

**HOLT PARISH COUNCIL  
MINUTES OF THE MEETING HELD  
IN HOLT VILLAGE HALL AT 7.30 p.m.  
ON THURSDAY 18 AUGUST 2016.**

**Present :-**

**P. Winney (Chairman)  
J. Bowker (Vice Chairman)  
A. Blissett  
M.Troman  
P. Mobbs  
G. Wotton  
J. Harper  
C. Lightfoot (Clerk)**

**In Attendance:-**

**District Councillor Mrs P. Cumming**

**Absent:-**

**County Councillor Mr P. Grove**

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| <b>1.</b> | <p><b>PUBLIC QUESTION TIME</b></p> <p>There were no members of the public present and therefore no questions.</p>  |  |
| <b>2.</b> | <p><b>TO CONSIDER APOLOGIES AND APPROVE REASONS FOR ABSENCE.</b></p> <p>The Chairman reported that apologies had been received from County Councillor Mr P. Grove. Parish Council approved the reasons for absence.</p>  |  |
| <b>3.</b> | <p><b>DECLARATIONS OF INTEREST</b></p> <p>a) Register of Interests.<br/>There were no changes to the Register of Interests.</p> <p>b) Registration of Personal Interests.<br/>The Chairman and Parish Councillors Mr J. Harper, Mr A. Blissett and Mr M. Troman registered an interest in planning application Appeal No. (APP/J1860/W/15/3138717) Land adjacent to Millennium Green, Holt Heath.<br/>Parish Councillor Mr J. Harper registered an interest in planning application 16/01064/FUL Unit 15, Top Barn Business Centre, Worcester Road, WR6 6NH.<br/>Parish Councillor Mr M. Troman registered an interest in planning application 16/01018/FUL Land at OS7848 6250 Ockeridge, Wichenford.</p> |  |

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|    | <p>c) Registration of Prejudicial Interests.<br/>There was no registration of Prejudicial interests.</p> <p>d) Written requests for the Council to grant a dispensation.<br/>There had been no written requests for dispensation.</p>   |    |
| 4. | <p><b>COUNTY AND DISTRICT COUNCILLOR REPORTS.</b></p> <p>The Clerk reported that County Councillor Mr P. Grove had not reported any matters of note.</p> <p>District Councillor Mrs P. Cumming reported the following matter of note:-</p> <p>a) District Council Savings.<br/>MHDC continue to look for avenues to make savings with an aim of being self-sufficient by 2020.</p> <p>b) Appeal No.J1860/W/15/3138717 Land Adjacent to Millennium Green Holt Heath.<br/>District Councillor Mrs P. Cumming confirmed that the Appeal Hearing for this application was now due to take place at The Council House, MHDC on Wednesday 14 September 2016. District Councillor Mrs P. Cumming confirmed she would be attending the Hearing and if allowed she would be speaking in opposition to the application. Parish Council agreed that there should be representatives from Parish Council at the Hearing but it was not yet clear whether they would be able to make verbal representations in addition to the written submissions. The Chairman and Parish Councillors Mrs G. Wotton, Mr P. Mobbs and Mr M. Troman expressed an interest in attending the Hearing. District Councillor Mrs P. Cumming agreed to speak to Duncan Rudge of MHDC Planning department and forward further details of the organisation of the Hearing to Parish Council once she was aware of them.</p> <p>c) Chairman's charity walk.<br/>District Councillor Mrs P. Cumming highlighted a charity walk being undertaken by The Chairman of MHDC John Raine to raise awareness of mental health. Mr Raine is due to walk through Holt Parish on Sunday 4 September 2016 and District Councillor Mrs P. Cumming agreed to provide Parish Council with further details of the route once she was aware of them.</p> | PC |
| 5. | <p><b>TO APPROVE THE MINUTES OF THE ANNUAL AND OPEN MEETINGS OF HOLT PARISH COUNCIL HELD ON 17 JUNE 2016.</b></p> <p>The minutes of the Meeting of Holt Parish Council held on 17 June 2016 were approved by Parish Council and signed by the Vice Chairman as a true record.</p>   |    |
| 6. | <p><b>PROGRESS REPORTS</b></p> <p>a) BT Telephone Kiosk defibrillator project – progress report.<br/>Parish Councillor Mr P. Mobbs reported that telephone box had now been cleaned and the next stage was to paint it. The cabinet to house the defibrillator has arrived. Parish Councillor Mr P. Mobbs was in the</p>  |    |

