

**HOLT PARISH COUNCIL
MINUTES OF THE MEETING HELD IN HOLT VILLAGE HALL
AT 7.30 p.m. ON THURSDAY 19 OCTOBER 2023 IN HOLT VILLAGE HALL.**

Present :- S. Willaims (Vice Chairman), M. Taylor, J. Harper, C. Adams, J. Hill, C. Lightfoot (Clerk).

In Attendance:-

Absent:- D. Pugh (Chairman), C. John, County Councillor Mr S. Richardson-Brown, C. John, District Councillor Mr D. Clarke.

1.	<u>Public Question Time.</u> There were no members of the public present and therefore no questions.	
2.	<u>To consider apologies and approve reasons for absence.</u> The Clerk reported that apologies had been received from Parish Councillors Mr D. Pugh and Mrs C. John and District Councillor Mr D. Clarke. There had been no correspondence from County Councillor Mr S. Richardson-Brown. Parish Council approved the reasons for absence.	
3.	<u>Declarations of Interest.</u> a) Register of Interests. Parish Councillor Mr J. Harper signed his Declaration of Office and passed the Clerk his completed Register of Interests. The Clerk said she would now ensure that MHDC hold an up-to-date copy of all the Register of Interests for Holt Parish Council. b) Registration of Personal Interests. Parish Councillor Mr J. Harper registered a personal interest in planning application M/23/00977/HP The Farmhouse, Top Barn Farm. 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.	CL
4.	<u>Minutes.</u> The minutes of the Meeting of Holt Parish Council held on 21 September 2023 were reviewed by Parish Council. Parish Councillor Mrs J. Hill proposed that the minutes were approved by Parish Council as a true record of the Meeting. This was seconded by Parish Councillor Mrs M. Taylor and unanimously agreed Parish Council. The Vice Chairman signed the Minutes.	
5.	<u>County and District Councillor reports for information.</u> In the absence of County Councillor Mr S. Richardson-Brown and District Councillor Mr D. Clarke there were no items to report.	
6.	<u>Progress reports for information.</u> a) Village VAS – feedback re feasibility study into the installation of additional VAS on A4133. The Clerk reported that Highways were now aware they were missing a VAS and had requested the return of the VAS they installed in error in the vicinity of the Red Lion. The Clerk suggested that the Parish kept the VAS already installed and gave Highways the VAS that was still boxed as the specifications were identical. This would save time and costs associated with removing the VAS currently in situ and replacing it with the other model. This was agreed with Parish Council. The Clerk further reported that following a suggestion to place a VAS opposite to Broomfields entrance set to 40mph Tanya Crake had suggested rotating the VAS between the site opposite the Village Hall (set to 30mph) and opposite Broomfields (set to 40mph).	CL

	<p>However, due to the size of the solar panel and the VAS this is not a feasible option. The Vice Chairman reported that the Traffic Management Committee were due to be meeting last Monday to discuss improving the signs to the mini roundabout but he had heard nothing further. He agreed to chase up Tanya on this issue and ask for clarification re the approval of a site for a VAS opposite Broomfields entrance. Parish Council agreed to schedule this for further discussion at the next meeting.</p> <p>b) Highways issues – installation of low-level fencing on verge on A4133 – feedback on feasibility study. The Vice Chairman reported that he had spoken to Tanya Crake to determine who owned the land and was awaiting a response.</p> <p>c) Defibrillator training – progress report. Following a discussion, it was agreed that this would be arranged for April when the clocks had changed and the nights were lighter. This would also give sufficient time to advertise the event.</p> <p>d) Village Hall rebuild project – update on current position. Parish Councillor Mr J. Harper reported that the Village Hall Trust had been successful in obtaining a £250 000 grant from the Kildare Trust. However, for this to be awarded the remaining £500,000 must be secured by summer 2024. A raffle is being organised and advertisement for the project will be placed outside the Village Hall. A Village Open Meeting will take place on 24 November 2023 which will be attended by the project team and the architect. Research is also taking place into the feasibility of using grant finders.</p> <p>e) Purchase of new litter bin for Millennium Green – progress report. The Clerk reported that this had been ordered and would be delivered with fixings for a concrete pad. Parish Councillor Mrs J. Hill reported that she had been donated a second bin to place inside the Cherry Orchard pedestrian gate. Parish Councillor Mrs J. Hill agreed to arrange for installation with Jim Moule once the new bin is delivered with one being funded by Parish Council and the second being funded by the Millennium Green. MHDC have agreed to empty both bins.</p>	<p>SW</p> <p>SW</p> <p>JH</p>
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<p>7.</p>	<p><u>Discussion re precept loan for the Village Hall project.</u></p> <p>Parish Council discussed the possibility of applying for a precept loan which would be repaid over a 50-year term out. The Vice Chairman reported that the resolution to borrow can only be taken at full Council Meeting with all members present. Standard documentation is also required including a full report, budget, cash flow forecast and a business case. A consultation must also be undertaken of all council tax payers. This can be a written or online consultation or a combination of both. The Vice Chairman said that Worcestershire CALC had been very supportive on explaining the process and he would circulate the documents associated with this. The consultation and application can only take place once planning is approved. Parish Council agreed that this would not take place prior to the precept application for 2024/25 as this will be submitted in December 2023. However, it was agreed that the consultation process would be fully researched so it could be implemented as soon as planning for the new village hall is approved.</p>	<p>ALL</p>
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<p>8.</p>	<p><u>Finance.</u></p> <p>a) To note the current bank balances. It was reported that the current account bank balance currently stood at £3,314.62 and the deposit account at £13,105.55. The Clerk reported that the second half of the precept had been approved</p> <p>b) To consider payments retrospectively. The following payments were approved by two members of Parish Council and made by bank transfer. These were agreed retrospectively by Parish Council.</p> <table border="1" data-bbox="252 1921 1481 2011"> <tr> <td>27 September 2023</td> <td>Bank transfer</td> <td></td> <td>Malvern Hills District Council election fees</td> <td>50.00</td> </tr> <tr> <td>06 October 2023</td> <td>Bank charges</td> <td></td> <td>Bank charges</td> <td>8.00</td> </tr> <tr> <td>08 October 2023</td> <td>Bank transfer</td> <td></td> <td>Mrs C Lightfoot (Clerks salary)</td> <td>400.00</td> </tr> </table> <p>c) To review the payments against the budget. Parish Council reviewed the payments against the budget and no issues were raised.</p> <p>d) To note the current status of the audit. The Clerk reported that she had chased the auditors as she had not heard from them by the</p>	27 September 2023	Bank transfer		Malvern Hills District Council election fees	50.00	06 October 2023	Bank charges		Bank charges	8.00	08 October 2023	Bank transfer		Mrs C Lightfoot (Clerks salary)	400.00	
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deadline of 30 September 2023 and they had confirmed that they had received the Certificate of Exemption in June and all was order.

