

Minutes of the Holt Parish Council Meeting held on Thursday 28<sup>th</sup> January 2021 by Video Conference at 7.30pm.

**Attendees:** Cllr Game (Chair), Cllr Goodman, Cllr Hendon, Cllr Siddall, Cllr Mizen, Cllr Offiler, Parish Clerk Baker.

**In Attendance:** Cllr T Carbin plus Ms Pam Hyde.

**108. Apologies** – Cllr Nicholson

**109. Open Meeting**

Cllr Carbin reported the following:

**Local Plan Review** – consultation is now underway until March 9. See item 113(c)  
**Flood Working Group.** Attended the meeting on Dec 15 and as a means of reporting flooding problems it might be of some use. The Clerk reported he was in contact with a resident who may be prepared to attend to represent local issues.

**Little Parks tree and bench** - As reported to Cllr Mizen, according to WC Streetscene, the Parish Council has two options:

1. To take a license for the whole area.
2. To install the bench and to sign a disclaimer with WC to accept future maintenance and liability of it, and to go ahead and plant the tree, with WC contractors continuing to maintain the rest of the area as usual. It has been determined that this option is the preferred way forward.

**Leigh Rd Pavements** - WC Highways stated at the September CATG meeting that this would be done in the current financial year. However, WC now saying they will not do it. Cost of works is quoted at £6,000. The pavement on the Tollgate side is on the list for repair.

The consensus view was one of outrage as the pavement is considered dangerous having seen a number of falls/injuries and it had been previously understood that the repair would be carried out. Cllr Carbin suggested it was down to both priorities and funding and recommended that residents should report the condition of the pavement on “My Wiltshire App”. **Clerk** to ensure this is placed in the Holt Magazine.

Council agreed that it would be inappropriate for fund the repair through CATG as this is not the process for repair and maintenance.

**Proposed charging for Parish Council elections.** - This goes to cabinet on Feb 2. The initial announcement gave the impression charging would start with the 2025 elections. However, the proposal now is to charge for the 2021 election, with payment requested over the following three financial years. The cost would be from £200 to £600 per parish or ward for an uncontested election, and from £7,000 to £12,000 for a contested election.

Furthermore, Cllr Carbin confirmed that there would be a 5% increase in Council Tax for 2021/22, 3% of which would be the adult care levy.

**Covid business grants** - A live online webinar is planned on Wednesday 3 February at 7pm for businesses in the county to find out more about the latest government funded Covid grants. Details to be posted on Spotted (**Cllr Siddall**) and website (**Clerk**)

Cllr Siddall raised the issue of there being a possibility that the B3106 would be made one-way Northbound and as this area is within the Parish boundary, he would expect Council to be consulted. He asked that **Cllr Carbin** request that Council be given an early opportunity for consultation.

Ms Pam Hyde who has expressed an interest in joining the Parish Council gave a summary of her experience in commerce and previous local government roles, together with her link to Holt. Cllr Game thanked her for this, stating she could remain "in attendance" for the rest of the meeting and that Council would discuss the matter.

#### **110. Declarations of Interest and Dispensation - None**

#### **111. Proposal to adopt minutes of meeting held on 3<sup>rd</sup> December 2020.**

Proposed by Cllr Hendon, seconded Cllr Goodman – Resolved. Cllr Mizen Abstained asking for an amendment over a procedural issue.

Cllr Mizen put forward a proposal at the December meeting which the Clerk advised could not be taken as it did not appear on the Agenda (in the summons). Cllr Mizen believes the Clerk to be wrong, but the Clerk believes he acted procedurally correctly; this matter will be discussed further between Cllr Mizen, the Clerk and the Chair.

#### **112. Matters arising.**

- a. Internet Banking, **Clerk** in hand on-going.
- b. Council Meeting Dates – The new meeting date for May 2021 is 20<sup>th</sup>. Website has been updated. New dates for December to be considered at next meeting.
- c. 149 The Common – No further action following submission of new planning application.
- d. Re fitting of replacement door at the Pavilion – Fitted but awaiting keys and invoice **Cllr Siddall**.
- e. Payment of outstanding monies to HMRC – Clerk advised that he had written again on 4<sup>th</sup> December but no reply to date. Council agreed that due to lack of correspondence from HMRC over several months No further Action at this time.
- f. Holt – Staverton Cycle Scheme – **still awaiting response from Wiltshire Council but likely subsumed into other issues.**
- g. Costs of replacement matting for play are **VFAG for February meeting**

#### **113. To hear report from the Planning Committee**

##### a. Planning applications

20/11585/TCA – Substantial Tree Works, The Rectory, No Objection

20/10266/FUL – Demolish Single Storey Extension and build new, 47 Leigh Road No Comment.

20/11391/FUL – Proposed extension 46 Leigh Road, No Comment

20/11257/TCA – Tree Works 3 Chestnut Road, Arboriculturist to determine

20/10712/FUL – Extension, Ingleside Station Road, No Comment

20/11172/LBC – Internal workings, 58 Ham Green – PC support Conservation Officer

Cllr Siddall reported on application 20/10560/FUL Barn at Manor Farm – conversion to holiday accommodation, 4 units and parking. After discussion Council agreed No objection but that materials should be suitable to green belt.

b. Neighbourhood Plan Status

WC continue in their failing to reply to correspondence despite there being a Code of Conduct to reply within 48 hours. Apparently, this is not unusual. Cllr Siddall confirmed a new letter from the 30 Councils will be sent inviting Wiltshire Council to attend a meeting, a press Release will also be made. Cllr Siddall will circulate copies of documents to Parish Councillors.

c. Wiltshire Council Local Plan Review consultation

Wiltshire Council have launched a Public consultation which will complete on 9 March. The new plan will cover development between 2016-2036. Council needs to determine how to handle the response and finalise at February meeting. There may be a need for a new neighbourhood plan to start 2024 latest. In meantime Cllrs Siddall/Goodman and Hendon will review documentation.

