

**HOLT PARISH COUNCIL
MINUTES OF THE MEETING HELD IN HOLT VILLAGE HALL
AT 7.30 p.m. ON THURSDAY 17 JANUARY 2019**

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

Absent:- J. Harper, S. Jones

In Attendance:- District Councillor Mrs. P Cumming, County Councillor Mr P. Grove, Clare Johns (Parishioner), Jane Essery (Parishioner), Will Curral (Parishioner)

1	<p><u>Public Question Time.</u> The Chairman welcomed Parishioners Jane Essery and Will Curral to the Meeting. Ms Essery and Mr Curral explained that they lived at Holt Castle Drive and expressed their concerns at the number of vehicles using the bridleway as a cut through to avoid the traffic at the School Lane roundabout. Parish Council expressed their sympathy at this situation. County Councillor Mr P. Grove agreed to consult Hannah Davies of County Highways on this issue and see whether Highways could provide signs to discourage motorists from using it as a cut through.</p>	PG
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. 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>Co-option of new Parish Councillor.</u> The Chairman welcomed Mrs Clare Johns to the Meeting. The Clerk reported that she had circulated copies of the Code of Conduct and Standing Orders to Mrs Johns prior to the Meeting. Mrs Johns confirmed that she had read these and signed the Declaration of Office in the presence of the Clerk. The Clerk then explained she would provide MHDC with details of the co-option and then Mrs Johns would be required to fill in a Declaration of interests form to be held on file at the District Council. The Chairman welcomed Mrs Johns to the Parish Council. The Clerk explained to all Parish Council that elections would be held for Parish and District Councils in May this year. Further details would be provided at the next meeting of Parish Council. The Clerk was further asked to put together an updated list of contact details for all members of Parish Council.</p>	CL CL
5	<p><u>County and District Councillors reports for information.</u> County Councillor Mr P. Grove reported the following matters of note:- i. Worcester and Kidderminster Improvement programmes. Improvement programmes consisting of planting and updated street furniture are due to take place in Worcester and Kidderminster city centres. ii. Council tax 2019/20.</p>	

