

**HOLT PARISH COUNCIL
MINUTES OF THE MEETING HELD
IN HOLT VILLAGE HALL AT 7.30 p.m.
ON THURSDAY 19 FEBRUARY 2015.**

Present :-

**T.A.E Brookes (Chairman)
P. Winney (Vice Chairman)
A. Blissett
J. Bowker
M. Troman
G. Wotton
C. Lightfoot (Clerk)**

Absent:-

**County Councillor Mr Philip Grove
District Councillor Mrs Susan Gill
J. Harper**

1.	PUBLIC QUESTION TIME There were no members of the public present and therefore no questions.	
2.	TO CONSIDER APOLOGIES AND APPROVE REASONS FOR ABSENCE. The Chairman reported that apologies had been received from County Councillor Mr P. Grove and District Councillor Mrs S. Gill. Parish Council approved the reasons for absence.	
3.	DECLARATIONS OF INTEREST a) Register of Interests. There were no changes to the Register of Interests. b) Register of Personal Interests. Parish Councillors Mr P. Winney, Mr A. Blissett and Mr M. Troman declared an interest in planning application 14/01596/OUT Land Adjacent to the Millennium Green, Holt. c) Register 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.	
4.	COUNTY AND DISTRICT COUNCILLOR REPORTS. The Chairman reported that County Councillor Mr P. Grove and	

	District Councillor Mrs S. Gill had reported no matters of note.	
6.	<p>TO APPROVE THE MINUTES OF THE MEETING OF HOLT PARISH COUNCIL HELD ON 15 JANUARY 2015.</p> <p>The minutes of the Meeting of Holt Parish Council held on 15 January 2015 were approved by Parish Council and signed by The Chairman as a true record.</p>	
7.	<p>PROGRESS REPORTS</p> <p>a) Superfast Broadband – progress report on village upgrade. The Chairman reported that there had been no further progress on updating box 1. He reminded Parish Council that a representative from Worcester County Council faster broadband scheme would be attending the March meeting of Parish Council.</p> <p>b) County Councillor Divisional Funding – Parish Noticeboard project. The Chairman presented Parish Council with some examples of designs of noticeboards suitable for locating outside the village hall. Parish Council discussed the cost of the project. It was thought that the total cost of the project including installation would be in the region of £2000.00. The Clerk reported that she had submitted an application to County Councillor Mr P. Grove for 50% of the total project cost. To date she had not had a response from County Councillor Mr P. Grove. The Clerk agreed to chase this up along with alternative sources of funding such as Awards of All Lottery Funding.</p> <p>c) Traffic calming – discussion on measures to address the issue of speeding vehicles in the Parish. Parish Council discussed the outcome of the last Parish Council Meeting which had been attended by representatives of County Highways, West Mercia Police and the Road Safety Partnership. The Chairman agreed to do further research on the traffic calming options available to Parish Council.</p> <p>d) Broken glass in telephone box – status report. The Clerk asked for clarification as to what action needed to be taken in relation to the broken glass in the telephone box. Parish Council agreed that The Clerk should contact Paul at Select Windows to conduct the repairs. A budget of £120.00 was agreed for this.</p>	<p>CL</p> <p>TAB</p>
8.	<p>PLANNING</p> <p>a) Applications Pending. 14/0156/OUT Land Adj. to The Millennium Green, Holt Heath (Recommend Refusal) The Clerk reported that there had been no further correspondence on this application.</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. It was confirmed that the Deposit Account stood at £5,462.97p and the Current Account stood at £3,345.63p. The Clerk confirmed that these balances were before the issuance of the cheques listed below.</p> <p>b) To consider payments made in accordance with the attached schedule. The following cheques were approved and signed and the counterfoils and invoices initialled by 2 councillors; £1000.00 (Cheque No. 986) Holt Millennium Green (Annual grant), £60.00 (Cheque No. 987) Mr P Goodman (Signpost replacement), £246.00 (Cheque No. 988) Mr C. Jones (Lengthsman January 2015), £308.33 (Cheque No. 989) Mrs C Lightfoot (Clerk's salary – February 2015), £9.95 (Cheque No. 990) Mrs C. Lightfoot (Clerk's expenses – February 2015).</p> <p>c) To review the actual spend against budget. Parish Council agreed the bank reconciliation and this was signed by the Chairman. Parish Council noted the actual spend against budget.</p>	
<p>10.</p>	<p>CORRESPONDENCE FOR INFORMATION</p> <p>The Clerk reported that the following correspondence of note had been received by Parish Council:-</p> <ul style="list-style-type: none"> • Hallow Scout and Guide Group. <p>Parish Council noted the letter of thanks for the £100.00 donation made to Hallow Scout and Guide Group.</p> <ul style="list-style-type: none"> • Tree Protection Officers report – School Lane. <p>The Chairman read the response from the Tree Protection Officer in relation to the trees on School Lane. The outcome of the report was to advise removal and replacement of 3 Cypress trees and for the Scots Pine to remain. The Chairman agreed to follow up this report with the resident who had raised the initial concerns relating to the trees and liaise with the Tree Protection Officer on behalf of Parish Council.</p> <ul style="list-style-type: none"> • Holt Charities. <p>The Chairman read out a letter from Rev. Robert Latham relating to resignation of Mr J Miles as a trustee on Holt Charities. Parish Council agreed to look further at the constitution of Holt Charities before appointing a replacement trustee. The Clerk was asked to respond to Rev Latham to this effect and bring a copy of the constitution to the next meeting of Parish Council.</p> <ul style="list-style-type: none"> • Holt Churchyard. <p>The Chairman read out a letter from CM Dearing who expressed concerns in relation to the upkeep of their father's grave in Holt Churchyard. Parish Council discussed the contents of the letter and the accompanying photographs. It was agreed that the issue should be dealt with by Holt PCC and the information was therefore passed to Mrs G. Wotton in her capacity as a member of Holt PCC. The Clerk was asked to respond to CM Dearing informing them of the action taken.</p> <ul style="list-style-type: none"> • South Worcestershire Development Plan Consultations. <p>Parish Council noted details of consultations on community infrastructure levy revised preliminary draft charging schedule, draft</p>	<p>TAB</p> <p>CL</p> <p>CL</p>

