

**HOLT PARISH COUNCIL
MINUTES OF THE MEETING HELD IN HOLT VILLAGE HALL
AT 7.30 p.m. ON THURSDAY 18 APRIL 2019**

Present :- P. Winney (Chairman), P. Mobbs, J. Harper, C. John, G. Wotton ,S. Jones, C. Lightfoot (Clerk).

Absent:- J. Bowker (Vice Chairman), G. Wotton, C. John, S Jones.

In Attendance:- District Councillor Mrs. P Cumming, County Councillor Mr P. Grove, Mr P. Cumming (Little Witley Parish Council).

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| 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 Councillors Mr J. Bowker, Parish Councillor Mrs G. Wotton and Parish Councillor Mrs C. John. Parish Council approved the reasons for absence. The Clerk further reported that she had received an email of resignation from Parish Councillor Ms S. Jones. Ms Jones had decided not to stand as a Parish Councillor in the forthcoming election process. Parish Council expressed their regret at this decision.</p> | |
| 3 | <p><u>Declarations of Interest.</u> a) Register of Interests. There were no changes to the Register of Interests. The Clerk reminded all members of Parish Council that they would be required to complete a new Register of Interests post the Parish Council election process. The Clerk further reminded all Members that election expenses needed to be completed and returned by the end of May even if a nil return was being made. b) Registration of Personal Interests. There was no registration of Personal interests. Parish Councillor Mr J. Harper expressed an interest in planning application 19/00361/AGR Land at OS 8262 6274 Holt Heath. 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> | ALL |
| 4. | <p><u>County and District Councillors reports for information.</u> County Councillor Mr P. Grove did not attend the Parish Council Meeting due to purdah. The Clerk reported that she had circulated the County Council report prior to the Meeting. Parish Council noted the contents of the report. There were no specific items relating to the Parish. District Councillor Mrs P. Cumming reported the following matters of note:- i. Well dressings. A well dressing trail will take place in Malvern on the weekend of 4-6 May 2019. Further information at www.VisitTheMalverns.org/blog. ii. MHDC Community Awards and Sport. As part of the initiative to get the district more active the annual awards have been launched. The deadline for applications is 16 May 2019. iii. SWDP. The draft SWDP will soon be available. It is important this is fully reviewed at this stage so the final plan can be formalised and adopted, contrary to what happened previously when the plan was rejected at the final stage. iv. Neighbourhood Plan.</p> | |

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| | <p>Parish Councillor Mr P. Mobbs raised the issue of Neighbourhood Plans and reported on a meeting that he and The Chairman had held with Mr P. Cumming of Little Witley Parish Council on the issue. Mr P. Cumming outlined the procedure for writing a Neighbourhood Plan. This should be undertaken by a separate committee although Parish Council should still be involved in the process. The process should involve consultation with the Parish on key issues and an action plan on how these may be addressed. Key to this process is the amount and location of any new development in the village and the infrastructure to support this. Grant funding would be available for the process. The previous Neighbourhood Plan was written in 2005.</p> <p>Parish Council agreed that this would be a good course of action for the Parish and decided to revisit the subject after the new Parish Council is elected next month.</p> | ALL |
| 5. | <p>TO APPROVE THE MINUTES OF THE MEETING OF HOLT PARISH COUNCIL HELD ON 21 MARCH 2019.</p> <p>The minutes of Meeting of Holt Parish Council held on Thursday 21 March 2019 were approved by Parish Council and signed by the Chairman as a true record.</p> | |
| 6. | <p>PROGRESS REPORTS</p> <p>a) Parking on Cherry Orchard/Severn Heights – update. The Chairman reported that this had been monitored over the last few weeks and did not appear to be such an issue now the Millennium Green had moved to summer opening hours. The Clerk was asked to draft a general notice for the Parish magazine reminding people to park considerately.</p> <p>b) Superfast broadband Ockeridge Lane – update.. In the absence of County Councillor Mr P. Grove and Parish Councillor Mrs C. John this issue was carried forward to the next Meeting.</p> <p>c) Village Hall refurbishment – progress report. The Chairman reported that the trust relating to the Village Hall are still being investigated. In the meantime further research has been carried out in relation to grant funding available for the refurbishment of the current village hall.</p> <p>d) VAS – progress report. It was agreed that this would be carried forward to the next Meeting of Parish Council.</p> <p>e) Replacement litter bins in the Parish – progress report. Parish Councillor Mr P. Mobbs reported on this project. The new litter bins have been purchased. These are green and slightly larger than the current bins. Parish Councillor Mr P. Mobbs is currently in the process of installing the bins. The bin adjacent to the bus shelter has required digging into and reinforcing the bank with a small retaining wall. Parish Councillor Mr P. Mobbs is also in the process of contacting MHDC streets and amenities to ensure the bins are regularly emptied. The Chairman thanked Parish Councillor Mr P. Mobbs for his work on this project.</p> <p>f) Millennium Green – progress report. The Chairman reported that the grant work had now been completed on the Millennium Green and the monies allocated.</p> | <p>CL</p> <p>PG</p> <p>PW</p> <p>CL</p> <p>PM</p> |
| 8 | <p>Planning</p> <p>a) Applications Pending. <i>19/00492/FUL Ball Mill Bungalow, Main Road, Hallow, WR2 6LS. Construction of new storage shed on existing brownfield land. (Recommend Approval)</i></p> <p>b) Approvals/Refusals.</p> | |