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|           | <p>process of chasing up the delivery of the defibrillator and arranging dates for the CPR and defibrillator training to take place. The Chairman agreed to chase up the signs for the box.</p> <p>b) Parish Burial Ground – progress report.<br/>The Chairman gave a summary of the current position in relation to the Parish Burial Ground. Following the completion of the Ecological report the planning application has been submitted. A letter has been received from the Environment Agency stating the application was satisfactory.</p> <p>c) Removal of litter bin base in School Lane – progress report.<br/>The Clerk reported that there would be a cost associated with MHDC removing the old concrete base. Parish Councillor Mr J. Harper agreed to take on this task.</p> <p>d) Siding out of footpath on A443 to Broomfields and overhanging hedging on A4133 – progress report.<br/>The Clerk reported that both these issues had been logged again on the WCC Highways website and were currently on the job list.</p> <p>e) Drain clearance in Parish – progress report.<br/>The Clerk reported that the issue of vegetation blocking drains had been logged on WCC Highways website.</p>  | <p>PM<br/>PW</p> <p>JH</p> |
| <p>7.</p> | <p><b>PLANNING</b></p> <p>a) Applications Pending.<br/><i>15/00811/OUT Outline application for 24 dwellings, Field off School Lane (Recommend Refusal)</i><br/>The Clerk reported that nothing further had been heard on this application.<br/><i>16/00869/FUL Change of use from agricultural to mixed use agricultural and class D! (Non educational and training centre). Former site of Ball Mill Quarry, Church Farm, Grimley (Recommend Approval).</i><br/>The Clerk reported that nothing further had been heard on this application.<br/><i>16/00919/FUL St Martins Church, Extension to existing graveyard. (Declared an interest)</i><br/><i>16/01018/FUL Land at OS7848 6250 Ockeridge. Wichenford (Being circulated).</i><br/>This item was discussed under Agenda item 11 Councillors reports and items for future agendas.<br/><i>16/01064/FUL Unit 15, Top Barn Business Centre. Worcester Road, WR6 NH (Being circulated).</i><br/>The Clerks asked that comments on this application be forwarded to her as soon as possible.</p> <p>b) Approvals/Refusals.<br/><i>16/00497/FUL Proposed erection of a single dwelling, Tweenways, Holt Heath, Worcester (Withdrawn).</i><br/><i>16/00516/HOU Extension to existing dwelling and detached garage, 11 Cherry Orchard, WR6 6ND (Approved).</i><br/><i>16/00651/HOU First floor side extension, 2 Lambourne Orchard (Approved).</i><br/><i>16/00598/FUL Proposed outdoor riding arena, 1 Cherry Tree Barn, Naunton Farm, WR6 6NG (Approved).</i></p> <p>c) Other Planning issues.</p> |                            |

