

**HOLT PARISH COUNCIL
MINUTES OF THE MEETING HELD IN HOLT VILLAGE HALL
AT 7.30 p.m. ON THURSDAY 17 OCTOBER 2019**

Present :- P. Winney (Chairman), P. Mobbs (Vice Chairman), J. Bowker, G. Wotton, J. Harper, C. Lightfoot (Clerk).

Absent:- C. John.

In Attendance:- County Councillor Mr P. Grove, District Councillor Mrs. P Cumming, Mr D. Pugh.

1	<p><u>Public Question Time.</u> There were no members of the public present and therefore no questions.</p>	
2	<p><u>To consider apologies and approve reasons for absence.</u> The Clerk reported that apologies had been received from Parish Councillor Mrs C. John. Parish Council approved the reason for absence.</p>	
3.	<p><u>Declarations of Interest.</u> a) Register of Interests. There were no issues to report. b) Registration of Personal Interests. There was no registration of Personal interests. c) Registration of Prejudicial Interests. There was no registration of Prejudicial interests. d) Written requests for the Council to grant a dispensation. There had been no written requests for dispensation.</p>	
4.	<p><u>County and District Councillors reports for information.</u> County Councillor Mr P. Grove reported the following matters of note:-</p> <p>a) Budget. The Council continues to assess the budget and make savings where possible. Additional funds will be allocated to Children’s Services and Adult Social Care.</p> <p>b) Highways funding. County Councillor Mr P. Grove confirmed that 2 highways projects had been put forward for funding within the Parish - the extension of the footpath from the Red Lion to the Millennium Green and the painting of double white lines to deter overtaking in the village. A decision has not yet been reached on which of the projects across the region will receive funding. A question was raised with regards to the adequacy of the road signs in the village. County Councillor Mr P. Grove reported that no issues were identified in the review of road signs which took place 9 months ago. Parish Council expressed their concerns in relation to the visibility and clarity of the Droitwich and Worcester road signs at Red Lion junction when approaching on the A443 from Great Witley.</p> <p>c) Divisional Funding. County Councillor Mr P. Grove reported that he still had funds remaining in his Divisional Fund for any projects Parish Council may be undertaking. The Chairman explained that the Christmas tree at Red Lion junction was dying and needed replacing. County Councillor Mr P. Grove agreed to provide a contribution towards the purchase of a new tree. The Clerk was asked to complete the relevant paperwork. The Chairman further reported he was speaking to the Lengthsman about cutting back and if necessary removing some of the trees on the triangle at Red Lion junction.</p>	<p>CL</p> <p>PW</p>

	<p>District Councillor Mrs P. Cumming had reported the following matters of note:-</p> <p>a) SWDP This is in the process of being revised so it extends up to 2040. The Government has provided a new formula which means an extra 14,000 houses need to be found within Worcestershire. It is proposed due to the overstretched transport system to locate the majority of the new housing in the vicinity of railway links (Persnore, Worcester Parkway and Rushwick - new rail station). Some villages will receive a small allocation of housing and the formula for calculating this is based on the category of the village and the impact it will have on the local area. At present there are no plans for development in Holt as the previous two larger sites (adjacent to the Millennium Green and School Lane) were turned down so are not included in the proposed sites. There are some slight changes to settlement boundaries but the only place where this affects Holt is by the village pond. MHDC are due to agree all the proposals by 29 October 2019 and these will then be open to consultation. The Chairman and Vice Chairman confirmed that they would be attending a consultation meeting on the SWDP at the beginning of November on behalf of Parish Council. Parish Council felt it was important that the village hall remained on its current site in the centre of the village. It was also highlighted that the settlement boundaries should be kept intact to prevent development spreading into the open countryside. Parish Council further discussed formulating a Development Plan to decide where it wants to put any future housing allocations and also to ensure there is sufficient infrastructure in place to support further development.</p> <p>b) Recycling. It has been reported that the recycling bins are being contaminated by people placing incorrect items in the bins. Parish Council were urged to encourage people to use the bins correctly.</p> <p>c) Planning. A new head of planning has been appointed – Holly Jones.</p>	<p>PW PM</p>
<p>5.</p>	<p>TO APPROVE THE MINUTES OF THE MEETING OF HOLT PARISH COUNCIL HELD ON 19 SEPTEMBER 2019.</p> <p>The minutes of the Meeting of Holt Parish Council held on Thursday 19 September 2019 were approved by Parish Council and signed by the Chairman as a true record.</p>	
<p>6.</p>	<p>CO-OPTION OF NEW PARISH COUNCILLOR.</p> <p>The Chairman welcomed Mr Dennis Pugh to Parish Council. The Clerk explained the co-option process to Mr Pugh. Mr Pugh confirmed he had received and read the Code of Conduct and Standing Orders. Mr Pugh signed the Declaration of Office which was witnessed by the Clerk. The Clerk passed the Declaration of Interest form Mr Pugh and asked him to complete and return it to herself.</p>	<p>DP</p>