19/00004/FUL Thatched Lodge, Holt Heath, WR6 6NL. Conversion of stable block into dwelling (*Refused*).
 19/00361/AGR Land at OS 8262 6274, Holt Heath. Prior notification of construction of an above ground reservoir for the purpose of crop irrigation (*Approved*).
c) Other Planning issues.
 Parish Council noted that an appeal had been lodged on Planning Application 18/01565/FUL,
 Mr and Mrs H John, Rowley Farm, Ockeridge Lane, WR6 6LY. Change of use of land for siting of one holiday log cabin.

9 Finance

a. To note the current bank balances.

The Clerk reported that the current account balance was £5,389.36 and the deposit account balance was £1,667.03.

b. with the attached schedule.

The following payments were approved by Parish Council.

| Date | Payee | Chq No. | Amount | Details |
|-----------|-----------------------------|---------|----------|--|
| 27/3/2019 | Mr R Harrison | 1232 | £120.00 | Lengthsman March 2019 Retrospective |
| 27/3/2019 | Mr WP Winney | 1233 | £3785.86 | Millennium Green electricity installation and landscaping Retrospective |
| 28/3/2019 | Severn Home Improvements | 1234 | £1508.69 | Millennium Green electricity installation Retrospective |
| 6/4/2019 | Mrs C Lightfoot | 1235 | £327.50 | Clerk's salary April 2019 Retrospective |
| 8/4/2019 | Stonemasons of Worcester | 1236 | £372.00 | Memorial stone for Millennium Green Retrospective |
| 12/4/2019 | Mr P Mobbs | 1237 | £753.99 | Replacement litter bins Retrospective |
| 18/4/2019 | Mrs C Lightfoot | 1238 | £33.14 | Clerk's expenses Printer cartridges |
| 18/4/2019 | Mr P Mobbs | 1239 | £94.36 | Litter bin installation |

c. To review the current spend against budget.

The Council noted the information.

d. To review the Annual accounts and sign the Annual Return and Annual Governance statement.

The Chairman read out the Annual Governance statement this was agreed by Parish Council and signed by The Chairman in the presence of the Clerk as RFO. The Clerk summarised the Annual accounts and Annual Return. This was approved by Parish Council and signed by The Chairman.

10 Correspondence for Information.

All correspondence of note had been circulated prior to the Meeting.

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| 11 | <p>Clerk's report on Urgent Decisions since the last Meeting</p> <p>a) Lengthsman. The Clerk reported that she had had the renewal papers for the Lengthsman Scheme and she would be completing these with Mr R. Harrison. Parish Council expressed their thanks to Mr Harrison for the work he had undertaken in the Parish over the last year.</p> <p>b) P3 Scheme. The Clerk reported that she had applied for a P3 grant on the same basis as last year.</p> | CL |
| 12 | <p>Councillor's reports and items for future agendas.</p> <p>There were no items to report.</p> | |
| 13 | <p>Date of Next Meeting</p> <p>The date of the next meeting was confirmed as Thursday 16 May 2019. This will be the Annual and Open Meeting.</p> | |