

**HOLT PARISH COUNCIL
MINUTES OF THE MEETING HELD IN HOLT VILLAGE HALL
AT 7.30 p.m. ON THURSDAY 17 MARCH 2022 IN HOLT VILLAGE HALL.**

Present :- P. Mobbs (Chairman), J. Bowker, D. Pugh, C. Adams, C. John, C. Lightfoot (Clerk).

In Attendance:- District Councillor Mrs P. Cumming, County Councillor Mr S. Richardson-Brown., Michelle Taylor.

Absent:- J. Harper.

1.	<p><u>Public Question Time.</u> Michelle Taylor attended Parish Council to participate in the Jubilee discussions – agenda item 6c.</p>	
2.	<p><u>To consider apologies and approve reasons for absence.</u> The Clerk reported that apologies had been received from Parish Councillor Mr J. Harper.</p>	
3.	<p><u>Declarations of Interest.</u> a) Register of Interests. There were no changes to the Register of Interests. 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>Minutes.</u> The minutes of the Meeting of Holt Parish Council held on Thursday 17 March 2022 were approved by Parish Council and signed by the Chairman as a true record.</p>	
5.	<p><u>County and District Councillor reports for information.</u> <u>County Councillor report.</u> County Councillor Mr Scott Richardson-Brown reported on the following issues.</p> <p>a) Mini roundabout. There have been no further developments on the traffic calming proposals at the mini roundabout. The ideal solution would be to make a larger roundabout but this is likely to take several years.</p> <p>b) Defibrillator insurance claim. County Councillor Mr Scott Richardson-Brown asked what was the current position re the stolen defibrillator. The Chairman reported that Parish Council had made the decision not to replace the defibrillator at the Village Hall for the time being but instead upgrade the defibrillator at the phone box. Parish Council are concerned as to the affect 2 claims in the same year will have on the insurance premium. The Clerk agreed to follow this up with the broker before a decision was made whether to proceed with the claim. County Councillor Mr Scott Richardson-Brown offered financial support to cover the increase in premium and/or excess.</p> <p>c) Drainage issues. Parish Councillor Mrs C. John raised the drainage issue on Ockeridge Lane near her property Rowley Farm where the new drainage grate has been placed in the wrong location. She further raised the issue of a protruding drain cover which has caused several tyre blow-outs. County Councillor Mr Scott Richardson-Brown asked the Clerk to send him the Highways reference numbers for these issues so he could follow them up on behalf of Parish Council.</p>	<p>CL</p> <p>CL SRB</p>

	<p><u>District Councillor report.</u></p> <p>District Councillor Mrs P. Cumming reported on the following issues.</p> <ul style="list-style-type: none"> a) SWDP. Communication has been circulated detailing the delay in the SWDP timetable. This has resulted in a greater risk of speculative development to try and meet the demands of the 5-year land supply. b) Land at Hallow. £2000 was spent to purchase a piece of land at Hallow for carbon reduction reasons. To date there the land has not been used in any way. c) Report on Ward boundary review. The report and outcome of the consultation process is not due to until July. d) Highways issues. A discussion took place in relation to the capacity of the roads in the Parish and concerns were expressed that road usage was reaching its capacity. Concerns were expressed as to the speed and volume of traffic on Ockeridge Lane. County Councillor Mr Scott Richardson-Brown agreed to enquire about the possibility of traffic monitoring on Ockeridge Lane. 	
6.	<p><u>Progress reports.</u></p> <ul style="list-style-type: none"> a) Repair to wildflower area – progress report. The Clerk reported that the previous Chairman of Parish Council (Mr P.Winney) had been in contact with Severn Trent Water to chase the outstanding funds for the repairs to the wildflower area. b) Stolen defibrillator – update. This was discussed under Agenda item County Councillor report 5b. c) Platinum Jubilee event. Parish Councillor Mrs J. Hill and Michelle Taylor reported on the plans in place to hold the Jubilee picnic and Summer fete on Sunday 5 June 2022. The next committee meeting is due to be held on 3 May 2022 at 7.00pm in the Lenchford. A discussion took place in relation to the purchase of Jubilee mugs by Parish Council for the children of the Parish. It was agreed that Parish Council should purchase china mugs bearing a portrait of the Queen as an official memento of the Jubilee. 252 mugs @ £5.85 each = £1474.20 It was further agreed that these would be distributed by members of Parish Council to the children in the village as opposed to distributing them at the Village Fete. Any spare mugs would be shared between the parishioners responsible for organising the Jubilee Fete and Picnic. District Councillor Mrs P. Cumming agreed to contribute £175.00 from her Divisional Fund towards the cost of the mugs. Following a further discussion it was agreed that Parish Council would purchase an oak tree to be planted on the Millennium Green as part of the Queen’s Green Canopy (Mr Peter Winney to arrange) and a plaque (cost £119.00) from the RBLI to mounted on a stone by the tree, The Clerk was asked to place the orders for the mugs and the plaque. d) Renewal of the Lengthsman Scheme – update. The Clerk reported that the Lengthsman (Mr Rob Harrison) had agreed to renew his contract on the same terms as last year. She further reported that she had requested that County Highways include Ockeridge Lane and Shrawley road on their schedule of drain clearance as it is too dangerous for the Lengthsman to work in the derestricted zone. 	<p>CL</p> <p>ALL</p> <p>CL</p> <p>CL</p>
7.	<p><u>Finance.</u></p> <ul style="list-style-type: none"> a) To note the current bank balances. It was reported that the current account bank balance currently stood at £7,529.29 and the deposit account at £8,400.00. b) To consider payments retrospectively. The following payments were approved by two members of Parish Council and made by bank transfer. These payments were approved retrospectively by Parish Council. 	

