

## Minutes of the Meeting of Holt Parish Council

19 March 2026

**Present :- S Williams (Chairman), B. Curral (Vice Chairman), N. Knight, J. Hill, C. Lightfoot (Clerk).**

**In attendance:- County Councillor Mrs M. Fordingham, Dave Bridgford and Nigel Wilson.**

**Absent :- J. Harper, C. Adams, District Councillor D. Clarke.**

<b>1.</b>	<b>Public Question Time.</b>  Mr D Bridgford and Mr N Wilson attended meeting to discuss flooding on Shrawley road. Landowner Bill Arnold has been approached and has said it is the responsibility of County Highways. Photos have been taken which will be passed onto Highways. The Chairman offered to report it on the Worcestershire Hub with the photos and obtain a reference number. County Councillor Mrs M. Fordingham explained Highways will contact the landowner to try and resolve the problem. If the landowner does not cooperate Highways will carry out the work and the landowner will be charged for the work. Dave and Nigel were happy with the response of Parish Council and requested that they were kept updated of any progress.	<b>SW</b>
<b>2.</b>	<b>Apologies.</b>  Apologies were received from Parish Councillor Mrs J. Harper, Parish Councillor Mrs C. Adams and District Councillor Mr D. Clarke. These were accepted by Parish Council.	
<b>3.</b>	<b>Declarations of Interest.</b>  (a) Register of Interests: Councillors are reminded of the need to complete/update their register of interests.  (b) To declare any Personal Interests in items on the agenda and their nature.  (c) To declare any Prejudicial Interests in items on the agenda and their nature.	

	<p>(d) Written requests for the Council to grant a dispensation (s33 of The Localism Act 2011) are to be passed to the Clerk at least 4 clear days prior to the meeting.</p> <p>There were no declarations of interest by Councillors for any items on the agenda.</p>	
<p><b>4.</b></p>	<p><b>Minutes.</b></p> <p>The minutes of the Meeting of Holt Parish Council held on 19 February 2026 were submitted for approval. Parish Councillor Mr B. Currell proposed the minutes and this was seconded by Parish Councillor Mr S. Williams. The minutes were approved as a true record of the meeting.</p>	
<p><b>5.</b></p>	<p><b>County and District Councillor Reports for Information.</b></p> <p><u>County Councillor report.</u></p> <p>County Councillor Mrs M. Fordingham reported the following matters of note.</p> <ol style="list-style-type: none"> <li>1. Council Tax. Council Tax will increase by 9% from April 2026.</li> <li>2. Reports to the Worcestershire Hub. County Councillor Mrs M. Fordingham requested that any reference numbers obtained from issues reported to the Worcestershire Hub are passed to her so she can follow them up with the appropriate department.</li> <li>3. Speed cameras. County Councillor Mrs M. Fordingham has also worked to increase the number of speed cameras in the area through the use of the Safety Partnership van and motorbike mounted speed cameras. The speed sign for the Shrawley road which will be funded through Divisional Funding was also discussed but no further action can be taken on this until a decision is made on the proposed development adjacent to the Millennium Green. and make sure it is in the correct place with regards to the development.</li> </ol> <p><u>District Council report.</u></p> <p>District Councillor Mr D. Clarke reported on the following matters of note:-</p> <ol style="list-style-type: none"> <li>1. SWDP. This has been accepted by the Inspectorate and will be voted upon in the next couple of weeks. This includes a proposed development of 22 houses adjacent to Broomfields.</li> </ol>	

