

Minutes of the Meeting of Holt Parish Council

18 June 2026

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

In attendance:- , District Councillor D. Clarke.

Absent :- County Councillor Mrs M. Fordingham, C. Adams, N. Knight.

1.	Public Question Time. There were no members of the public present and therefore no questions.	
2.	Apologies. Apologies were received from Parish Councillors Mrs C. Adams and Mr N. Knight and County Councillor Mrs M. Fordington. These were accepted by Parish Council.	
3.	Declarations of Interest. (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. (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. There were no declarations of interest by Councillors for any items on the agenda.	
4.	Appointment of Vice Chairman. Parish Councillor Mr S. Williams proposed Parish Councillor Mr J. Harper for the role of Vice Chairman. This was seconded by Parish Councillor Mrs J. Hill and agreed unanimously by Parish Council. Parish Councillor Mr J. Harper accepted the role and thanked Parish Council.	
5.	Minutes.	

	The minutes of the Annual and Open Meetings of Holt Parish Council held on 21 May 2026 were submitted for approval. Parish Councillor Mr S. Williams proposed the minutes and these were seconded by Parish Councillor Mr J. Harper. The minutes were approved as a true record of the meeting.	
6.	County and District Councillor Reports for Information. <u>County Councillor report.</u> County Councillor Mrs M. Fordingham had circulated her report prior to the meeting. Parish Council noted the contents. <u>District Council report.</u> District Councillor Mr D. Clarke reported on the following matters of note:- 1. Village Hall. MHDC have approved in principle the remaining funds for the Village Hall project. Time schedules have still to be agreed. 2. Planning. There have been some amendments to the planning system. Any developments of more than 9 houses will now be dealt with directly by the Planning Inspectorate. This includes the application for the field adjacent to the Millennium Green (M/25/00400/FUL). This application has currently been refused but all objections have now been readdressed so if it is resubmitted it will be reconsidered under the new SWDP. The 30mph speed limit will not be extended and the corresponding VAS installed unless the development goes ahead.	
7.	Co-option to fill the current vacancy on Parish Council. Jaswender Singh was co-opted onto the Parish Council to fill the current vacancy. Mr Singh confirmed that he had read the Code of Conduct and other paperwork provided by the Clerk prior to the Meeting and signed the Declaration of Office. This was countersigned by the Clerk. The Clerk supplied Mr Singh with a Register of Interests to complete. The Clerk was asked to provide Mr Singh with a Parish Council email address and add his details to the bank mandate. The Chairman welcomed Mr Singh to Parish Council.	CL
8.	Progress Reports for Information. 1. Insurance cover for container - update. The Clerk confirmed that she had spoken to the insurers and the new container and contents would be covered under the current policy. 2. Ockeridge Lane litter bin - update.	CL

	The Clerk reported that the litter bin has been delivered and she is currently waiting for Jim Moule to return from holiday to arrange installation of the bin.																																							
9.	Finance. 1. To note the current bank balances. The Clerk reported that the current account balance is £1172.69 and the deposit account balance is £16807.02. 2. To approve payments and consider payments retrospectively. The following payments were reviewed and approved retrospectively by Parish Council. <table><tr><td>24-May-26</td><td>Bank transfer</td><td></td><td>Top Cut Mowing</td><td>180.00</td></tr><tr><td>24-May-26</td><td>Bank transfer</td><td></td><td>Worcester Container Hire Ltd</td><td>640.00</td></tr><tr><td>25-May-26</td><td>Bank transfer</td><td></td><td>Worcester Container Hire Ltd</td><td>1000.00</td></tr><tr><td>26-May-26</td><td>Bank transfer</td><td></td><td>Worcester Container Hire Ltd</td><td>1000.00</td></tr><tr><td>07 June 2026</td><td>Bank transfer</td><td></td><td>Mrs C Lightfoot (salary)</td><td>412.80</td></tr><tr><td>07 June 2026</td><td>Bank transfer</td><td></td><td>Mrs C Lightfoot (expenses)</td><td>84.99</td></tr><tr><td>15 June 2026</td><td>Bank transfer</td><td></td><td>Glasdon Uk Ltd (bin)</td><td>402.47</td></tr></table> 3. To review the current spend against budget. The Accounts spreadsheet was circulated prior to the Meeting and this was noted by Parish Council. 4. To approve the Annual Return and Statement of Accounts for the financial year ending 31 March 2026. The Clerk reported that the Internal Audit had been completed with no issues. Parish Council agreed to purchase a small gift of thanks for Mr Fisher as a token of their appreciation for completing the Internal Audit. Parish Council reviewed and approved the Annual Return and Statement of Accounts for the financial year ending 31 March 2026. The paperwork was signed by The Chairman and the Clerk in her capacity as The Responsible Financial Officer. The Clerk agreed to submit the Certificate of Exemption to the external auditors and advertise the audit as required on the Parish website and noticeboard.				24-May-26	Bank transfer		Top Cut Mowing	180.00	24-May-26	Bank transfer		Worcester Container Hire Ltd	640.00	25-May-26	Bank transfer		Worcester Container Hire Ltd	1000.00	26-May-26	Bank transfer		Worcester Container Hire Ltd	1000.00	07 June 2026	Bank transfer		Mrs C Lightfoot (salary)	412.80	07 June 2026	Bank transfer		Mrs C Lightfoot (expenses)	84.99	15 June 2026	Bank transfer		Glasdon Uk Ltd (bin)	402.47	CL
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10.	Planning. 1. Applications pending. <table><tr><th>Application No.</th><th>Location Details</th><th>Decision Status</th></tr><tr><td>M/25/00400/FUL Land At (Os 8144 6324) Holt Heath</td><td>Erection of 33no. dwellings, including 13no. affordable dwellings, new access off B4196, new landscaping and associated</td><td><i>Application refused</i> <i>This was discussed under Agenda Item 6 – District Councillor Report.</i></td></tr></table>				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	<i>Application refused</i> <i>This was discussed under Agenda Item 6 – District Councillor Report.</i>																														
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		works		
	M/26/00252/FUL Ball Mill Bungalow Main Road Hallow WR2 6LS	Proposed removal of storage containers, extensions of existing building, relocation of existing building and construction of 2 no. building 1 no. storage shelter (workshops and storage; Use Class B8)	<i>Pending decision</i>	
	M/25/00849/CCO Thatch Lodge Holt Heath	Discharge of condition 9 (External materials) of planning permission M/23/01131/FUL	<i>Pending decision</i>	
	2. Approvals/ Refusals.			
	Application No.	Location Details	Decision Status	
	M/26/00627/FUL Land at OS 8082 6327 Witley Road Holt Heath	Erection of 2 live/work units and associated parking	<i>Application refused</i>	
	3. Other planning issues. Planning Appeal 6003232.			
	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.	<i>Appeal dismissed</i>	

11.	Correspondence for information. The Clerk reported that all relevant information had been circulated prior to the meeting.	
12.	Clerk's report on urgent decisions since the last meeting. There were no items to discuss.	
13.	Councillor's reports and items for future agendas. There were no items raised.	
14.	Date for the next Meeting. This is scheduled for Thursday 20 August 2026..	