

**HOLT PARISH COUNCIL
MINUTES OF THE MEETING HELD IN HOLT VILLAGE HALL
AT 7.30 p.m. ON THURSDAY 22 SEPTEMBER 2022 IN HOLT VILLAGE HALL.**

Present :- D. Pugh (Chairman), J. Hill, J. Harper, M. Taylor, S. Williams, C. Lightfoot (Clerk).

In Attendance:- District Councillor Mrs P. Cumming,

Absent:- C. Adams, C. John, County Councillor Mr S. Richardson-Brown.

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 Mrs C. Adams and Mrs C. John. Parish Council approved the reasons for absence.</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 18 August 2022 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 Mr S. Williams and unanimously agreed Parish Council. The Chairman signed the Minutes.</p>	
5.	<p><u>County and District Councillor reports for information.</u></p> <p>a) County Councillor report. The Clerk reported that in the absence of County Councillor Mr S. Richardson-Brown there were no matters of note.</p> <p>b) District Councillor report. District Councillor Mrs P. Cumming gave a summary of the District Council activities. There were the following matters of note.</p> <ul style="list-style-type: none"> - <u>Ward boundary review.</u> The outcome of the Ward boundary review has resulted in Holt parish being placed in Hallow ward with Hallow and Grimley parishes. District Councillor Mrs P. Cumming will continue as District Councillor for Holt until the elections in May 2023. - <u>South Worcestershire Development Plan.</u> The reviewed SWDP is due to be published on 23 September 2022. There were problems calculating the 5 year land supply which led to the delays in the publication. - <u>Residents Survey.</u> A residents survey is available on mhdc.gov.uk/consultations. Parish Councillor Mrs M. Williams was asked to investigate the possibility of putting a link on the Parish website. 	MW
6.	<p><u>Progress reports for information.</u></p> <p>a) Parish Footpaths Officer – update on new appointment and issues raised. Parish Councillor Mrs J. Hill explained that the person currently surveying the footpaths in the Parish and carrying out light maintenance work was a Severn Way volunteer.</p>	ALL

However, he was not interested in taking on the role of Parish Footpaths Officer permanently. It was therefore agreed by Parish Council that they should continue to proactively seek the appointment of a new Parish Footpaths Officer. The Clerk explained that the P3 grant was available to pay contractors for footpath maintenance and strimming. Parish Councillor Mrs J. Hill agreed to forward photos/videos of any work which required carrying out.

JHill

The Clerk was asked to contact County Councillor Mr S. Richardson-Brown to ask whether he had a map available of property boundaries in the village.

CL

b) VAS data collection – update.

Parish Councillor Mr S. Williams reported that it was his intention to download the data from the VAS on a fortnightly basis on the next rotation around the 4 sites in the village. He would then determine how useful the information would be to Parish Council. The Clerk reported that she had obtained a new key for the padlock. It was agreed not to approve the cost of the technology to enable the data to be downloaded by Bluetooth until it had been determined how useful the information would be.

c) Update of bank mandate.

The Clerk reported that the paperwork had been submitted to HSBC but to date the mandate had not been updated. The Clerk agreed that she would chase this up when next in Worcester.

CL

d) Reseeding of Red Lion junction – update.

The Clerk reported that this would be done during the autumn by Top Cut when the ground had had sufficient rain.

e) Litter bin at Cottage stores – update.

It was reported that this had now been installed and the site was looking much tidier. Parish Councillor Mrs J. Hill confirmed it had been included on the MHDC schedule for collection.

f) Ward boundary review – result of consultation.

This was discussed under Agenda item 5 District Councillor reports.

g) Parish website – progress report.

Parish Councillor Mrs M. Williams reported that she had a meeting booked with Upper Bridge the current website designers the following week. Following this meeting Parish Council would be able to make an informed decision in relation to the future of the website. This was scheduled to be discussed at the next Parish Council Meeting.

MW

7. Finance.

a) To note the current bank balances.

It was reported that the current account bank balance currently stood at £12,443.07 and the deposit account at £8,400.00. The Clerk reported that funds of £ 3,424.37 had been received from the VAT reclaim.

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.

03/08/2022	Direct transfer	Mrs C Lightfoot (Clerks salary)	400.00
05 August 2022	Bank charges	Monthly account fee	8.00
24 August 2022	Direct transfer	Top Cut Mowing Ltd	168.00
05 September 2022	Bank charges	Monthly account fee	8.00
18 September 2022	Direct transfer	Worcester CALC (Councillor training)	36.00
18 September 2022	Direct transfer	Glasdon UK Limited (new litter bin)	411.70
19 September 2022	Direct transfer	Mrs C Lightfoot (Clerks salary)	400.00

A further payment of £256.00 to Jim Moule for labour and materials to install the new litter bin was approved by Parish Council and signed by 2 Councillors. The Clerk agreed to make the payment by direct transfer.

CL

c) To review the current spend against budget.

A record of Parish Council income and expenditure together with the bank reconciliation had been circulated to all members of Parish Council prior to the Meeting. This was reviewed by Parish Council.

8. Planning.

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

<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/22/00813/FUL</u>	Red Lion Witley Road Holt Heath WR6 6LX	Formation of six new family dwellings and demolition of existing property.	Pending Decision (Recommend Refusal)

b) Approvals/Refusals.

<u>M/22/00907/FUL</u>	Land At (OS 8282 6267) Holt Heath	Change of use of land for the siting of 3 holiday cabins.	Refused
<u>M/22/00951/FUL</u>	Top Barn Business Centre Worcester Road Holt Heath	Extension to Unit 32 to mirror existing unit. Demolition of existing units to rear of Unit 32 to be replaced by single unit.	Approved

It was noted that Planning Application M/22/00907/FUL had been refused due to the excessive size of the proposed holiday lodges and positioning on the land.

c) Any other planning issues.

Planning Appeal APP/J1860/W/22/3300751

Bentley Farm, Holt Heath

Proposal: Notification for prior approval for the proposed change of use of an agricultural building to a dwelling house.

Parish Council noted the above appeal. The Clerk clarified that she had submitted comments stating that Parish Council continued to recommend approval of the application.

9. Correspondence for information.

The Clerk reported that all correspondence had been circulated to Councillors prior to the Meeting.

10. Clerk's report on urgent decisions since the last meeting.

The Clerk reported that there were no matters to note.

13. Councillor's reports and items for future agendas.

a) Security cameras.

The possibility of putting a security camera on the defibrillator phone box was discussed. It was agreed this would be considered further at the next meeting.

b) Street cleaning.

The Clerk was asked to contact County Highways in relation to clearing the weeds and loose gravel around the village. Parish Councillor Mr S. Williams reported on a complaint he had made to County Highways in relation to a patch of weeds that had become a trip hazard at the A4133 crossing.

ALL

CL

	<p>c) Millennium Green. Parish Councillor Mrs J. Hill reported on the Millennium Green AGM. A new treasurer has been appointed and they are currently looking for a new Chair for the committee. It has been decided that the Christmas on the Green event will be repeated following the success of last year and the Clerk was asked to contact Droitwich Lions and the Salvation Army band. The proposed date is Sunday 18 December 2022 with a reserve date of Sunday 11 December 2022.</p> <p>d) New printer. The Clerk asked for permission to purchase a new printer as the old one had broken. This was approved by Parish Council.</p>	CL
14.	<p><u>Date of Next Meeting.</u></p> <p>The next meeting of the Parish Council will be held on Thursday 20 October 2022.</p>	