

**HOLT PARISH COUNCIL
MINUTES OF THE MEETING HELD IN HOLT VILLAGE HALL
AT 7.30 p.m. ON THURSDAY 19 SEPTEMBER 2024 IN HOLT VILLAGE HALL.**

Present :- S. Williams, B. Curral, M. Taylor, J. Harper, C. Lightfoot (Clerk).

In Attendance:- District Councillor Mr D. Clarke.

Absent:- J. Hill, C. Adams, County Councillor S. Richardson-Brown.

1.	<p><u>Public Question Time.</u> There were no members of the public present and therefore no questions.</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 J. Hill and Parish Councillor Mrs C. Adams. Parish Council approved the reason 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. There were no declarations of interest. 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>Election of Chairman and Vice Chairman.</u> The Clerk reported that due to the resignation of Mr Dennis Pugh from Parish Council in August 2024 it was necessary for Parish Council to elect a new Chairman. Parish Councillor Mr J. Harper agreed to take on the role of Chair in the interim period. Parish Council agreed to rotate the role of chairing the meetings until the next AGM to help share the workload. Parish Councillor Mr J. Harper took the Chair. Parish Councillor Mr S. Williams agreed to continue as the Vice Chairman provided the chairing of the meetings was rotated between all members of Parish Council. The Clerk reported that she had advertised the vacancy on Parish Council for the required period and an election had not been called. The vacancy would now be advertised to be filled by co-option.</p>	
5.	<p><u>Minutes.</u> The minutes of the Meeting of 20 June 2024 were proposed by Parish Councillor Mr S. Williams and seconded by Parish Councillor Mrs M. Taylor and agreed by Parish Council as a true record.</p>	
6.	<p><u>County and District Councillor reports for information.</u> In the absence of County Councillor Mr S. Richardson-Brown no matters of note had been reported. Parish Councillor Mr S. Williams expressed his dissatisfaction with the support received from County Councillor Mr S. Richardson-Brown. It was felt that Mr S. Richardson-Brown rarely attended Parish Council meetings and did not send apologies. Furthermore, he had not followed up on any issues that had been raised in the Parish in relation to drainage and speed limits. The Clerk agreed to pass these concerns onto Worcester County Council. In the absence of District Councillor Mr D. Clarke reported the following matters of note:- a) Planning. As the SWDP is not due to be finalised until Spring 2025 at the earliest the District is currently vulnerable to speculative planning applications particularly on grey land. The correspondence from Acardis was discussed in relation to a potential planning application to build a development in the village. District Councillor Mr D. Clarke was not aware of any contact made with MHDC with regards to a potential developer application in the Parish. The correspondence from Acardis referred to a memorial garden and tennis court which had created some confusion. The Clerk</p>	CL

was asked to contact David Robertson of Acardis and ask for clarification on where the potential site was situated within the Parish.

- 6. Progress reports for information.**
- a) Wildflower area future plans - update.
The Clerk reported that she had contacted Top Cut for a quote to supply the seed, clear and reseed the wildflower area. She was still awaiting the figures. The Clerk also agreed to obtain a further quote from a contact of Tim Brookes to make a price comparison.
 - b) Hedges and overhanging tress – update on progress.
The Clerk reported that the hedges at the back of the Woodbury Park properties on the A41333 had been cut back and there had been no need to contact the residents.
She had further instructed Top Cut to cut the hedges and lower branches of the trees at Red Lion junction and on School Lane.
The Clerk was asked to instruct Top Cut to cut the lower branches of the trees in the bus lay bye on the A443.
 - c) Holt churchyard grant – update.
The Clerk reported that she had contacted both Rev Kalantha and Paul Wilcox to inform that Parish Council had precepted £200 towards the upkeep of Holt Churchyard but she was unable to pay this money without an invoice.
 - d) Village Hall project – current position.
Parish Councillors Mr J. Harper and Mr S. Williams reported that planning permission has now been granted and they are due to give an update on the level of funding raised to the Kildare Trust who pledged the initial grant donation by Christmas. Several fundraising events are planned for the autumn including an Indian Festival (13 October) and Barn Dance (28 November).
 - e) Parish Council documentation review - update.
This did not take place in the summer due to the resignation of the Chairman so a new date needs to be set to sort through the paperwork.

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- 8. Finance.**
- a) To note the current bank balances.
It was reported that the current account bank balance currently stood at £2,618.87 and the deposit account at £14,069.05. The Clerk reported that £2654.50 had been received from the VAT reclaim.
 - 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.