**114.** To hear report from the Village Facilities Advisory Group

a. Proposal to spend up to £600 to:

(i) purchase and plant a 70L (approx. 4m tall) native Hornbeam from Chew Valley Trees, at a cost of £300.00 plus £30.00 for delivery and £50.00 for stakes and compost.

Suggested position to be in the “point” of Ham Green, near to where felled chestnuts were growing and

(ii) to purchase and plant a 30L (approx. 2.75m tall) native Hornbeam for £140.00 plus £30.00 for delivery and £50.00 for stakes and compost.

WC has approved the planting of this (ii) on communal land at Little Parks.

**Proposed by Cllr Mizen, seconded Cllr Hendon – Resolved with Abstention by Cllr Siddall.**

b. Update on Land for Allotments – No further action

c. Holt Manor – Posts – Defer until February meeting Following is brought forward from December minutes “To begin to understand “who owns what” and subsequently ascertain who needs to either remove or attend to the “rotting” posts on the grass leading to the Manor, **Cllrs Nicholson and Mizen would act** with a view to arranging a socially distance meeting with interested parties at the end of January.”

d. Proposal to purchase a new sign for Dawes pond from Lamming & Sons for £128.64.

**Proposed Cllr Mizen, seconded Cllr Goodman - Resolved**

e. Proposal to spend up to £560 to purchase a new oak lockable, glass fronted notice board from Greenbarns Ltd for £479.00. To this we need to add circa £35.00 for lettering and circa £40.00 for delivery.

**Proposed Cllr Mizen, seconded Cllr Hendon - Resolved**

f. Proposal to site one bench on the playing field (position to be finalised), and one at Little Parks.

**Proposed Cllr Mizen, seconded Cllr Goodman - Resolved**

g. Proposal that the PC pay the cost of creating hard bases for both benches at a cost of up to £300.

**Proposed Cllr Mizen, seconded Cllr Goodman - Resolved**

h. Proposal to spend £450 for hedge cutting.

**Proposed Cllr Mizen, seconded Cllr Siddall - Resolved**

i. Proposal to purchase 2 Wooden Benches at a cost of £1100 from Crispin Keyser.

**Proposed Cllr Mizen, seconded Cllr Goodman – Resolved**

Currently there has been 2 offers of donations with caveats concerning either types of tree and/or locations. Individuals to be contacted with Councils decision and ascertain if they are still prepared to donate. **Clerk and Cllr Mizen (Post meeting note Clerk actioned)**

Cllr Mizen will report to Council with a detailed plan concerning tree planting timing, locations, and long-term maintenance **Cllr Mizen.**

**Cllr Mizen** will prepare an article for Holt Magazine detailing Councils decision regarding the trees.

**115. To hear report from the Highways Advisory Group**

a. Parking in Holt – Very little the PC can do but **Cllr Hendon** will look to see if any areas in the village can be identified to alleviate the illegal parking, mainly at junctions.

Cllr Game reported that the next CATG is 15 February at 1600 hours, but he is unable to attend. Any volunteers?

Proposals for works at the Midlands Junction being considered by WC Highways with the plan to consult with residents and submit final proposal late this year.

Work on the Tannery Junction is expected to commence on 15 February with the developer doing all the work.

Cllr Game reported that Cllr Offiler will join the Highways and Streetscene Group.

The **Clerk** was asked to approach our PCSO to arrange a Speed Check in the village. **(Post meeting note – request sent)**

**116. To hear report from the Finance Advisory Group**

a. Personnel Matter – See Part B

b. Payment of Account/Invoices

The following payments were **approved/resolved following a proposal by Cllr Goodman seconded Cllr Hendon.**

Clerks Wages and monthly expenses	£360.28	
HMRC tax on Clerks Wages	£85.20	
January Zoom Fee	£28.78	Refunded to Clerk
P J Eyres Grass Cutting	£190.00	
AVG Technologies Internet Security	£49.99	Refunded to Clerk
SCRIBE Renewal 1/4/21-31/3/22	£345.60	

**117. Village Inspection Report/Parish Steward Tasking**

February – Cllr Goodman, March – Cllr Hendon, April – Cllr Mizen

Gully clearance appears to be a problem. It was confirmed that WC policy is to clear gullies only on main roads. **Cllrs Siddall and Goodman will identify problem areas. Clerk will speak with Parish Steward.**

Cllr Siddall asked that BT be approached to cut back the brambles on their wall in the Midlands. **Clerk to action**

**118.** Website – Nothing to report

**119.** Correspondence

a. Request from resident for hand-held litter “pickers” – Cllr Carbin will provide the Clerk with a small stock.

b. 2021 Census – The Clerk reported that he sat in on a WALC Zoom call on this and the forthcoming elections and will write up a summary and circulate to Councillors.

c. Proposed charging for Parish Council elections - See Open meeting report above.

d. Bath Clean Air Zone – The PC had submitted concerns and comments into consultation period and currently had no further action planned. It is thought that any diversions will not severely affect Holt.

e. Cycling in the Walk – This issue has been raised on numerous occasions in the distant past. There is a byelaw, but the question is who will enforce it. It was decided that no action would be taken.

**120.** Police Crime Report

a. PCSO Laura Wallace will provide a written report on request from the Clerk.

**121.** Items of report for future Agenda - None

**Meeting closed at 2105 hours, Date of Next Meeting: Thursday 28<sup>th</sup> January at 7.30pm by Zoom Video Conferencing.**