

Minutes of the Meeting of Holt Parish Council

16 October 2025.

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

In Attendance :- County Councillor M. Fordington, S. Harrison (Developer) and assistant, N. Knight, 4 Parishioners.

Absent :- District Councillor D. Clarke.

<p>1.</p>	<p>Public Question Time.</p> <p>The meeting as attended by Mr Harrison, representative of proposed development next to Millennium Green. A number of Parishioners were also present and following questions were raised.</p> <p><u>Public questions.</u></p> <p>1. Will there be air sourced heat pumps on all the houses? This has not been fully decided. If the decision is taken to use them, the latest heat pumps are very quiet and would not create a noise disturbance and are fully compliant with current regulations.</p> <p>2. Where will the storm water go? All storm water will go down the back of the site directly to the river. The water will drop down in swales and ponds to the river. This will hopefully help to alleviate the issue of flooding at the junction as water from the site will flow through the system designed by engineers. The current field run-off flows onto the road at times of heavy rain. The system for removing storm water has been reviewed and approved by the Local Lead Flood Authority at WCC.</p> <p>3. Where will the foul water go? All the foul water will exit via the front of the site and into a manhole on the main road to join up with the existing sewage system, this has been reviewed and accepted by Severn Trent Water.</p> <p>4. Is the speed limit going to be extended? The 30mph speed limit will be moved down the Shrawley road past the entry to the Millennium Green. It was highlighted that this speed limit extension needs to take place prior to work beginning on the site. The Developer offered to pay for additional set of white village gates at the extended speed limit. The issue of speeding was raised by residents of Red Lion cottages as they felt it would be unsafe for pedestrians.</p>	
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	<p>The Chairman said he would be contacting the police with regards to monitoring the extended speed limit. Parish Council also agreed to approach the Safer Roads Partnership with a view to setting up a location for speed camera monitoring on the Shrawley Road.</p> <p>5. What are the plans for the junction to slow down vehicles? WCC Highways, who are the designated authority for the roads and pavements within the Parish, are currently saying that a central reservation at the junction is not necessary. However, this is still being reviewed. Concerns were expressed about the safety of the junction with regards to pedestrians and vehicles. The Chairman highlighted that whilst Parishioner Ms L Porter had provided Parish Council with FOI road traffic accident data showing a higher incidence of accidents in the Parish than that specified in the planning information, and the latest WCC Highways review acknowledges this, the WCC Highways review confirmed that the applicant only has to take into account accidents on the road adjacent to, and in the near vicinity of the application which they had correctly done so. Nevertheless, Parish Council considered that the safety of the junction is an area of concern and agreed to contact County Highways to arrange a site visit to discuss this.</p> <p>6. What will the mix of housing in the development? The developer detailed the mix of proposed housing on the site, which includes detached properties, bungalows and affordable housing.</p> <p>7. Where is the pedestrian access to the site? There is no direct access from the properties onto the Millennium Green. Pedestrian access to the site will be from the Shrawley road.</p>	<p>SW CL</p> <p>SW</p>
<p>2.</p>	<p>Apologies.</p> <p>Apologies were received from District Councillor Mr Dean Clarke. These were accepted by Parish Council.</p>	
<p>3.</p>	<p>Declarations of Interest.</p> <p>(a) Register of Interests: Councillors are reminded of the need to complete/update their register of interests.</p> <p>(b) To declare any Personal Interests in items on the agenda and their nature.</p>	