06 July 2024	Bank charges		8.00
07 July 2024	Bank transfer	Mrs C Lightfoot Clerks salary	400.00
07 July 2024	Bank transfer	Top Cut Ltd (May 2024)	168.00
07 July 2024	Bank transfer	RT Harrison (footpaths)	120.00
30 July 2024	Bank transfer	Mrs C Lightfoot Clerks salary	400.00
30 July 2024	Bank transfer	Mr D Pugh (confidential waste bags)	42.00
05 August 2024	Bank charges		8.00
13 August 2024	Bank transfer	Top Cut (June 2024)	168.00
14 August 2024	Bank transfer	Holt Village Hall	500.00
05 September 2024	Bank charges		8.00
14 September 2024	Bank transfer	Top Cut (July 2024)	168.00
14 September 2024	Bank transfer	Mrs C Lightfoot Clerks salary	400.00
14 September 2024	Bank transfer	MRs C Lightfoot Clerks expense	42.73

- c) To review the current spend against budget.
This was noted by Parish Council.
- d) To note the current status of the audit.
The Clerk reported that the audit paperwork had been approved by the external auditor and the audit process was therefore complete.

9.

Planning.**a) Applications Pending.**

To review the recommendations of Parish Council on current applications.

Application No.	Location	Details	Decision status
<u>M/24/00748/HP</u>	Cherry Tree Barn 1 Naunton Farm Barns Holt Heath WR6 6NG	Proposed replacement of windows and doors (retrospective)	Pending Decision Recommend Approval
<u>M/24/01034/FUL</u>	Rowley Farm Ockeridge Lane Holt Heath WR6 6LY	Change of use of Agricultural Building to Class B8 Storage and Distribution, construction of entrance apron flanked by fencing and gates set back from highway.	Pending Decision Recommend Approval
<u>M/24/00957/LB</u>	The Granary 2 Naunton Farm Barns Holt Heath Worcester WR6 6NG	Replacement of existing patio sliding doors, installation of new window, installation of handrail to existing external steps and canopy above door, installation of brick low level wall to front of property and alterations to internal layout (part retrospective)	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

b) Approvals/Refusals.

<u>M/24/00681/OL</u>	Land at (OS 8199 6234) Holt Heath	The replacement of existing overhead low voltage line with aerial bundled conductor from existing pole 13 to existing pole 17 on land adjoining Top Barn.	Approved
<u>M/24/00263/HP</u>	Grove Cottage Holt Heath Worcester WR6 6LZ	Proposed single storey extension	Approved
<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	Approved
<u>M/24/00560/FUL</u>	The Farmhouse Top Barn Farm Worcester Road WR6 6NH	Erection of dwelling for retires farm/estate workers following demolition of existing	Approved

			outbuilding.	
	<u>M/24/00706/HP</u>	Homefield Witley Road Holt Heath Worcester WR6 6LX	Erection of entrance gates	Approved
	<u>M/24/00870/FUL</u>	Holt Village Hall Holt Heath	Demolition of existing village hall and erection of a new hall.	Approved
	<u>M/24/00665/CLPU</u>	16 Cherry Orchard Holt Heath Worcester WR6 6ND	Certificate of lawfulness for proposed erection of conservatory	Refused
	<u>M/24/00920/HP</u>	Naunton Farm Holt Heath Worcester WR6 6NG	Installation of a 2000 litre capacity oil storage tank.	Approved

c) Other Planning Issues.

There were no matters to note.

10.	<p><u>Correspondence for information.</u></p> <p>a) VAS opposite Broomfields. The Clerk reported that following the fatal accident outside the Holt Fleet a request had been made by West Mercia constabulary to rotate the VAS so it flashed 40mph for vehicles leaving the village and driving down the hill. The Clerk had contact Tanya Crake in relation to this request and reported that it would be necessary to relocate the VAS on the other side of the road on the wide verge by Broomfields so the Lengthsman could safely access it to rotate it. Following a discussion Parish Council decided that they did not want to relocate the VAS as it had been purchased with the intention of slowing down vehicles entering the village. Parish Councillor Mr S. Williams agreed to see whether the warning on the VAS could be changed to provide a warning of the upcoming mini roundabout. Parish Council felt that having the VAS flashing 40mph for vehicles travelling down the hill sadly would not have had an impact on outcome of the accident. However, it was felt that the speed limit of this stretch of road should be reviewed with a view to extending the 30mph limit until the Parish boundary. It was also felt that a concealed entrance sign would be beneficial on the blind corner. The Clerk agreed to contact Tanya Crake on these issues.</p> <p>b) Holt Christmas Tree. It was reported that Mr P. Winney, Dave and Nigel had offered to take over responsibility for maintenance of the Christmas tree and lights. Parish Council were grateful for their generosity in taking on this role.</p> <p>c) National planning policy framework and changes to the planning system. This had already been discussed under Agenda item 6 District Council Reports.</p> <p>d) Phone box defibrillator. The Clerk reported that she had received a report that the phone box housing the defibrillator was damp and the light had stopped working. Parish Councillor Mr S. Williams reported that he would investigate and inform the Clerk what action needed to be taken.</p>	<p>CL</p> <p>SW CL</p>
11.	<p><u>Clerk's report on urgent decisions since the last meeting.</u></p> <p>There were no matters to discuss.</p>	
12.	<p><u>Councillor's reports and items for future agendas.</u></p> <p>There were no further matters raised.</p>	
13.	<p><u>Date of Next Meeting.</u></p> <p>The next meeting of the Parish Council will be held on Thursday 18 October 2024.</p>	