

**HOLT PARISH COUNCIL  
MINUTES OF THE MEETING HELD IN HOLT VILLAGE HALL  
AT 7.30 p.m. ON THURSDAY 15 APRIL 2021 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, J. Harper, District Councillor Mrs P Cumming,  
County Councillor Mr P. Grove.**

1	<p><b><u>Public Question Time.</u></b> There were no members of the public present and therefore no questions.</p>	
2	<p><b><u>To consider apologies and approve reasons for absence.</u></b>  The Clerk reported that apologies had been received from County Councillor Mr P. Grove, Parish Councillor Mr J. Bowker and Parish Councillor Mr J. Harper. Apologies were received after the Meeting from District Councillor Mrs P. Cumming who had had computer issues.</p>	
3.	<p><b><u>Declarations of Interest.</u></b>  <b>a) Register of Interests.</b> There were no changes to the Register of Interests.  <b>b) Registration of Personal Interests.</b> There was no registration of Personal interests.  <b>c) Registration of Prejudicial Interests.</b> There was no registration of Prejudicial interests.  <b>d) Written requests for the Council to grant a dispensation.</b> There had been no written requests for dispensation.</p>	
4.	<p><b><u>Minutes.</u></b>  The minutes of the Meeting of Holt Parish Council held on Thursday 18 March 2021 were approved by Parish Council and signed by the Chairman as a true record.</p>	
5.	<p><b><u>County and District Councillor reports for information.</u></b>  In the absence of County Councillor Mr P. Grove and District Councillor Mrs P. Cumming there were no matters to report.</p>	
6.	<p><b><u>Progress reports.</u></b>   a) Wildflower area – update. The Chairman reported that the area has now been sprayed and will be seeded once the frosts are over.  b) Proposal for Holt Neighbourhood Plan - discussion. Due to the absence of District Councillor Mrs P. Cumming this item was carried over to the next agenda.  c) Parish Council vacancy – update. The Clerk reported that she had contacted MHDC to notify them of the vacancy and the appropriate notices had been placed around the village and the on the website.  d) Highways issues - update. The Clerk reported that she had received notification from the Red Lion that they were due to carry out drainage works. The Chairman asked whether the Clerk could make them aware of the planting at the junction.</p>	<b>CL</b>

The Chairman reported he was in the process of collating a report and photographs of drainage issues around the village in order for the Clerk to pass the information onto Hannah Davies of County Highways.

e) Fortis Housing – update.

The Clerk reported that she had written to the occupants of number 1 The Heath and asked them to address the debris at the front of their property and the overgrown hedge to the side of the property. It was reported that the occupants had cooperated by tidying the front of their property and trimming the hedge.

The Clerk reported that she had further be contacted by a resident of The Heath regarding the burning of materials in a garden shed at number 23 The Heath which was causing excessive smoke and fumes. The Clerk reported that she had contacted Worcester Regulatory Services on this issue. It was agreed by Parish Council that the Clerk should write to the residents of the property to highlight the issue and request that the activities be reduced.

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**7. Finance.**

a) To note the current bank balances.

It was reported that the current account bank balance currently stood at £8569.75 and the deposit account at £8,400.47.

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.

9.4.2021	1290	St Richards Hospice (In memory of Anne Stark)	100.00
11.4.2021	Bank transfer	Top Cut Ltd	160.00
11.4.2021	Bank transfer	Mrs Caroline Lightfoot (Clerks salary)	353.33
11.4.2021	Bank transfer	Mrs Caroline Lightfoot (Clerks expenses)	5.10
11.4.2021	Bank transfer	RT Harrison (Lengthsman)	363.00
16.4.2021	Bank transfer	Worcestershire CALC annual subs	451.58
16.4.2021	Bank transfer	Glasdon UK Limited (litter bins) (2 payments)	1117.44

c) Approval of Annual Accounts and signing of the Annual Return.

The Chairman presented the Annual Accounts which had been circulated amongst members of Parish Council prior to the meeting. The Chairman read the Annual Governance statement and this was approved by Parish Council. The Chairman presented the Accounting statements and explained the variances. This was approved by Parish Council and signed by the Chairman and the Clerk in her capacity as Responsible Financial Officer.

**8. Planning.**

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

<u>20/015616/CLE</u>	Ball Mill Bungalow	An operational base for forestry and other arboricultural activities including processing of wood for firewood, biomass, woodshavings and other wood products, marketing and delivery of material thereby produced	Pending decision (Recommend Refusal)
<u>0/01242/FUL</u>	Caravan at Bentley Farm	Retrospective planning application for a permanent agricultural worker's dwelling	Pending decision (Recommend approval)

	<u>20/01421/CU</u>	Land at (OS 8333 6179) Worcester Road, Holt Heath	Change of use to campsite providing outdoor education facilities. Retention of existing structures, addition of composting toilets, outdoor classroom, kitchen area and tepee (Retrospective)	Pending decision (Recommend approval)		
	<u>21/00483/HP</u>	Little Rowe Ockeridge Lane, WR6 6LY	2 storey side extension with rooms in roof space.	Following a discussion the Clerk was asked to recommend approval of the application.		
	<p>b) <b>Approvals/Refusals.</b> There were no matters to note.</p> <p>c) <b>Any other planning issues.</b> There were no matters to note.</p>					
<b>9.</b>	<b><u>Correspondence for information.</u></b>					
	All relevant correspondence had been circulated to members of Parish Council prior to the Meeting.					
<b>10.</b>	<b><u>Clerk's report on urgent decisions since the last meeting.</u></b>					
	<p>a) Lengthsman Scheme. The Clerk reported that the Lengthsman Scheme had been renewed by WCC with a budget of £2070.33. Rob Harrison had renewed his contract as the Parish Lengthsman for the next 12 months. The invoice process is now by electronic submission and all jobs are coded so WCC can track the work carried out by Lengthsman across the County.</p> <p>b) Defibrillator. Parish Councillor Mr P. Mobbs reported on the sad theft of the Village Hall defibrillator. The Clerk reported that they had now received a crime number and she had spoken to the insurers to register the claim. The next step would be to provide the Clerk with estimates for replacing the defibrillator and casing.</p> <p>c) Litter bins. The Chairman reported that 2 new litter bins have been ordered for installation on the entrance to The Heath and the Woodbury Park cut through. These bins have been registered with MHDC to ensure they are included in the collection schedule.</p>					
<b>11.</b>	<b><u>Councillor's reports and items for future agendas.</u></b>					
	There were no items to note.					
<b>10.</b>	<b><u>Date of Next Meeting.</u></b>					
	<p>The Clerk that the next Meeting to be held would be the Annual and Open Meeting which would be held via Zoom on Thursday 6 May 2021.</p> <p>After 7 May 2021 Parish Council Meetings will once again be held in person and the Clerk agreed to book the Village Hall for the remaining meetings in 2021.</p>					<b>CL</b>