courses later in the year for Parish Councillors on planning.</p>			
10.	<p><u>Correspondence for information.</u> The Clerk reported that there were no matters to note.</p>			
11.	<p><u>Clerk's report on urgent decisions since the last meeting.</u> The Clerk reported that there were no matters to note.</p>			
12.	<p><u>Councillor's reports and items for future agendas.</u> a) Holt Church. The Chairman and Parish Councillor Mrs J. Hill reported on a meeting they had had with Kalantha in which she had pledged help from the church with the Village Hall project and expressed desire for the church to work in partnership with Parish Council and the Millennium Green on community projects. The Chairman reported that funding has been obtained to replace the stained glass windows in Holt Church. b) Road signs. Parish Councillor Mrs J. Hill asked whether the Lengthsman could clean the village road signs.</p>			
13.	<p><u>Date of Next Meeting.</u> The next meeting of the Parish Council will be held on Thursday 21 March 2024.</p>			
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