9. Planning.

a) Applications Pending.

To review the recommendations of Parish Council on current applications.

Application No.	Location	Details	Decision status
<u>M/23/00341/FUL</u>	Red Lion Witley Road Holt Heath Worcester WR6 6LX	Erection of 2 dwellings	Pending Decision due to submission of amended plans (Recommend Approval)
<u>M23/01293/RM</u>	Cherry Tree Cottage Holt Heath WR6 6NB	Reserved Matters following outline approval ref. M/22/01604/OUT for one dwelling for appearance. Landscaping. Layout and scale	Pending Decision (Recommend Refusal)
<u>M/23/01169/HP</u>	Cherry Tree Barn 1 Naunton Farm Barns Holt Heath WR6 6NG	Erection of garden wall, part conversion of existing garage to habitable accommodation, relocation of front door and erection of porch and detached garage.	Pending Decision (Recommend Approval)
<u>M/23/00977/HP</u>	The Farmhouse Top Barn Farm Worcester Road WR6 6NH	Renovation of exiting 2 storey farmhouse including demolition and replacement of existing aide and rear extensions and demolition of existing outbuildings to be replaced with 2 storey annexe.	Pending Decision (Recommend Approval)
<u>M/23/01131/FUL</u>	Thatch Lodge Hott Heath	Erection of two detached dwellings following the demolition of existing dwelling	Pending Decision (Recommend Approval)

Following a discussion by Parish Council it was agreed to recommend approval of application M/23/01131/FUL with comments that the views of Highways should be taken into account with regard to retaining access to the bridlepath during the works.

With regard to application M/23/01293/RM Cherry Tree Cottage Parish Council agreed to recommend refusal of the application based on the views of neighbouring properties that the proposed 2-storey property would overlook their gardens and impact on their light. Parish Council agreed that a bungalow would be a more fitting development at this location.

The Clerk was asked to submit these responses to MHDC on behalf of Parish Council

b) Approvals/Refusals.

<u>M/23/00654/HP</u>	4 Worcester Road Holt Heath	Partial two storey extension to the rear;	Approved
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	Worcester WR6 6NH	removal of existing detached garage; new detached garage.	
	<p>c) Other Planning Issues. M/22/01773/FUL Ball Mill Bungalow, Main Road, Hallow, WR2 6LS Proposal: New build dwelling to replace existing Ball Mill Bungalow. Appeal to Planning Inspectorate 01/08/2023 (APP/J1860/W/23/3320554)</p> <p>There was nothing further to report on this appeal.</p>		
10.	<u>Correspondence for information.</u>		
	The Clerk reported that there were no matters to note.		
11.	<u>Clerk's report on urgent decisions since the last meeting.</u>		
	The Clerk reported that there were no matters to note.		
12.	<u>Councillor's reports and items for future agendas.</u>		
	<p>a) Resignation of PSCO Deb Abbots. This was discussed by Parish Council. Following the resignation of PCSO Deb Abbots who had attended the September meeting of Parish Council the Clerk was asked to contact Tenbury police station to follow up who would be taking over her role and whether speed radar checks would still be carried out in the Parish.</p>		CL
	<p>b) Remembrance Wreath. The Clerk reported that the Chairman had contacted her with regards to attendance by a member of Parish Council at the Remembrance Service on Sunday 12 November 2023 at Hallow Church and the laying of a wreath. It was agreed that the Chairman would be the best person to represent Parish Council at this service and the Clerk should source a wreath for this event.</p>		CL
	<p>c) Hedging. Parish Councillor Mrs J. Hill reported that complaints had been received from residents of Woodbury Park in relation to the hedge on School Lane overhanging their properties. The Clerk agreed to instruct Top Cut to cut back this hedge as they had taken out this work in previous years. The hedge overhanging the A4133 from the properties on Woodbury Park was also discussed by Parish Council. It was agreed to write to the residents of the properties who own the hedge requesting that it is cut back.</p>		CL
	<p>d) Millennium Green Christmas event. The Clerk reported that the attendance of Father Christmas and the Salvation Army for the Christmas on the Green event on Sunday 10 December 2023 had been confirmed. Parish Councillor Mrs J. Hill reported that all other aspects of the event were in hand through the Millennium Green committee. The Clerk agreed to do some posters to advertise the event in the Village. Parish Councillor Mrs M. Taylor agreed to handle the digital advertising.</p>		CL MT
13.	<u>Date of Next Meeting.</u>		
	The next meeting of the Parish Council will be held on Thursday 16 November 2023. The Clerk reminded everyone that the 5-year budget forecast and the Precept would be set at this meeting.		