

**HOLT PARISH COUNCIL
MINUTES OF THE MEETING HELD IN HOLT VILLAGE HALL
AT 7.30 p.m. ON THURSDAY 19 SEPTEMBER 2019**

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

Absent:- J. Bowker, C. John, District Councillor Mrs. P Cumming.

In Attendance:- County Councillor Mr P. Grove.

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 and Mrs C. John. Parish Council approved the reasons for absence. The Clerk further reported that she had received apologies from District Councillor Mrs P. Cumming..</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> <ul style="list-style-type: none"> a) Mineral extraction. County Councillor Mr P. Grove reported that it is unlikely that there will be any more mineral extraction in this area due to previous activity at Ball Mill and Tarmac. b) Hallow zebra crossing. County Councillor Mr P. Grove reported on a proposal to site a zebra crossing in Hallow outside the school. This project is still under consultation. <p>District Councillor Mrs P. Cumming had reported no matters of note.</p>	
5.	<p><u>TO APPROVE THE MINUTES OF THE ANNUAL AND OPEN MEETINGS OF HOLT PARISH COUNCIL HELD ON 15 AUGUST 2019.</u> The minutes of the Meeting of Holt Parish Council held on Thursday 15 August 2019 were approved by Parish Council and signed by the Chairman as a true record.</p>	
6.	<p><u>CO-OPTION OF NEW PARISH COUNCILLOR.</u> The Clerk reported that there had been one applicant for the place, Mr Dennis Pugh. Parish Council reviewed his application and agreed to co-opt him to the vacant position of Parish Councillor at the October meeting, following Mr Pugh's return from holiday.</p>	

6.	<p>PROGRESS REPORTS</p> <p>a) Village Hall Refurbishment – progress report. The Chairman explained the proposed plans for refurbishment of the village hall including the sourcing of grant funding. It was agreed that Parish Council should investigate the possibility of holding an emergency meeting to consult with parishioners on the issue.</p> <p>b) VAS – progress report. Parish Councillor Mr P. Mobbs reported that the VAS had been received and he was currently speaking to Hannah Davies of County Highways to put up some more posts in the village to install the sign on. The Clerk agreed to deliver letters to the residents of Woodbury Park asking them to trim back their hedging. It was agreed that the sign would be moved every 7-10 days and the data on vehicle speeds collected.</p>	<p>ALL</p> <p>PM CL</p>																				
8	<p>Planning</p> <p>a) Applications Pending. There were no applications to discuss.</p> <p>b) Approvals/Refusals. <i>19/01118/AGR Woodside Farm, Top Barn, WR6 6TH. Prior notification of extension to existing building for storage of chemicals etc. (Approved).</i> <i>19/00812/HP Irena, Ockeridge Lane, Holt Heath WR6 6LY. Single storey rear extension, extension to side and conversion of roofspace to form first floor living space.(Approved)</i></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> Pending <i>19/00492/FUL Ball Mill Bungalow, Main Road, Hallow, WR2 6LS. Construction of new storage shed on existing brownfield land. (Refused)</i> It was reported that the Enforcement Officer was still in the process of writing the Enforcement notice following several site visits.</p>																					
9	<p>Finance</p> <p>a. To note the current bank balances. The Clerk reported that the current account balance was £1,852.80 and the deposit account balance was £7,239.55.</p> <p>b. with the attached schedule. The following payments were approved by Parish Council.</p> <table border="1" data-bbox="309 1534 1369 1845"> <thead> <tr> <th>Date</th> <th>Payee</th> <th>Chq No.</th> <th>Amount</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>19/9/2019</td> <td>Mrs C Lightfoot</td> <td>1258</td> <td>£327.50</td> <td>Clerks salary September 2019</td> </tr> <tr> <td>19/9/2019</td> <td>PFK Littlejohn</td> <td>1259</td> <td>£ 240.00</td> <td>Audit fee</td> </tr> <tr> <td>19/9/2019</td> <td>Top Cut</td> <td>1260</td> <td>£160.00</td> <td>Grass cutting August 2019</td> </tr> </tbody> </table> <p>c. To review the current spend against budget. The Council noted the information.</p> <p>d. To note the current status of the audit. The Clerk reported that the audit had been completed with no recommendations. The audit had been advertised as final.</p>	Date	Payee	Chq No.	Amount	Details	19/9/2019	Mrs C Lightfoot	1258	£327.50	Clerks salary September 2019	19/9/2019	PFK Littlejohn	1259	£ 240.00	Audit fee	19/9/2019	Top Cut	1260	£160.00	Grass cutting August 2019	
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10	<p>Correspondence for Information.</p> <p>The following correspondence was noted:-</p> <p>a) Pollinator sites – response by 9 October 2019. Following a discussion it was agreed that the Clerk should respond suggesting the verge at Broomfields as a pollinator site.</p> <p>b) Snow contractors. The Clerk reported Highways were requesting landowners to assist in snow clearance over the winter season. Parish councillor Mr J. Harper asked the Clerk to forward the details to him.</p> <p>c) SWDP Briefing 6 November 2019. It was agreed that the Chairman and Parish Councillor Mr P. Mobbs would attend this meeting on behalf of Parish Council.</p> <p>d) Armistice Day arrangements 2019. It was agreed that the arrangements for Armistice Day would be discussed at the next meeting of Parish council.</p>	<p>CL</p> <p>CL</p>
11	<p>Clerk’s report on Urgent Decisions since the last Meeting</p> <p>a) Report from Grimley Parish Council Meeting on climate change. The Chairman and Parish Councillor Mrs G. Wotton reported on climate change meeting they had attended at Grimley Parish Council.</p>	
12	<p>Councillor’s reports and items for future agendas.</p> <p>a) Defibrillator. Parish Councillor Mr P. Mobbs reported that the defibrillator is registered with the British Heart Foundation national grid. Parish Councillor Mr P. Mobbs and Parish Councillor Mrs G. Wotton confirmed that they still doing weekly checks of the defibrillator.</p> <p>b) Christmas tree. The Chairman agreed to speak to Rob Harrison re tree cutting and with Fletcher Access about checking the Christmas lights.</p> <p>c) Litter bin. Parish Councillor Mr P. Mobbs reported that the litter bin in the bus lay-bye is now being emptied twice weekly.</p> <p>d) Highways issues It was agreed that the white gates would be cleaned during the summer months. Parish Councillor Mrs G. Wotton reported that the footpath to Ockeridge Lane needed siding out. The Clerk agreed to report this to County Highways.</p> <p>e) Footpaths. The Clerk reported that she would ring the Footpaths Officer, Mr Trevor Bourne, to clarify the work that needed to be done on the Parish footpaths and then contact the Lengthmsan to carry out the tasks.</p>	<p>PW</p> <p>CL</p> <p>CL</p>
13	<p>Date of Next Meeting</p> <p>The date of the next meeting was confirmed as Thursday 17 October 2019.</p>	