

Minutes of the Holt Parish Council (HPC) Meeting held on Thursday 25th March 2021 by Video Conference at 7.30pm.

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

In Attendance: Cllr T Carbin plus 2 MOP

137. Apologies – None

138. Open Meeting

A representative of Holt Preschool attended and thanked the Council for their support in the production of a video to support the Lottery Submission. Special thanks were made to Cllr Offiler. Irrespective of the Lottery decision more fund raising is required.

It was also reported that there had been numerous complaints concerning the Tannery Development whereby large HGV's were using Elm Close as a turning bay. **Cllrs Siddall and Hendon would draft a letter to Stonewood regarding this matter.**

Cllr Carbin reported the following:

WC Enforcement had visited the Tannery site following numerous complaints.

Bath Clean Air Zone restrictions came into force on 15 March.

The planning application at 148/149 The Common has been called in.

Cllr Carbin agreed to check whether a road closure is planned on 12 April for the area outside the village shop but reported a planned Midlands Road closure from 15-20 April and for a couple of days in June.

139. Declarations of Interest and Dispensation - None

140. Proposal to adopt minutes of meeting held on 25th February 2021.

Proposed by Cllr Nicholson, Seconded Cllr Offiler – **Resolved.**

141. Matters arising.

- a. Internet Banking, **Clerk** in hand on-going.
- b. B3106 Hilperton Gap, Cllr Siddall to collate details and pass to Highways advisory Group – **Complete.**
- c. Holt Manor – Posts Cllr Mizen arranging meeting with Holt Manor – **in process Cllr Mizen.**
- d. FAG to report recommendations from Play area Inspection Report – **Complete** but **Clerk to write** to Inspector querying a photo shown at 141(d) of the report.
- e. Pavements and conditions of Star. Letter to WC Highways – Clerk. Actioned 1 March, some repairs done to Star by Parish Steward. **Clerk to write** to resident who raised concerns. (pmm – actioned)
- f. E mail addresses for Councillors. Actioned but it was decided not to implement until new Council elected.

142. To hear report from the Planning Committee

a. Cllr Siddall reported that WC Enforcement had visited Firlawn following the removal of trees against the planning approval conditions.

b. Further meetings with WC were planned concerning the Local Plan.

c. Planning applications

20/00766/FUL – 198 The Common, Loft Conversion – No comment

d. Planning meeting planned for Monday 29th March to discuss Heaven Scent Planning Application. **Clerk to post notices in Station Road. (pmn – actioned 27th March) Cllr Siddall to put details on spotted.** Mr Pettit (applicant) invited and pmn, confirmed attendance.

143. To hear report from the Village Facilities Advisory Group

a. New picnic benches – Firm quotes to be sought for concrete bases but siting of benches now resolved. However, costs likely to be more than amount raised and some landscaping work required on Recreation Field. Scarecrow trail organisers will endeavour to raise more funds.

144. To hear report from the Highways Advisory Group

a. B3106 1 way system – WC propose that S106 money from Hilperton Gap housing development be spent making B3106 one way northbound with space for walkers and cyclists north and southbound. HAG to go back to WC to discuss arrangements for traffic segregation and the need to improve the Forewoods Common junction.

145. To hear report from the Finance Advisory Group

a. Payment of Account/Invoices

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

Clerks Wages and monthly expenses	£360.28
HMRC tax on Clerks Wages	£85.20
February Zoom Fee	£28.78 Refunded to Clerk
SLCC Annual Subscription	£112.00
Payment of Microsoft 365 Annual Fee	£59.99 Refunded to Clerk
Deposit Payment for Picnic Benches	£554.83
Grass Cutting	£380.00
Caretaking	£397.96

Receipts

Scarecrow Trail Funds £1109.65

b. Cllr Goodman will contact the clerk outside the meeting to discuss amount to be transferred from General Reserves to Village Development Fund

c. The Councils Internal Auditor, Ms Diane Lindsay has advised that she has decided to step down. Council expressed thanks for all the work she has done. The Clerk has managed to secure the services of another internal auditor.

146. Village Inspection Report/Parish Steward Tasking

March – Cllr Hendon, April – Cllr Mizen May - Cllr Rachel Offiler, June - Cllr Marsha Nicholson, July - Cllr Steve Siddall, August - Cllr Phil Game

Following the March inspection, the following is to be undertaken by the Caretaker:

Bench behind Pavilion needs repairing and treating.

All Benches in Play Area would benefit from being cleaned and treated.

Bench by vehicle access to the playing fields would benefit from being cleaned and treated.

The Parish Steward to be tasked with:

Cleaning all signs and refurbish/replace the Ground Corner Sign.

147. Website – Nothing to report. However, it was agreed that more information should be published.

148. Correspondence

a. Proposal to adopt the Co-Option Policy document already circulated to Councillors. Not adopted as following amendments required:

- i) Candidates and any members of the public present to leave the room whilst Councillors discuss merits of co-option and subsequent vote.
- ii) A Secret ballot be held.

Clerk to incorporate amendments and re circulate and add to April agenda.

b. To discuss and agree the need for a Grants Policy and propose course of action. Policy needed and **Clerk to draft and circulate.**

149. Police Crime Report

a. PCSO Laura Wallace advised that nothing of note to report for Holt.

150. The Annual Parish Meeting will be held at 1900 hours on 22nd April.

151. Items of report for future Agenda

i) Mr Mike Hawkins, a previous Parish Councillor who had been a longstanding for some considerable years had passed recently and Council took the opportunity to recognise his contribution to Holt Village.

ii) Equality and Diversity Policy – For April Meeting

iii) Cllr Nicholson and Clerk to discuss footpath survey routes for 2021.

Meeting closed at 2105 hours, Date of Next Meeting: Thursday 22nd April 2021 at 7.30pm by Zoom Video Conference.