

**HOLT PARISH COUNCIL
MINUTES OF THE MEETING HELD IN HOLT VILLAGE HALL
AT 7.30 p.m. ON THURSDAY 24 SEPTEMBER 2020 AND THURSDAY 1 OCTOBER 2020
BY ZOOM**

**Present :- P. Winney (Chairman), P. Mobbs (Vice Chairman), D. Pugh, C. John, C. Lightfoot
(Clerk).**

In Attendance :- District Councillor Mrs. P Cumming.

Absent:- J. Bowker, G. Wotton, 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 Councillor Mr J. Bowker.</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. Parish Councillor Mrs C. John registered an interest in planning application 19/01807/HP Rowley 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.</p>	
4.	<p><u>Minutes.</u> The minutes of the Meeting of Holt Parish Council held on Thursday 21 May 2020 were approved by Parish Council and signed by the Chairman as a true record.</p>	
5.	<p><u>Code of Conduct.</u> All members of Parish Council present agreed they had read the revised Code of Conduct that the Clerk had circulated prior to the Meeting. It was agreed that the new Code of Conduct would be adopted by Parish Council from 1 October 2020.</p>	
6.	<p><u>Progress reports.</u> a) Village Hall refurbishment – progress report. The Chairman reported that the Village Hall had received £10 000 rate relief grant funding from Malvern Hills to cover lost revenue during lockdown. There has been no further progress on applying for grant funding from other sources. The Chairman and Parish Councillor Mr Dennis Pugh agreed to arrange a meeting with members of the Village Hall Committee to discuss the current position and the next steps. b) VAS – progress report. Parish Councillor Mr P. Mobbs had circulated an update report on the VAS prior to the meeting. Hannah Davies from County Highways should be arranging the installation of the final post opposite the Village Hall on the A4133 in the near future. The Clerk was asked to contact Hannah to establish a time scale for this work to be carried out. Parish Councillor Mr P. Mobbs has provided data on traffic speeds to County Highways and is awaiting their recommendations on how to address vehicles travelling at excess speeds through village.</p>	<p>PW DP</p> <p>CL</p>

The Chairman asked whether it was possible to publish some of the data on vehicle speeds on the village website. Parish Councillor Mr P. Mobbs said he would investigate the feasibility of this.

PM

Parish Councillor Mr P. Mobbs reported that he was in consultation with the Lengthsman to arrange a schedule for moving the VAS to new locations and charging the batteries.

c) Defibrillator replacement – progress report.

PM

Parish Councillor Mr P. Mobbs had circulated the costings for the replacement of the defibrillator in the phone box, which is nearing the end of its lifespan, plus new pads prior to the meeting. This was agreed by Parish Council and Parish Councillor Mr P. Mobbs was asked to order the new unit and arrange for the invoice to be sent to the Clerk.

The purchase of a second defibrillator to be placed on the outside of the village hall was further discussed and this was approved by Parish Council pending discussion with the Village Hall Committee. Parish Councillor Mr P. Mobbs was asked to provide costings for this and a weatherproof cabinet. It was highlighted that it would be good to arrange further training in the parish once the COVID restrictions are lifted.

PM

d) A4133 road closure for highways works – discussion.

Parish Council expressed their dissatisfaction with the communication from Highways regarding the impending closure of the A4133 for essential works. The Clerk and District Councillor Mrs Pam Cumming reported they still had received no official notification of these works.

e) Hedging and bench installation at Red Lion junction – discussion.

PW

The Chairman presented costings for a potential project to place beech hedging and a bench behind the Christmas tree at Red Lion junction. Parish Council approved the project for the supply and planting of the beech hedging and the Chairman was asked to arrange for this work to be carried out.

JH

The Chairman further asked if Parish Councillor Mr John Harper could trim and tidy up the Christmas tree.

PM

f) SWDP consultation meeting 7 October 2020 via Zoom – confirmation of attendees. It was confirmed that Parish Councillor Mr Peter Mobbs would attend this meeting on behalf of Parish Council. District Councillor Mrs Pam Cumming reported that MHDC have been asked to increase their capacity for new houses by 150%.

7. Finance.

a) To note the current bank balances.

It was reported that the current account bank balance currently stood at £10 912.31 and the deposit account at £8 400.24. This was before the second half of the precept had been received (£ 5 702.00). The Clerk said that the money in the deposit account was the grant funding received from the lottery for works to be done on the Village Hall.

b) To consider payments retrospectively.

