

Minutes of the Meeting of Holt Parish Council

17 September 2026

Present :- B. Curral (Chairman), J. Hill, N. Knight, J. Singh, S. Williams.

In attendance:- , District Councillor D. Clarke.

Absent :- County Councillor Mrs M. Fordingham, J. Harper, C. Adams, C. Lightfoot (Clerk).

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 J. Harper, Parish Clerk Mrs C. Lightfoot and County Councillor Mrs M. Fordingham. 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.	Minutes. The minutes of the Meeting of Holt Parish Council held on 20 September 2026 were submitted for approval. Parish Councillor Mr S. Williams proposed the minutes and these were seconded by Parish Councillor Mr N. Knight. The minutes were approved as a true record of the meeting and signed by The Chairman.	

5.	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. Devolution The decision on the structure of the unitary authority has been put on pause by The Government. This has left both County and District Councils currently in limbo although it was reported that the elections due to be held in May 2027 are still due to go ahead. Parish Council noted that no further progress can be made on forming a Parish Council Cluster until a decision is made on the future of the unitary authority. It was also noted that the Parish will not have a Polling station for the May 2027 elections as works on the Village Hall will not be completed. District Councillor Mr D. Clarke agreed to raise this at MHDC in order to find a solution prior to the elections. 2. Planning. District Councillor Mr D. Clarke summarised the new government planning rules and how this will impact decision making on planning applications. He agreed to supply further information on this to Parish Council when available. 3. Drainage issues. A discussion took place in relation to the state of the roads and gutters on the side roads within the Parish. It was questioned how much work can be undertaken by the Lengthsman on the roads and pavements outside the 30mph limit. The Clerk was asked to clarify the situation in relation to this.	DC DC CL
6.	Progress Reports for Information. 1. Ockeridge Litter Lane bin - update. The Clerk reported that the bin will be collected and installed in early October. 2. Reporting of Parish issues via the Parish website - update. Parish Councillor Mr S. Williams has designed a webpage which is now live with explanations and links to report common Parish issues, for example pavement and highways issues and fly tipping. 3. Attendance of local police force at PC meeting - update. The Chairman has arranged for the local PCSO to attend the October meeting of the Parish Council. It is hoped that members of the public will attend this meeting so they can raise any questions they may have. 4. Installation of new VAS within the Parish – update.	

