

**HOLT PARISH COUNCIL
MINUTES OF THE MEETING HELD IN HOLT VILLAGE HALL
AT 7.30 p.m. ON THURSDAY 18th September 2025 IN THE RED LION PUBLIC HOUSE.**

Present :- S. Williams (Chairman), M. Taylor, J. Hill.

In Attendance :- District Councillor Mr D. Clarke, N. Knight (parishioner), 3 members of the public.

Absent:- B. Curral, C. Adams, J. Harper, County Councillor M. Fordington.

1.	<p><u>Public Question Time.</u></p> <p>The Chairman welcomed the 4 members of the public to the meeting. N. Knight explained he was attending the meeting as he was interested in the current vacancy for a Councillor. The 3 members of the public raised their concerns relating to the volume of traffic and speeding vehicles in the village.</p> <p>The Chairman explained that this had long been a concern for the Parish Council and they had already taken the measure of installing 3 VAS in the village and increasing the frequency of the speed awareness van on the A443. Data is obtained quarterly from the VAS and this indicates only 10-16% of vehicles are speeding through the village which is below the threshold for Highways to take any additional action.</p> <p>Parish Council had asked for a review of the 40mph speed limit between the mini roundabout and Holt Fleet bridge but this has been dismissed by Highways.</p> <p>Parish Council have requested that should the development next to the Millennium Green be approved that the 30mph limit on this road is extended to beyond the Millennium Green entrance. They have further asked for the junction with the A443 to be widened and a pedestrian refuge to facilitate crossing the road at this location.</p> <p>A site visit to the village by Highways to discuss traffic concerns is due to take place next month. Highways issues in the Parish are discussed with the CSO (community support officer) and flagged as a concern for the Parish. Contact details for the CSO are detailed on the Parish website.</p> <p>Further street lighting will not be introduced into the village due to light pollution.</p>	
2.	<p><u>To consider apologies and approve reasons for absence.</u></p> <p>The Chair reported that apologies had been received from Parish Councillors J. Harper, Mrs C. Adams and B. Curral and County Councillor Mrs M. Fordington. Parish Council approved the reason for absence.</p>	
3.	<p><u>Declarations of Interest.</u></p> <p>a) Register of Interests.</p> <p>b) Registration of Personal Interests. There was no registration of Personal Interests.</p> <p>c) Registration of Prejudicial Interests. There was no registration of Prejudicial Interests.</p> <p>d) Written requests for the Council to grant a dispensation.</p>	
4.	<p><u>Minutes.</u></p> <p>The minutes of the Meeting of Holt Parish Council held on 21 August 2025 were reviewed by Parish Council. Parish Councillor Mrs J. Hill proposed that the minutes were approved by Parish Council. This was seconded by Parish Councillor Mrs M. Taylor and unanimously agreed by the Parish Council. The Chairman signed the minutes.</p>	
5.	<p><u>County and District Councillor reports for information.</u></p> <p>In the absence of County Councillor Mrs M. Fordington there were no matters of note.</p>	