<p>6.</p>	<p>PROGRESS REPORTS</p> <p>a. Village Hall Refurbishment – progress report. The Chairman explained he had a meeting with the members of the Village Hall committee to try and find a way forward to apply for grant funding to carry out the refurbishment. £8000 is needed to have the initial plans drawn up for refurbishment. Further progress is dependent on a decision from the Village Hall committee.</p> <p>b. VAS – progress report. Parish Councillor Mr P. Mobbs reported that the VAS is not yet installed as we are still awaiting Highways to sort out the poles. The Clerk reported that she had written to all the residents of Woodbury Park requesting that the hedge bordering the highway is cut back to allow full visibility of the VAS. To date this has not been actioned. Parish Councillor Mr P. Mobbs agreed to speak to Hannah Davies of County Highways to ask her advice on this issue.</p> <p>c. Pollinator sites – response by 9 October 2019 – update. The Clerk reported that she had submitted the site on the grass verge by Broomfields as a pollinator site. The Chairman agreed to contact Mr Tim Brookes to ask for his assistance in cutting back and reseeding the site.</p> <p>d. SWDP briefing 6 November 2019 – update. Vice Chairman Mr P. Mobbs gave a run down of the proposed locations in the local area. No new development is proposed in Holt as it is classed as a Category 2 village which means it does not have sufficient infrastructure to support new development.</p> <p>e. Armistice Day arrangements 2019 – update. Parish Councillor Mr J. Bowker confirmed he would attend this event and lay the wreath on behalf of Parish Council.</p> <p>f. Lengthsman – grip clearance and tree cutting – progress report. The Chairman reported he was in contact with the Lengthsman with regard to grip clearance and tree cutting.</p> <p>g. Footpaths – maintenance plan – progress report. The Clerk reported that Mr Trevor Bourne had provided a list of maintenance work on the Parish footpaths which had been passed to the Lengthsman to carry out the works.</p> <p>h. Footpath on the A443 siding out – progress report. The Clerk reported that she had reported this to County Highways and it had been put on the works list.</p> <p>i. Christmas tree lights – progress report. This was discussed under agenda item 4c County Councillor report, Divisional funding.</p>	<p>PM</p>
<p>8</p>	<p>Planning</p> <p>a) Applications Pending. There were no applications to discuss.</p> <p>b) Approvals/Refusals. There were no applications to discuss.</p> <p>c) Other Planning issues. <i>Planning Appeal APP/J1860/W/19/3229510 Thatched Lodge, Holt Heath, WR6 6NL. Mr E. Hunt. Conversion of stable block into dwelling.</i> This application remains pending. <i>19/00492/FUL Ball Mill Bungalow, Main Road, Hallow, WR2 6LS. Construction of new storage shed on existing brownfield land. (Discussion re enforcement process)</i> District Councillor Mrs P. Cumming reported on the enforcement process on this application. The owner has reported that all activity is for personal use only. It has therefore not been possible for the Enforcement Officer to issue an enforcement notice and a planning contravention notice needs to be issued instead. This will specify what the site can be used for. Evidence will then be needed if the owner is not complying with the notice.</p>	

<p>9 Finance</p> <p>a. To note the current bank balances. The Clerk reported that the current account balance was £1,785.30 and the deposit account balance was £8,305.55.</p> <p>b. with the attached schedule. The following payments were approved by Parish Council.</p> <table border="1" data-bbox="308 369 1369 784"> <thead> <tr> <th>Date</th> <th>Payee</th> <th>Chq No.</th> <th>Amount</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>22/9/2019</td> <td>Westcote VAS</td> <td>1261</td> <td>£3840.00</td> <td>Purchase of VAS</td> </tr> <tr> <td>17/10/2019</td> <td>Mrs C Lightfoot</td> <td>1262</td> <td>£ 327.50</td> <td>Clerk's salary Oct 2019</td> </tr> <tr> <td>17/10/2019</td> <td>Mrs C Lightfoot</td> <td>1263</td> <td>£12.15</td> <td>Clerk's expenses Oct 2019</td> </tr> <tr> <td>17/10/2019</td> <td>Top Cut</td> <td>1264</td> <td>£160.00</td> <td>Grass cutting Sept 2019</td> </tr> </tbody> </table> <p>c. To review the current spend against budget. The Council noted the information.</p>	Date	Payee	Chq No.	Amount	Details	22/9/2019	Westcote VAS	1261	£3840.00	Purchase of VAS	17/10/2019	Mrs C Lightfoot	1262	£ 327.50	Clerk's salary Oct 2019	17/10/2019	Mrs C Lightfoot	1263	£12.15	Clerk's expenses Oct 2019	17/10/2019	Top Cut	1264	£160.00	Grass cutting Sept 2019		
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<p>10</p>	<p>Correspondence for Information.</p> <p>The correspondence circulated prior to the meeting was discussed by Parish Council.</p>																										
<p>11</p>	<p>Clerk's report on Urgent Decisions since the last Meeting</p> <p>There were no items to discuss.</p>																										
<p>12</p>	<p>Councillor's reports and items for future agendas.</p> <p>a) Estate agent signs. The Clerk was asked to contact the estate agents again to request the removal of signs in the village.</p> <p>b) Writtle coaches. The Chairman asked the Clerk to contact The Chantry High School to inform that the Writtle coach picking up a school child on the Shrawley Road is running over and causing the grips to become blocked.</p> <p>c) Climate change meeting. Parish Councillor Mrs G. Wotton asked the Clerk to contact Grimley Parish Council to see whether an action has taken place as a result of the meeting held.</p>	<p>CL</p> <p>CL</p> <p>CL</p>																									
<p>13</p>	<p>Date of Next Meeting</p> <p>The date of the next meeting was confirmed as Thursday 21 November 2019.</p>																										