	<p>(c) To declare any Prejudicial Interests in items on the agenda and their nature.</p> <p>(d) Written requests for the Council to grant a dispensation (s33 of TheLocalism 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>	
4.	<p>Minutes.</p> <p>The minutes of the Meeting of Holt Parish Council held on 18 September 2025 were submitted for approval. Parish Councillor Mrs J. Hill proposed the minutes and this was seconded by Parish Councillor Mrs M. Taylor. The minutes were approved as a true record of the meeting.</p>	
5.	<p>Co-option for vacancy on Holt Parish Council.</p> <p>The Clerk explained the co-option process for a new Councillor joining Parish Council.</p> <p>Mr N. Knight expressed that he was happy to join Parish Council and signed the Declaration of Acceptance of Office and agreed to observe the Code of Conduct which had been circulated to him prior to the Meeting. This was witnessed by the Clerk.</p> <p>The Clerk provided Mr Knight with the paperwork to complete his Register of Interests which he agreed to complete and return to the Clerk.</p> <p>The Chairman welcomed Mr Knight to Parish Council.</p>	NK
6.	<p>County and District Councillor Reports for Information.</p> <p>County Councillor Mrs M. Fordington :-</p> <p>1. Divisional funding.</p> <p>County Councillor Mrs M. Fordington spoke about her divisional funding. Parish Council discussed the possibility of applying for funding towards the cost of a new VAS if the 30mph limit is extended on the Shrawley road.</p> <p>2. 30mph roundels.</p> <p>County Councillor Mrs M. Fordington offered to organise new 30mph roundels to be painted on the Shrawley road.</p>	<p>ALL</p> <p>MF</p>

	<p>3. Speeding. County Councillor Mrs M. Fordington said she was happy to get involved in any initiatives to reduce speeding vehicles in the village as she appreciated it was the main issue facing the Parish. The Chairman explained that he had been in contact with the police and they had agreed to attend either the November or January meetings of Parish Council to discuss the issue of speeding further.</p> <p>4. Devolution. The Chairman requested that a meeting is arranged with the Chairs and Vice Chairs of neighboring Parish Councils to discuss forming a cluster following devolution to organise funding and resources at a local level. Both proposals in relation to the organisation of Worcestershire following devolution will be submitted to central government in November and a final decision will then be made by the Minister in charge.</p>	<p>CL</p>
<p>7.</p>	<p>Progress Reports for Information.</p> <p>1. Litter pick banner. Parish Councillor Mrs M. Taylor agreed to submit the artwork to Citysigns so that the banner can be completed. Parish Councillor Mrs J. Hill reported they have undertaken a litter pick recently in the village so the next litter pick will be in the spring. Parish Councillor Mrs J. Hill asked if she could cost up the purchase of some more litter pickers and rubbish bag rings as they had several residents now in the village who perform regular litter picks.</p> <p>2. Parish Council email address – update. Parish Councillor Mrs M. Taylor has arranged a new .org email address. The Chairman reported that he felt that it might become necessary for Parish Council and all Councillors to have .gov.uk email addresses. “Parish online” provide a package with a website and gov.uk email addresses for up to 20 councillors. Parish Councillor Mrs M. Taylor offered to research this for Parish Council.</p> <p>3. Storage solutions for Village Hall items during refurbishment – discussion of options. The Chairman recommended renting a container for the interim period until a decision on the new development is made. At this point there may be section 106 funding available to find a more permanent solution.</p> <p>Parish Councillor Mr J. Harper offered to provide a price for renting a container at Top Barn.</p>	<p>MT</p> <p>JH</p> <p>MT</p> <p>JH</p>