	It was reported that we are still awaiting a meeting date with County Highways to discuss the positioning of the new VAS. 5. Parish emergency plan – update. The Chairman reported that he had spoken to Hereford and Worcester Fire Service about the fire risk within the Parish and they had supplied some general guidance. • Risks are highest where there is fuel load and public access, for example the woodland at the rear of Severn Heights. • Where a landowner is concerned about fire risk and there is public access to the land it is good practice to put up notices drawing attention to the risk. • If a landowner becomes concerned of serious imminent danger, then it is possible to close public access for a period to reduce the risk. Signs would need to be in place to communicate this. • Residents seeking guidance on good practice can look up fire risk on the internet. This provides information on how to mitigate risk. The main requirement for Parish Council would be to have a local liaison with the Parish who could be contacted in an emergency. It was agreed by Parish Council that The Chair and Parish Councillor Mrs J. Hill would act as local liaisons with the Parish. 6. The impending closure of the Village Post Office. Parish Council have been made aware that the current postmaster Mr Nick Brown will retiring from his position at the end of September. As a result of this the franchise for the post office will be advertised in the next few days. The post office wish that any new franchise should be within a retail environment and within 5km of the current location. Parish Council expressed their thanks to Mr Brown for his many years service within the community.																
7.	Finance. 1. To note the current bank balances. The Clerk reported that the current account balance is £494.17 and the deposit account balance is £16789.28. 2. To approve payments and consider payments retrospectively. The following payments were reviewed and approved retrospectively by Parish Council. <table><tr><td>01 September 2026</td><td>Bank transfer</td><td></td><td>Steven Williams</td><td>137.46</td></tr><tr><td>01 September 2026</td><td>Bank transfer</td><td></td><td>Steven Williams</td><td>12.99</td></tr><tr><td>12 September 2026</td><td>Bank transfer</td><td></td><td>Top Cut Mowing</td><td>180.00</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. Update on bank mandate. It was reported that Parish Councillor Mr J. Singh was now approved as a signatory on the bank mandate.	01 September 2026	Bank transfer		Steven Williams	137.46	01 September 2026	Bank transfer		Steven Williams	12.99	12 September 2026	Bank transfer		Top Cut Mowing	180.00	
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8.	Planning. 1. Applications pending. <table border="1" data-bbox="289 348 1317 1136"> <thead> <tr> <th data-bbox="289 348 630 426">Application No. Location</th><th data-bbox="638 348 971 390">Application Details</th><th data-bbox="979 348 1317 390">Decision Status</th></tr> </thead> <tbody> <tr> <td data-bbox="289 432 630 583">M/26/01173/FUL Woodbury Witley Road Holt Heath Worcester WR6 6LX</td><td data-bbox="638 432 971 583">Erection of 2, two-storey dwellings (self build)</td><td data-bbox="979 432 1317 583"><i>Pending decision</i></td></tr> <tr> <td data-bbox="289 594 630 972">M/26/00252/FUL Ball Mill Bungalow Main Road Hallow WR2 6LS</td><td data-bbox="638 594 971 972">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)</td><td data-bbox="979 594 1317 972"><i>Pending decision</i></td></tr> <tr> <td data-bbox="289 982 630 1136">M/25/00849/CCO Thatch Lodge Holt Heath</td><td data-bbox="638 982 971 1136">Discharge of condition 9 (External materials) pf planning permission M/23/01131/FUL</td><td data-bbox="979 982 1317 1136"><i>Pending decision</i></td></tr> </tbody> </table> Parish Council expressed concern as to the access to the A4133 of the development proposed in application M/26/01173/FUL and noted the comments submitted by the neighbours. 2. Approvals/ Refusals. <table border="1" data-bbox="289 1402 1317 1724"> <thead> <tr> <th data-bbox="289 1402 630 1480">Application No. Location</th><th data-bbox="638 1402 971 1444">Application Details</th><th data-bbox="979 1402 1317 1444">Decision Status</th></tr> </thead> <tbody> <tr> <td data-bbox="289 1491 630 1724">M/26/01092/FUL Holt Heath Village Hall, Holt Heath</td><td data-bbox="638 1491 971 1724">Demolition of existing village hall and erection of a new hall (variation of conditions 3 and 8 of planning permission</td><td data-bbox="979 1491 1317 1724"><i>Application approved</i></td></tr> </tbody> </table> It was noted that the changes in design to the Village Hall roof had been approved.	Application No. Location	Application Details	Decision Status	M/26/01173/FUL Woodbury Witley Road Holt Heath Worcester WR6 6LX	Erection of 2, two-storey dwellings (self build)	<i>Pending decision</i>	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) pf planning permission M/23/01131/FUL	<i>Pending decision</i>	Application No. Location	Application Details	Decision Status	M/26/01092/FUL Holt Heath Village Hall, Holt Heath	Demolition of existing village hall and erection of a new hall (variation of conditions 3 and 8 of planning permission	<i>Application approved</i>	
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	3. Other planning issues. There were no issues to report.	
9.	Correspondence for information. All relevant correspondence had been circulated prior to the Meeting.	
10.	Clerk's report on urgent decisions since the last meeting. There were no items to discuss.	
11.	Councillor's reports and items for future agendas. 1. Car show. The organisers of the Holt Millennium Green Car Show and Parish Councillor Mr J. Singh were congratulated for the success of the Car Show and Indian Food Festival respectively.	
12.	Date for the next Meeting. This is scheduled for Thursday 15 October 2026.	