05 April 2022	Bank charges	Monthly account fee	8.00
12-Apr-22	Direct transfer	Mrs Caroline Lightfoot (Clerks salary)	400.00
12-Apr-22	Direct transfer	Holt Heath Village Hall	14.00
12-Apr-22	Direct transfer	Top Cut Mowing Ltd	160.00
15-Apr-22	Direct transfer	Holt Heath Village Hall	14.00
18-Apr-22	Direct transfer	Mrs Caroline Lightfoot (Clerks expenses)	15.20
20-Apr-22	Direct transfer	Holt Heath Village Hall	21.00

c) Approval of Annual Accounts and signing of the Annual Return.

The Chairman read out the Annual Governance statement and Parish Council agreed with each statement. This was approved by Parish Council and signed by the Chairman and the Clerk. The Clerk read out the Accounting Statements and this was approved by Parish Council and signed by the Chairman and the Clerk. The Clerk explained that the Accounts would now be audited internally and then because the income and expenditure fall below £25 000 threshold a Certificate of Exemption would be submitted to the external auditor and published on the Parish noticeboards and website.

8. Planning.

a) **Applications Pending.** To review the recommendations of Parish Council on current applications.

<u>21/01936/CLE</u>	Top Barn Farm Worcester Road Holt Heath Worcester WR6 6NH	Certificate of lawfulness for the existing Mixed Use for Agriculture, Education and Therapeutic Care	Pending Decision (Recommend approval)
<u>21/01863/FUL</u>	Woodside Farm Top Barn, The Pack House At Worcester Road Holt Heath WR6 6NH	Extension to existing agricultural packhouse facility and farm office	Pending Decision (Recommend approval)
<u>M/22/00257/FUL</u>	Yard 2 Top Barn Business Centre Worcester Road Holt Heath WR6 6NH	Planning application for the resurfacing of storage yard, installation of security gate and ancillary works.	Pending Decision (Recommend Approval)
<u>M/22/0205/FUL</u>	Red Lion Witley Road Holt Heath WR6 6LX	Formation of 3 New Build Dwellings to the land at the rear of the Red Lion public house.	Pending Decision (Recommend Refusal)
<u>M/22/00204/FUL</u>	Red Lion Witley Road Holt Heath WR6 6LX	Refurbishment works including new canopy to main entrance, over bay windows, external finishes and increasing car parking arrangements. First floor to create overnight accommodation for eight bedrooms with enSuites.	Pending Decision (Recommend Approval)
<u>M/2200311/HP</u>	2 Worcester Road Holt Heath WR6 6NH	Single storey extension and addition of WC to first floor	Following discussion Parish Council recommended approval of this application.

<u>M/22/00260/CLPU</u>	Holt Fleet Hotel Holt Heath WR6 6NL	Application for Certificate of Lawfulness to increase the number of civil ceremonies to be held at the venue	Following discussion Parish Council recommended approval of this application.
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It was reported that Highways had objected to Planning Application M/220205/FUL due to the lack of parking. A decision had been deferred until the planner was able to provide further information about the parking arrangements.

b) Approvals/Refusals.

<u>20/015616/CLE</u>	Ball Mill Bungalow	An operational base for forestry and other arboricultural activities including processing of wood for firewood, biomass/ woodshavings and other wood products, marketing and delivery of material thereby produced.	Approved
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c) Any other planning issues.

<u>21/01286/TC</u>	Grass Verge At (Os 8177 6304) School Lane Holt Heath	Phase 8 street pole C/W wraparound cabinet at base and associated ancillary works.
<u>21/00765/CU</u>	Northington Farm, Farm Lane, Holt Heath, WR6 6NQ	Change of use of ground of one unit to B8

It was reported that the appeal on application 21/01286/TC had been dismissed by the Planning Inspectorate.

9.	<u>Correspondence for information.</u> All relevant correspondence had been circulated prior to the meeting.	
10.	<u>Clerk's report on urgent decisions since the last meeting.</u> There were no matters to note.	
11.	<u>Councillor's reports and items for future agendas.</u> a) Street Cleaning. The Clerk was asked to request street cleaning at various locations around the village. b) Parish Footpaths Officer. The Clerk reported that the P3 grant for footpath maintenance had been applied for. She reported that there was still a vacancy for a Parish Footpaths Officer. Parish Council agreed to notify the Clerk of any parishioners who were interested in the role.	CL ALL
10.	<u>Date of Next Meeting.</u> The next meeting of the Parish Council will be held on Thursday 19 May 2022 in Holt Village Hall. This will be the Annual and Open Meetings.	