	<p>District Councillor, Dean Clarke, then gave a report on the current activities of the District Council.</p> <p>a) Village Hall. The application for a grant from MHDC towards the village hall project was successful. The Chairman reported that tenders for the project are now being reviewed and all being well the old village hall should be demolished and a new hall built by the end summer 2026.</p> <p>b) Devolution. MHDC are in favour of 2 unitary authorities covering the north and south of the county but it is unlike a final decision will be made for some time.</p>													
<p>6.</p>	<p><u>Progress reports for information.</u></p> <p>a) Footpath clearance – progress report. The Chairman reported that the siding out of the footpaths on the A443 and School Lane are currently on the Highways work schedule but there has been no confirmation of when this work will be carried out.</p> <p>b) Co-option of vacancy on Parish Council - update. The Chairman welcomed Mr Nigel Knight and gave a brief overview of the activities of Parish Council. The Clerk provided Mr Knight with an application form for completion if he wished to go ahead with an application for the current vacancy. Co-option is due to take place at the meeting of Holt Parish Council scheduled to be held on 21 October 2025.</p> <p>c) Litter pick banner – update. The Clerk reported that there had been an issue with the sizing of the artwork on the litter pick banner. Parish Council agreed to pay a small additional fee to resize the artwork. The Clerk agreed to inform Citysigns of the decision and process the revised invoice.</p> <p>d) Parish Council email address - update. Parish Councillor Mrs M. Taylor agreed to set up a new email address for Parish Council which is compliant with the new guidelines.</p> <p>e) Storage solutions for Village Hall items during refurbishment – discussion of options. It will be necessary to store a number of items belonging to Parish Council whilst the new village hall is being built. A proposal has been made to purchase an additional container for storage purposes on the Millennium Green. The estimated cost of this is £2600-£3200 which includes the preparation of the site and the supply and installation of the base and container. It is proposed that the cost of this is shared between Parish Council and Holt Millennium Green Trust. It was agreed that this proposal would be discussed in more detail at the next meeting of the Parish Council.</p> <p>f) Re-siting of the Parish Noticeboard – discussion of option. Following a discussion it was decided that the best place for this would be in the bus lay by by the Defibrillator. The Chairman offered to investigate how easy it would be to move and reinstall the noticeboard.</p> <p>g) Hedging cutting in the village – update. The Clerk reported that she had instructed Top Cut to cut back the hedges and overhanging trees in the Parish including those in the bus lay by and at Red Lion junction.</p> <p>h) Painting of the bus shelter – update. It was agreed that Parish Councillor Mrs J. Hill would approach “Jim’ll Fix it” to obtain a quote for stripping and retreating the front of the bus shelter.</p>	<p>CL</p> <p>MT</p> <p>ALL</p> <p>SW</p> <p>CL</p> <p>JH</p>												
<p>7.</p>	<p><u>Finance.</u></p> <p>a) To note the current bank balances. The bank balances stand at £15881.48 (deposit account) and £1,380.89 (current account).</p> <p>b) To consider payments retrospectively. The following payments have been approved and paid.</p> <table border="1" data-bbox="279 1966 1449 2049"> <tr> <td>14 September 2025</td> <td>Bank transfer</td> <td>Top Cut Ltd</td> <td>168.00</td> </tr> <tr> <td>14 September 2025</td> <td>Bank transfer</td> <td>SMB Electrical Solutions Ltd (Defib)</td> <td>96.00</td> </tr> <tr> <td>14 September 2025</td> <td>Bank transfer</td> <td>Mrs C Lightfoot (Clerks salary)</td> <td>412.80</td> </tr> </table> <p>c) To review the current spend against budget. The Accounts spreadsheet had been circulated prior to the meeting and reviewed by members of Parish Council.</p>	14 September 2025	Bank transfer	Top Cut Ltd	168.00	14 September 2025	Bank transfer	SMB Electrical Solutions Ltd (Defib)	96.00	14 September 2025	Bank transfer	Mrs C Lightfoot (Clerks salary)	412.80	
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8.

Planning.

Application No.	Location	Details	Decision status
<u>M/25/00590/FUL</u> <u>M/25/00591/LBC</u>	Naunton Farm Holt Heath Worcester WR6 6NG	Extensions and alterations to create a flat at second floor level for holiday let use.	Pending Decision
<u>M/25/01079/HP</u>	5 Cherry Orchard Holt Heath Worcester WR6 6ND	Single storey extensions to front, side and rear	Pending Decision
<u>M/25/00973/CLE</u>	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	Pending Decision
<u>M/25/00972/LB</u> <u>M/25/00971/HP</u>	Garden Cottage Holt Heath Worcester WR6 6NJ	Single storey rear extension and extension to orangery (Retrospective)	Pending Decision
<u>M/25/01179/CCO</u>	Thatch Lodge Holt Heath	Discharge of Conditions 3 (Biodiversity Enhancement Scheme) 7 (Tree Preservation) & 12 (CEMP) of planning permission 23/01131/FUL	Pending Decision
<u>M/25/00400/FUL</u>	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

It was noted that the conditions had now been discharged on application M/25/01179/CCO Thatch Lodge and the building of 2 house could now proceed.

- a) **Approvals/Refusals.**
- b) **Other Planning Issues.**

9.	<p><u>Correspondence for information.</u></p> <ul style="list-style-type: none"> a) District Councillor Daniel Walton – Civic Service 26 October 2025. The Chairman asked the Clerk to send his apologies for this event as he had a prior engagement. b) CALC AGM – 13 November 2025. The Chairman asked the Clerk to book a place for himself and the Vice Chairman. c) Correspondence from Harriet Baldwin re Norah Parson’s Day Centre. This was discussed by Parish Council. Parish Council were in favour of making a donation to the Day Centre but felt it should be discussed in more detail at the next meeting in conjunction with the setting of the budget and precept. The Clerk was asked to include it on the agenda of the next meeting. 	<p>CL</p> <p>CL</p> <p>CL</p>
10.	<p><u>Clerk’s report on urgent decisions since the last meeting.</u></p> <ul style="list-style-type: none"> a) Update on Clerk’s laptop. The Clerk explained that it had been necessary for her to order a new laptop as the previous one had developed issues with the storage capacity. The Chairman had been notified of this decision. The invoice from 3 Spires Computing for £418.80 (inclusive of VAT) was approved by Parish Council and the Clerk agreed to make the payment. 	<p>CL</p>
11.	<p><u>Councillor’s reports and items for future agendas.</u></p> <p>There were no matters to report.</p>	
12.	<p><u>Date of Next Meeting.</u></p> <p>The next meeting of the Parish Council will be held on Thursday 16 October 2025.</p>	