<p>8</p>	<p>Planning</p> <p>a) Applications Pending. 18/0113/FUL Ockeridge Rural Retreats, WR6 6YR, Siting of shepherds hut (<i>Recommend Refusal</i>). Parish Council recommended refusal of this application to remain consist with their decision on other applications of a similar type. 18/01857/Thatched Lodge, Holt Heath, WR6 6NL. Subdivision of existing property into 2 dwellings (<i>Recommend Approval</i>). 19/00004/FUL Thatched Lodge, Holt Heath, WR6 6NL. Conversion of stable block into dwelling (<i>Recommend Approval</i>). Parish Council discussed the 2 applications above and decided to recommend approval.</p> <p>b) Approvals/Refusals. There were no applications to discuss.</p> <p>c) Other Planning issues.</p>																																																								
<p>9</p>	<p>Finance</p> <p>a. To note the current bank balances. The Clerk reported that the current account balance was £12492.01 and the deposit account balance was £5664.54. This included the £10,000 lottery Awards for All grant funding. The Clerk was asked to investigate the possibility of merging the deposit and current accounts.</p> <p>b. To consider payments in accordance with the attached schedule. The following retrospective payments were approved by Parish Council.</p> <table border="1" data-bbox="309 949 1369 1783"> <thead> <tr> <th>Date</th> <th>Payee</th> <th>Chq No.</th> <th>Amount</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>15 Dec 2018</td> <td>Mrs C Lightfoot</td> <td>1215</td> <td>£327.50</td> <td>Clerks salary – Dec 2018</td> </tr> <tr> <td>15 Dec</td> <td>Mrs C Lightfoot</td> <td>1216</td> <td>£7.99</td> <td>Clerks expenses – Dec 2018</td> </tr> <tr> <td>15 Dec 2018</td> <td>Mr R Harrison</td> <td>1217</td> <td>£123.20</td> <td>Lengthsman</td> </tr> <tr> <td>15 Dec 2018</td> <td>Mr R Harrison</td> <td>1218</td> <td>£75.00</td> <td>Footpaths P3 Scheme</td> </tr> <tr> <td>9 Jan 2019</td> <td>Mrs C Lightfoot</td> <td>1219</td> <td>£327.50</td> <td>Clerks salary – Jan 2019</td> </tr> <tr> <td>9 Jan 2019</td> <td>Mr WP Winney</td> <td>1220</td> <td>£2061.65</td> <td>Remembrance event, mower, Christmas activities</td> </tr> <tr> <td>9 Jan 2019</td> <td>Holt Millennium Green</td> <td>1221</td> <td>£25.00</td> <td>Christmas lights donation</td> </tr> <tr> <td>9 Jan 2019</td> <td>Fletcher Access</td> <td>1222</td> <td>£432.00</td> <td>Gate and bus shelter cleaning</td> </tr> <tr> <td>9 Jan 2019</td> <td>Nicky Dupays Associates</td> <td>1223</td> <td>£1800.00</td> <td>Contribution to grant funding – Millennium Green</td> </tr> <tr> <td>9 Jan 2019</td> <td>TAE Brookes</td> <td>1224</td> <td>£847.40</td> <td>Wildflower area</td> </tr> </tbody> </table> <p>c. To review the current spend against budget. The Council noted the information.</p>	Date	Payee	Chq No.	Amount	Details	15 Dec 2018	Mrs C Lightfoot	1215	£327.50	Clerks salary – Dec 2018	15 Dec	Mrs C Lightfoot	1216	£7.99	Clerks expenses – Dec 2018	15 Dec 2018	Mr R Harrison	1217	£123.20	Lengthsman	15 Dec 2018	Mr R Harrison	1218	£75.00	Footpaths P3 Scheme	9 Jan 2019	Mrs C Lightfoot	1219	£327.50	Clerks salary – Jan 2019	9 Jan 2019	Mr WP Winney	1220	£2061.65	Remembrance event, mower, Christmas activities	9 Jan 2019	Holt Millennium Green	1221	£25.00	Christmas lights donation	9 Jan 2019	Fletcher Access	1222	£432.00	Gate and bus shelter cleaning	9 Jan 2019	Nicky Dupays Associates	1223	£1800.00	Contribution to grant funding – Millennium Green	9 Jan 2019	TAE Brookes	1224	£847.40	Wildflower area	<p>CL</p>
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<p>10</p>	<p>Correspondence for Information.</p> <p>All correspondence of note had been circulated prior to the Meeting.</p>																																																								

11	<p>Clerk's report on Urgent Decisions since the last Meeting</p> <p>a) Village Hall Committee – update on current position. The Chairman reported on a meeting he had with the current Village Hall committee. The current committee have agreed to stay in position for 6 months whilst a succession plan is formulated. The Chairman is currently in consultation with Nicky Dupays regarding the possibility of sourcing grant funding for the Village Hall.</p> <p>b) Proposed changes to Village Post Office – update on current position. The proposal to close the Post Office at Cottage Stores and relocate it to Holt Fleet Convenience Store was discussed by Parish Council. Parish Council were exceedingly concerned about this proposal as it was considered that it would detrimental to the village for the Post Office to relocate. Concerns were expressed about the lack of accessibility on foot or by vehicle to the new location and the impact of it would have on the village shop. It was agreed that the Clerk would write to Harriett Baldwin MP to inform her of the situation and the concerns of the Parish Council. Parish Council also agreed to highlight the situation to local businesses who use the post office on a regular basis. The Clerk was also asked to keep District Councillor Mrs P. Cumming and County Councillor Mr P. Grove fully appraised of the situation.</p> <p>c) Dangerous parking on The Heath – update on current position. The Chairman raised the issue of parking on The Heath development. The current situation resulted in problems for the emergency services recently in gaining access to one of the properties. The Clerk was asked to write to Fortis Housing to raise awareness of the issue.</p>	<p>PW</p> <p>CL</p> <p>CL</p>
12	<p>Councillor's reports and items for future agendas.</p> <p>a) Holt website. The Clerk was asked to contact the Holt website administrator to arrange training for Parish Councillor Mr P. Mobbs.</p> <p>b) Holt Castle housing. The Clerk was asked to approach County Highways to ask about the possibility of a concealed entrance sign to highlight the location of Holt Castle housing to motorists.</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 21st February 2019.</p>	