	<p>4. Re-siting of Parish Noticeboard – discussion of options. Parish Councillor Mr J. Harper offered to see if there is a contractor who will undertake the work and pass the details onto the Clerk.</p> <p>5. Hedge cutting in the village – update. The Clerk reported that Top Cut had completed the hedge and tree cutting in the village, including removing the lower limbs of the trees at the Millennium Green and the bus lay by. The Clerk was asked to check on the Lengthsman and whether he was available to trim back the vegetation around the pedestrian entrance from Cherry Orchard to the Millennium Green.</p> <p>6. Painting of the village bus shelter – update. Parish Councillor Mrs J. Hill said she has obtained one quote for this work and is currently in the process of obtaining a second quote which she would then pass the Clerk. It was agreed that this work would probably not be carried out until the drier weather in the spring.</p> <p>7. Donation to Norah Parsons Day Centre – discussion. Following a discussion between members of Parish Council it was agreed that Parish Council should make a £150.00 donation to the centre. The Clerk was asked to organise this on behalf of Parish Council.</p>	<p>JH CL</p> <p>CL</p> <p>JH</p> <p>CL</p>																									
<p>8.</p>	<p>Finance.</p> <p>1. To note the current bank balances. The Clerk reported that the current account balance is £1,612.79 and the deposit account balance is £21,268.98. The second half of the precept has been received.</p> <p>2. To consider payments retrospectively. The following payments were reviewed and approved retrospectively by Parish Council.</p> <table border="1" data-bbox="284 1512 1258 1680"> <tr> <td>Sunday, September 21, 2025</td> <td>Bank transfer</td> <td></td> <td>3 Spires Computing (Clerks laptop)</td> <td>418.80</td> </tr> <tr> <td>Sunday, September 28, 2025</td> <td>Bank transfer</td> <td></td> <td>Citysigns (litterpick banner)</td> <td>252.00</td> </tr> <tr> <td>Sunday, October 12, 2025</td> <td>Bank transfer</td> <td></td> <td>Top Cut Ltd</td> <td>168.00</td> </tr> <tr> <td>Sunday, October 12, 2025</td> <td>Bank transfer</td> <td></td> <td>Mrs C Lightfoot (Clerks salary)</td> <td>412.80</td> </tr> <tr> <td>Sunday, October 12, 2025</td> <td>Bank transfer</td> <td></td> <td>Mrs C Lightfoot (Clerks expenses)</td> <td>16.50</td> </tr> </table> <p>3. 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>	Sunday, September 21, 2025	Bank transfer		3 Spires Computing (Clerks laptop)	418.80	Sunday, September 28, 2025	Bank transfer		Citysigns (litterpick banner)	252.00	Sunday, October 12, 2025	Bank transfer		Top Cut Ltd	168.00	Sunday, October 12, 2025	Bank transfer		Mrs C Lightfoot (Clerks salary)	412.80	Sunday, October 12, 2025	Bank transfer		Mrs C Lightfoot (Clerks expenses)	16.50	
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4. To discuss the budget forecast for the next 5 years.
 The Chairman went through the current precept and discussed where there are increases/deviations from previous years in the precept - cost of website, rent for the function room at the Red Lion.
 Parish Council discussed the precept and how much this should be increased. The Chairman proposed a 5% increase for next financial year. This was unanimously agreed by Parish Council.
 The Clerk agreed to prepare the paperwork for the next meeting.

CL

9. Planning.
 1. Applications pending.

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.	Pending Decision

Parish Council had previously recommended approval of this application.

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
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The Clerk was asked to respond on behalf of Parish Council with comments summarising the outcome of the discussions that had taken place during the meeting.

Parish Council considered the views and responses of residents in making this decision. The correspondence received from Ms Lisa Porter on 9

CL

October 2025 Parish Council was considered and the issues raised addressed as follows:-

A. Traffic and road safety.

This was discussed under Agenda item 1 Public Questions. Parish Council agreed that the volume of traffic passing through the village is an ongoing concern and are continuing to make every effort to reduce vehicle speed and improve the safety of our roads within the Parish.

B. Water, drainage and flood risk concerns.

This was discussed under Agenda item 1 Public Questions. Parish Council considered that the scheme for drainage of surface and foul water had been independently reviewed by a Lead Local Flood Authority at WCC and had satisfied their requirements.

C. Biodiversity, Landscaping and Green Infrastructure.

Parish Council felt that sufficient measures had been taken with the revised plans that the issues previously raised in relation to hedging and screening had been mitigated. As the site was previously used for agricultural land Parish Council did not feel that the development would cause a significant loss of biodiversity.

Parish Council felt that the Developer had listened to the previous concerns raised in relation to the Millennium Green and these had been addressed by the Developer rerouting the drainage system away from the Millennium Green, retaining the boundary hedge and removing direct access from the development to the Millennium Green.