<p><b>6.</b></p>	<p><b>Progress Reports for Information.</b></p> <p>1. Resiting of Parish Noticeboard - update. The Clerk has been in touch with Neville who originally quoted for the work and he has agreed to remove the Parish Noticeboard from outside of the village hall. It can be stored in the village hall until it can be installed in the bus lay bye. The Chairman agreed to contact Neville to arrange a suitable date.</p> <p>2. Ockeridge Lane litter bin and overhanging trees - update. Jim Moule has confirmed he is happy to quote for the installation. Once the quote has been received the litter bin can be purchased. The Clerk agreed to liaise with Jim with regards to the exact location once he returns from holiday.</p> <p>3. Parish Council email addresses .gov – update. The Chairman reported that the . gov.uk website and email addresses are now live. Information with regards to the new email addresses will be circulated to all members of Parish Council. The Chairman and Clerk have completed the transfer of information to the new website. The Chairman has circulated the new IT policy. Parish Council agreed to adopt the policy and it was agreed that it would be included in the annual review of policies in May each year.</p> <p>4. Precept loan – further information. The Chairman reported on a meeting he had had with Parish Councillor Mr. J. Harper in relation to the Village Hall project. The Village Hall project team have approached MHDC for the shortfall in funds as a result of the rising building costs. MHDC are currently considering the application but any future support will be made on the condition that the Parish is also actively supporting the project. This can be done either through donations or a Parish Precept loan. Donations. A limit is set on how much Parish Council can donate to charitable causes each financial year. There is determined by the number of electorate in the Parish. The amount for the financial year 2025/26 is £5883 which must be donated across a range of causes and not to a single project. This year donations have already been made to the Millennium Green and Norah Parsons Day Centre. It was proposed to donate £3000 to the Village Hall fund this financial year. This was approved by Parish Council. It was further agreed to donate £5000 next financial year to the project on the proviso that the contracts will be signed and the project will go ahead. If the project does not go ahead the money will be used for another project which will be of benefit to the Parish. This was approved by Parish Council.</p>	<p><b>SW</b></p> <p><b>CL</b></p> <p><b>SW</b> <b>CL</b></p> <p><b>CL</b></p>
------------------	---	---

	<p><b>Precept loan.</b> The Chairman summarised the requirements for obtaining approval from the Parish for a precept loan and the costs and amounts involved. Parish Council felt that they would await the outcome of whether sufficient grant funding has been obtained before investigating the precept loan process further.</p> <p>5. Divisional funding project – updates. Parish Councillor Mr B. Currell reported on the noticeboards by Holt Church which are in need of repair. It was agreed to discuss this further after year end when the financial position would be clearer.</p>	<b>CL</b>								
<p><b>7.</b></p>	<p><b>Finance.</b></p> <p>1. To note the current bank balances. The Clerk reported that the current account balance is £759.80 and the deposit account balance is £18 400.56.</p> <p>2. To approve payments and consider payments retrospectively. The following payments were reviewed and approved retrospectively by Parish Council.</p> <table border="1" data-bbox="289 1010 1312 1062"> <tr> <td>08 March 2026</td> <td>Bank transfer</td> <td>Top Cut Ltd</td> <td>168.00</td> </tr> <tr> <td>15 March 2026</td> <td>Bank transfer</td> <td>Mrs C Lightfoot (Clerks salary)</td> <td>412.80</td> </tr> </table> <p>3. To consider charitable donations to Holt Millennium Green (Christmas Tree Lights contribution) and Holt Village Hall project. The Clerk read an email from Sally Treagar thanking Parish Council for the cheque for £25.00 to compensate for supplying the electricity for Holt Christmas Tree. Mr and Mrs Treagar had requested that the money was donated to the Millennium Green instead. Parish Council approved the donation of £25.00 to the Millennium Green.</p> <p>4. To review the current spend against budget. Parish Council noted the Accounts spreadsheet which had been circulated by the Clerk prior to the Meeting.</p> <p>5. To complete the documentation to update the bank mandate. The Clerk reported that the process to add Parish Councillors, Mr N. Knight and Mrs C. Adams was currently being undertaken.</p>	08 March 2026	Bank transfer	Top Cut Ltd	168.00	15 March 2026	Bank transfer	Mrs C Lightfoot (Clerks salary)	412.80	
08 March 2026	Bank transfer	Top Cut Ltd	168.00							
15 March 2026	Bank transfer	Mrs C Lightfoot (Clerks salary)	412.80							
<p><b>8.</b></p>	<p><b>Planning.</b></p> <p>1. Applications pending.</p> <table border="1" data-bbox="289 1766 1312 1843"> <thead> <tr> <th>Application No.</th> <th>Location Details</th> <th>Decision Status</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Application No.	Location Details	Decision Status						
Application No.	Location Details	Decision Status								

