

**HOLT PARISH COUNCIL  
MINUTES OF THE MEETING HELD IN HOLT VILLAGE HALL  
AT 7.30 p.m. ON THURSDAY 19 JUNE 2025 IN HOLT VILLAGE HALL.**

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

**In Attendance:- District Councillor Mr D. Clarke.**

**Absent:- M. Taylor, C. Adams, County Councillor M. Fordington.**

|           |  |                                   |
|-----------|--|-----------------------------------|
| <b>1.</b> | <p><b><u>Public Question Time.</u></b></p> <p>There were no members of the public present and therefore no questions.</p>  |                                   |
| <b>2.</b> | <p><b><u>To consider apologies and approve reasons for absence.</u></b></p> <p>Apologies were received from County Councillor M. Fordington Apologies were received from Parish Councillors Mrs M.Taylor and Mrs C. Adams. These were accepted and the reasons for absence approved.</p>   |                                   |
| <b>3.</b> | <p><b><u>Declarations of Interest.</u></b></p> <p><b>a) Register of Interests.</b><br/>There were no changes to the Register of Interests.</p> <p><b>b) Registration of Personal Interests.</b></p> <p><b>c) Registration of Prejudicial Interests.</b><br/>Parish Councillor Mrs J. Hill declared an interest in Planning Application M/25/00400/FUL Land at (OS 8144 6324) Holt Heath, land adjacent to the Millennium Green.</p> <p><b>d) Written requests for the Council to grant a dispensation.</b><br/>There were no issues on the agenda that required any declarations of interest.</p>  |                                   |
| <b>4.</b> | <p><b><u>Minutes.</u></b></p> <p>The minutes of the open and annual meetings held on 15 May 2025 of Holt Parish Council were approved as a true record of the meeting. These were proposed by Parish Councillor Mr B. Curral and seconded by Parish Councillor Mrs J. Hill and approved as a true record of the meeting.</p>   |                                   |
| <b>5.</b> | <p><b><u>County and District Councillor reports for information.</u></b></p> <p><b>Report from County Councillor Mrs M. Fordington.</b><br/>The Chairman summarised a report received from County Councillor Mrs M. Fordington. Items relating to the recent robbery at the Village Post Office and a meeting with Severn Trent held on 11 June 2025 were highlighted as relevant to the Parish in addition to a general report on County Council matters.</p> <p><b>Report from District Councillor Mr Dean Clarke:</b><br/>District Councillor Mr Dean Clarke provided a short update. There were no significant matters of note.</p>  |                                   |
| <b>6.</b> | <p><b><u>Progress reports for information.</u></b></p> <p>a) Footpath clearance – progress report.<br/>Broomfields have cut back some of the hedges adjacent to the pavement alleviating some of the problems. The Clerk reported that she had reported the issue again on the Worcestershire Hub.</p> <p>b) Cultivation of wildflower area – progress report.<br/>Parish Councillor Mr J. Harper reported that the work on this site was now complete. The Clerk reported that £250.00 had been received from Coppice Leisure Park as sponsorship and they would be placing 2 small advertising signs – one at either end of the wildflower area.</p> <p>c) Village gate and sign cleaning – update.<br/>The Clerk reported that this work had been rescheduled for the end of July due to other work taking place on the highway which require traffic management.</p> <p>d) Co-option of vacancy on Parish Council – update.<br/>The Clerk reported that there had been no applications for the vacancy despite sending information to a couple of people who had made enquiries in relation to the role. It was agreed to readvertise the position in September following the summer break.</p> <p>e) Refurbishment of the telephone box and painting of the barriers by Woodbury Park – progress report.<br/>The Clerk reported that this work was scheduled to take place in June and she would chase it up.</p> | <p><b>CL</b></p> <p><b>CL</b></p> |

f) Low level fencing by The Heath – update.  
 The Clerk reported that she had been in correspondence with Platform Housing in relation to this issue and they had informed her that they would not give permission for a fence in this location. Platform had been scheduled to visit the resident with a PCSO in attendance to request that they stopped driving vehicles over and parking on the verge. Unfortunately, the resident was out on the day on the visit and the Clerk had been informed that this would be rescheduled.

g) Litter pick banner – progress report.  
 The Clerk reported that she was still awaiting the final design from Parish Councillor Mrs M. Taylor.

h) Highways issues – update.  
 The Clerk reported that the highways issues that had been raised in relation to the speed limit and sign on the A4133 between the mini roundabout and Holt bridge had been passed to County Councillor M. Fordington. It was agreed to carry these items forward to the next agenda.