	<p>developer contributions supplementary planning document, affordable housing supplementary planning document and potential traveller sites.</p> <ul style="list-style-type: none"> • WCC – Statement of Community Involvement. <p>Parish Council noted details of the publication of the above document.</p> <ul style="list-style-type: none"> • MHDC – Details of candidate briefing for May 2015 elections. <p>It was agreed the Clerk and Mrs G. Wotton would try and attend this event on 2 March 2015 on behalf of Parish Council.</p>	CL GW
11.	<p>CLERK'S REPORT ON URGENT DECISIONS SINCE THE LAST MEETING</p> <p>a) Parish Council elections 2015.</p> <p>The Clerk reported that she had contacted CALC and they had agreed to provide 400 copies of their "Guide to becoming a Parish Councillor" for £20.00. Parish Council approved this cost and the Clerk was asked to order the leaflets. The letter to accompany the leaflets was approved by Parish Council with the amendment for the letter to be sent from the Clerk as opposed to the Chairman. The Clerk agreed to make the necessary amendments and the Chairman agreed to arrange delivery of the letters and leaflets.</p>	CL
12.	<p>COUNCILLORS REPORTS AND ITEMS FOR FUTURE AGENDAS</p> <ul style="list-style-type: none"> • Parish Website. <p>Parish Councillor Mr A. Blissett reported that the new Parish website was now fully operational.</p> <ul style="list-style-type: none"> • Highways issues. <p>The Clerk was asked to contact County Highways to highlight the lorry damage that was persistently occurring at the triangle at the junction. Parish Council felt larger kerbing was needed to prevent the lorries driving over this land. The Clerk was further asked to report the dipping in the road by the mini roundabout.</p> <ul style="list-style-type: none"> • Property on corner of Woodbury Park. <p>The Clerk was asked to write to the resident at the property on the corner of Woodbury Park to request that they cut back their overhanging hedge.</p> <ul style="list-style-type: none"> • Residents Welcome Letter. <p>The Clerk was asked to review the Residents Welcome Letter and update the telephone numbers and provide website addresses where applicable.</p> <ul style="list-style-type: none"> • Signs on School Lane. <p>Concerns were expressed that the signs on School Lane were obstructing the sight line at the junction. Parish Council agreed to review the position once the leaves are out.</p>	CL CL CL
13.	<p>DATE OF NEXT MEETING</p> <p>The date of the next Meeting of Parish Council was confirmed as 19</p>	

	March 2015.	
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