M/25/00400/FUL Land At (Os 8144 6324) Holt Heath	Erection of 33no. dwellings, including 13no. affordable dwellings, new access off B4196, new landscaping and associated works	Pending Decision						
<i>No further information on this application.</i>								
M/26/00259/AGR Castle Farm, Holt Heath, WR6 6NJ	Proposed agricultural buildings	Pending Decision						
M/26/00276/HP Silverwood, Ockeridge Lane, Holt Heath WR6 6LY	Erection of outbuilding for the use as a hobby room (retrospective)	Pending Decision						
<p>2. Approvals/ Refusals.</p> <p>There were no applications to discuss.</p> <p>3. Other planning issues.</p> <p>Planning Appeal 6003232.</p>								
<table border="1"> <thead> <tr> <th data-bbox="289 1209 630 1287">Application No.</th> <th data-bbox="634 1209 971 1287">Location Details</th> <th data-bbox="976 1209 1317 1287">Decision Status</th> </tr> </thead> <tbody> <tr> <td data-bbox="289 1293 630 1717">M/25/00590/FUL M/25/00591/LBC</td> <td data-bbox="634 1293 971 1717">Naunton Farm Holt Heath Worcester WR6 6NG Extensions and alterations to create a flat at second floor level for holiday let use.</td> <td data-bbox="976 1293 1317 1717">Awaiting decision</td> </tr> </tbody> </table>	Application No.	Location Details	Decision Status	M/25/00590/FUL M/25/00591/LBC	Naunton Farm Holt Heath Worcester WR6 6NG Extensions and alterations to create a flat at second floor level for holiday let use.	Awaiting decision		
Application No.	Location Details	Decision Status						
M/25/00590/FUL M/25/00591/LBC	Naunton Farm Holt Heath Worcester WR6 6NG Extensions and alterations to create a flat at second floor level for holiday let use.	Awaiting decision						
<i>No further information on this appeal.</i>								
<b>9.</b>	<b>Correspondence for information.</b>							

	All correspondence was circulated prior to the meeting.	
<b>10.</b>	<p><b>Clerk’s report on urgent decisions since the last meeting.</b></p> <p>1. Storage container for Millennium Green. The Chairman reported that he had researched the cost of a storage container for the Millennium Green. The estimated cost of the project is £2500. Parish Councillor Mrs J. Hill agreed to siting the container on the Millennium Green in her capacity of Chair of the Millennium Green. The Chairmand agreed to contact Worcester containers to view the site and talk about access.</p> <p>2. Resignation of Parish Councillor Mrs M. Taylor. The Chairman reported that he had received a letter of resignation from Parish Councillor Mrs M. Taylor due to other commitments. Parish Council expressed regret for Parish Councillor Mrs M. Taylor’s decision and thanked her for her contribution. The Clerk agreed to contact MHDC Democratic Services and advertise the vacancy as appropriate.</p> <p>3. Renewal of Lengthsman Scheme. The Clerk reported that the Lengthsman Scheme was due to renewal on 1 April 2026 and the Parish Council agreed to transfer over to Top Cut as their Lengthsman. The Clerk was asked to arrange a card and present for Rob Harrison to thank him for his years of service as the Parish Lengthsman.</p>	<p><b>SW</b></p> <p><b>CL</b></p>
<b>11.</b>	<p><b>Councillor’s reports and items for future agendas.</b></p> <p>1. Parish Council Cluster Meeting update. The Chairman reported on this meeting which was held at the end of January. Representatives from Shrawley, Wichenford and Grimley Parish Councils attended. Common concerns in relation to the planned Council reorganistation and Unitary Authorities. A further meeting has been scheduled for the end of March in Shrawley Village Hall and Chris Wayman from Worcester CALC will be attending.</p> <p>2. New Parish website. Parish Councillor Mr N. Knight suggested that the new website is advertised on the Parish noticeboards.</p>	<b>SW</b>
<b>12.</b>	<p><b>Date for the next Meeting.</b></p> <p>This is scheduled for Thursday 16 April 2026.</p>	