Parish Council did express concern in relation to the lack of accessible amenities in the village, the safety of pedestrians and the limited bus service. The Clerk was asked to include these points in the response from Parish Council.

Parish Council considered that the proximity of the Millennium Green to the development and the potential impact on the enjoyment of those using the Green should be included in their response.

D. Air source heat pumps.

This was discussed under Agenda item 1 Public Discussion. Parish Council felt that if air source heat pumps were utilised in the development these would have to comply with current regulations with regards to noise pollution and therefore there were no further issues to raise.

E. Healthcare capacity.

Parish Council considered that whilst the community response questionnaires had been completed the lack of amenities in a rural location should be highlighted in their response.

F. Maintenance, governance and long-term risks.

Parish Council considered that the proposed development did not provide any additional risks in terms of maintenance and governance than other developments within the Parish.

G. Clustering of Affordable Housing.

This was discussed under Agenda item 1 Public Questions. Parish Council felt the mix of properties and design of the development were acceptable.

H. Accessibility concerns.

Parish Council considered that the accessibility of the site would be reviewed by and meet the recommendations of qualified planning officers. The Chairman stated that Ms Porter had requested that she would like Parish Council to recommend the application be considered by Planning Committee. Parish Council were reminded that they could only comment on material facts in their response to the application.

2. Approvals/ Refusals.

Application No.	Location Details	Decision
M/25/00972/LB M/25/00971/HP	Garden Cottage Holt Heath Worcester WR6 6NJ Single storey rear extension and extension to orangery. (Retrospective)	Approved
M/25/01179/CCO 23/01131/FUL	Thatch Lodge Holt Heath Discharge of Conditions 3 (Biodiversity Enhancement Scheme) 7 (Tree Preservation) & 12 (CEMP) of planning permission.	Approved
M/25/00973/CLE	Annexe At Naunton Farm Holt Heath Worcester WR6 6NG Certificate of Lawfulness for the existing use of annexe within building as an independent residential dwelling.	Approved
M/25/01079/HP	5 Cherry Orchard Holt Heath Worcester WR6 6ND	Approved

		Single storey extensions to front, side and rear.		
<p>3. Other planning issues. There were no issues to discuss.</p>				
10.	<p>Correspondence for information.</p> <p>1. Remembrance Sunday. The Chairman reported that he will attend the Remembrance Sunday service on behalf of Parish Council at Hallow Church on Sunday 9 November 2025. Parish Council have purchased a wreath from the British Legion for the service.</p> <p>2. Report of overhanging trees and litter on Ockeridge Lane. The Clerk reported on 2 emails she had received from Wichenford Parish Council relating to the litter and overhanging trees on Ockeridge Lane. A request had been made to place a litter bin on Ockeridge Lane to alleviate some of the problems caused by littering. The Clerk was asked to speak to District Councillor Mr Dean Clarke on this issue. A second issue had been raised in regard to overhanging trees on Ockeridge Lane which is causing vehicles to travel in the middle of the road. The Clerk was asked to contact the caravan park to determine who owned the trees.</p>			CL
11.	<p>Clerk’s report on urgent decisions since the last meeting.</p> <p>There were no matters to be reported.</p>			
12.	<p>Councillor’s reports and items for future agendas.</p> <p>1. Fireworks. Parish Councillor Mrs J. Hill gave an update on the fireworks from the caravan park on the left-hand side of the river as you approach Ombersley. Issues of numerous fireworks outside regulated hours have been reported to Droitwich police as the location lies outside the Parish boundary. There is also the possibility of referring the issue to Worcester Regulatory Services as noise pollution.</p> <p>2. Village Hall.</p>			

	Parish Councillor Mrs C. Adams and Mr J. Harper gave an update on the village hall. The main funding has been agreed and tenders are now out. The closing date is 23 November 2025.	
13.	Date for the next Meeting. This is scheduled for Thursday 20 November 2025.	