The following payments were approved by two members of Parish Council and made by bank transfer. These payments were approved retrospectively by Parish Council.

20.6.2020	Bank transfer	Top Cut Mowing services limited (May 2020)	160.0
1.7.2020	Bank transfer	Mrs C Lightfoot (Clerk's salary)	327.5
1.7.2020	Bank transfer	Fletcher Access Ltd (gate and sign cleaning)	432.0
2.7.2020	Bank transfer	Mrs C Lightfoot (Clerk's salary)	327.5
13.7.2020	Bank transfer	Top Cut Mowing services limited (June 2020)	160.0
2.8.2020	Bank transfer	Mr P Mobbs (VAS brackets)	129.0
8.8.2020	Bank transfer	Top Cut Mowing services limited (July 2020)	160.0
8.8.2020	Bank transfer	Mrs C Lightfoot (Clerk's salary)	327.5
8.8.2020	Bank transfer	Mrs C Lightfoot (Clerk's expenses)	7.8
12.9.2020	Bank transfer	Top Cut Mowing services limited (August 2020)	160.0
13.9.2020	Bank transfer	Mrs C Lightfoot (Clerk's salary)	327.5
20.9.2020	Bank transfer	Mr WP Winney (Gift for internal auditor)	40.9

c) Status of the audit.

The Clerk reported that the audit had been completed with no issues. As the Council had been certified as exempt this year there were no charges to pay to the external auditor. A gift had been purchased to thank the internal auditor for his work.

d) Bank mandate.
The Clerk reported she would obtain some new bank mandate forms next time she was in town in order to add Parish Councillors Mr Dennis Pugh and Mrs Claire John to the mandate.

e) Clerk's salary.
The Chairman proposed a review of the Clerk's salary. This was reviewed and agreed by Parish Council.

CL

8. Planning.

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

20/01051/FUL	Holt Fleet Hotel Holt Heath Worcester WR6 6NL	Proposed new detached external 'Breeze House' structure located in secret garden area of existing grounds adjacent to River Severn	Pending decision
20/01040/HP	Irena Ockeridge Lane Holt Heath Worcester WR6 6LY	Single storey extension to rear, extension to side and conversion of roofspace to form first floor living space with dormers (amendment to permission ref 19/00812/HP)	Pending decision
19/01807/HP	Rowley Farm Ockeridge Lane Holt Heath Worcester WR6 6LY	Single storey side and rear extensions to farmhouse.	Pending decision

b) **Approvals/Refusals.**

19/01112/NMA	Irena Ockeridge Lane Holt Heath Worcester WR6 6LY	Non-material amendment following grant of planning permission 17/00564/HP. Revisions proposed to construct garage walls in blockwork and clad in timber plus addition of two garage doors to approved open bays.	Refused
------------------------------	--	--	---------

c) **Other planning issues.**

Mrs Pam Cumming reported on the enforcement issues at Ball Mill. She has spoken to Aaron Black, Enforcement Officer MHDC. There has been no further progress since March 2020 due to COVID. Parish Council expressed their concerns that activities were still occurring at this site which were contrary to planning permission and no action had been taken. The Clerk was asked to write to MHDC Planning Enforcement asking for action to be taken.

CL

9. Any other business.

a) District Council Matters.
District Councillor Mrs P. Cummings circulated her report on District Council activities prior to the meeting. District Councillor Mrs P. Cummings reported that she had some grant funding available if Parish Council had any projects they would like to propose.

b) Wild flower area.
Parish Councillor Mrs C. John asked what action would be taken regarding the wildflower area. It was agreed that she would research what the next steps would

CJ

	<p>be to rejuvenate the site with a contact in Upper Sapey.</p> <p>c) <u>Red Lion.</u> It was reported that the tenants at the Red Lion have handed in their notice.</p> <p>d) <u>Bulb planting.</u> Parish Council were asked to review whether they felt any additional bulb planting was necessary and appropriate locations in the village.</p>	<p>AL L</p>
<p>10</p>	<p><u>Date of Next Meeting.</u></p> <p>.</p> <p>It was agreed that the next meeting of Parish Council would be held by Zoom on Thursday 22 October 2020. The Clerk agreed to schedule the meeting and send out the details to all members of Parish Council.</p>	