MT

7. **Finance.**  
 a) To note the current bank balances.  
 It was noted that the bank balances were as follows £2,195.58 (current account) and £20,306.17(deposit account) on 15 June 2025. The Clerk reported that the first half of the precept had been received.

b) To consider payments retrospectively.  
 The following payments were approved retrospectively by Parish Council.

|           |               |              |             |        |
|-----------|---------------|--------------|-------------|--------|
| 5-Jun-25  | Bank charges  | 19.6.2025 7b |             | 8.00   |
| 15-Jun-25 | Bank transfer | 19.6.2025 7b | Top Cut Ltd | 168.00 |

c) To review the current spend against budget.  
 This was reviewed by Parish Council.

d) To review the status of the audit.  
 The Clerk reported that the audit paperwork had been received back from Tony Stanley (internal auditor) and all was in order. The Certificate of Exemption would now be advertised on the Parish noticeboards and website and submitted to the external auditors.  
 Parish Council thanked Mr Stanley for his work and it was agreed that the Clerk should purchase a small gift and card as a sign of their appreciation.

CL

8. **Planning**  
 a) **Applications Pending and Approvals/Refusals.**  
 To review the recommendations of Parish Council on current applications:

| Application No.                                | Location  | Details  | Decision status                       |
|--|---|--|---------------------------------------|
| <u>M/25/00590/FUL</u><br><u>M/25/00591/LBC</u> | Naunton Farm<br>Holt Heath<br>Worcester<br>WR6 6NG                      | Extensions and alterations to create a flat at second floor level for holiday let use.                                       | Pending Decision (Recommend Approval) |
| <u>M/25/004400/FUL</u>                         | Land at (OS 8144 6324)<br>Holt Heath – adjacent to the Millennium Green | Erection of 33no. dwellings including 13no. affordable dwellings, new access of B4196, new landscaping and associated works. | Pending Decision                      |

The Clerk reported that a further submission had been made to MHDC Planning in relation to planning application M/25/0004400/FUL incorporating the views of the residents from the Open Meeting of the Parish Council held in May.

**b) Approvals/Refusals.**

| <b>Application No.</b>      | <b>Location</b>                               | <b>Details</b>   | <b>Decision status</b> |
|-----------------------------|---|--|------------------------|
| <b><u>M/25/00220/HP</u></b> | Brook House<br>B4196<br>Holt Heath<br>WR6 6TA | Installation of 14no<br>Solar panels to<br>south facing roof of<br>outbuilding | <b>Approved</b>        |
| <b><u>M/25/00080/HP</u></b> | Elm Cottage<br>Holt Heath<br>WR6 6NG          | Installation of Solar<br>array to the garage                                   | <b>Approved</b>        |

**c) Other Planning Issues.**

|            |   |
|------------|---|
| <b>9.</b>  | <p><b><u>Correspondence for information.</u></b></p> <p>The Clerk reported that all correspondence of note had been circulated prior to the meeting.</p>  |
| <b>10.</b> | <p><b><u>Clerk's report on urgent decisions since the last meeting.</u></b></p> <p>There were no matters to note.</p>   |
| <b>11.</b> | <p><b><u>Councillor's reports and items for future agendas.</u></b></p> <p>a) Village Hall.<br/>An update was given on the current position in relation to the Village Hall.</p> <p>b) Village Fete.<br/>An update was given in relation to the Village Fete. The amount raised has not yet been finalised.</p> |
| <b>12.</b> | <p><b><u>Date of Next Meeting.</u></b></p> <p>The next meeting of the Parish Council will be held on Thursday 21 August 2025. The Clerk gave her apologies for this meeting.</p>  |