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|           | <p><b>Appeal No. APP/J1860/W/15/3138717 Outline application with all matters reserved, for a proposed residential development of up to 40 dwellings, including 40% affordable dwellings. Land Adjacent to the Millennium Green, Holt Heath. (Recommend Refusal).</b></p> <p>The Clerk highlighted that she had circulated the written response to this application which had been submitted to MHDC. This application had already been discussed under Agenda item 4 County and District Councillor Reports.</p>   |           |
| <p>8.</p> | <p><b>FINANCE</b></p> <p>a) To note the current bank balances.<br/>It was confirmed that the Deposit Account stood at £3263.31p and the Current Account stood at £1,922.30p. The Clerk confirmed that these balances were before the issuance of the cheques listed below. The Chairman signed the bank reconciliation.</p> <p>b) To consider payments made in accordance with the attached schedule.<br/>The following cheques were approved retrospectively by Parish Council:- Mr W.P. Winney (Cheque No. 1079) £224.85 (Planning Application Fee – Holt Churchyard), Mrs C. Lightfoot (Cheque No. 1080) £308.33 (Clerk’s Salary July 2016), Mr P. Goodman (Cheque No. 1081) £105.00 (Footpath maintenance), Mr C. Jones (Cheque No. 1082) £186.00 (Lengthsman June 2016), Holt Heath Village Hall (Cheque No. 1083) £48.00 (Village Hall Hire). The following cheques were signed and the invoices initialled by two members of Parish Council:- Focus Ecology (Cheque No. 1084) £438.00 (Ecological survey – St Martins Church, Holt), NALC (Cheque No. 1085) £17.00 (LCR subscription), Mrs C. Lightfoot (Cheque No. 1086) £6.00 (Clerk’s expenses July 2016), Mrs C. Lightfoot (Cheque No. 1087) £308.33 (Clerk’s salary August 2016), Mr C. Jones (Cheque No. 1088) £78.00 (Lengthsman – July 2016).</p> <p>c) To review the current spend against budget.<br/>Parish Council noted the actual spend against budget and that the second half of the Precept would be due in September.</p> <p>d) To note the status of the audit.<br/>The Clerk reported that the audit was still with the external auditor.</p> <p>e) To note details of the VAT reclaim.<br/>The Clerk reported that she had completed the VAT reclaim for £1593.84.</p> |           |
| <p>9.</p> | <p><b>CORRESPONDENCE FOR INFORMATION</b></p> <p>The Clerk reported on the following correspondence of note.</p> <ul style="list-style-type: none"> <li>• 6 July 2016 The Milestone Society – D Beacham. Request for assistance in upkeep of milestones in Parish.<br/>The Clerk was asked to contact the Lengthsman with regard to this issue.</li> <li>• July 2016 WCC Highways. Notes of presentation relating to review of highways proposals for new developments.<br/>This documentation had been circulated prior to the Meeting.</li> <li>• 28 July 2016 CALC update. Details of Worcestershire’s Local</li> </ul>  | <p>CL</p> |

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|     | <p><b>Transport Plan consultation.</b><br/>Parish Councillor Mr A. Blissett raised the issue that there was further money available from the transparency fund for the purchase of computer equipment. The Clerk was asked to investigate this issue.</p> <ul style="list-style-type: none"> <li>• 28 July 2016 MHDC – Planning Services. Notes of presentation on SWDP – speculative planning proposals outside defined development boundaries.<br/>This documentation had been circulated prior to the Meeting.</li> <li>• August 2016 West Mercia Constabulary – CSO Vanessa Snape. Details of property marking event at Holt Heath Village Hall 22 September 2016.</li> </ul>   | CL                     |
| 10. | <p><b>CLERK’S REPORT ON URGENT DECISIONS SINCE THE LAST MEETING</b></p> <ul style="list-style-type: none"> <li>• To discuss the recruitment of a new Parish Footpaths Officer. The Clerk reported that she had spoken to Michael Tew who wished to step down from the role of Parish Footpaths Officer. Following a discussion of the role Parish Councillor Mr J. Bowker agreed to approach some potential candidates on behalf of Parish Council.</li> </ul>  | JB                     |
| 12. | <p><b>COUNCILLORS REPORTS AND ITEMS FOR FUTURE AGENDAS</b></p> <ul style="list-style-type: none"> <li>• Litter bin in junction opposite Top Barn Farm.<br/>It was reported that the litter bin in the lay-bye opposite Top Barn farm was not being emptied. The Clerk agreed to report this to MHDC.</li> <li>• Advertising sign outside Red Lion Public House.<br/>The Clerk was asked to write to the Red Lion asking them to remove the advertising sign from the pavement as it is blocking the pavement and causing a hazard to pedestrians.</li> <li>• Planning Application 16/01018/FUL Land at OS 7848 6250 Ockeridge, Wichenford.<br/>Parish Councillor Mr M. Troman left the Meeting.<br/>This application was discussed by Parish Council at length. Parish Council agreed to recommend refusal of the application as it was felt to be a new venture in the open countryside on agricultural land.</li> </ul> | CL<br><br>CL<br><br>CL |
| 13. | <p><b>DATE OF NEXT MEETING</b></p> <p>The date of the next Meeting of Parish Council was confirmed as 15 September 2016.</p>  |                        |