

Minutes of the Holt Parish Council (PC) Meeting held on Thursday 15<sup>th</sup> July 2021 in the Upper Meeting Room at Holt Village Hall at 7.30pm.

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

**In Attendance:** Cllr Carbin (Wiltshire County Councillor)

**206. Apologies** – Cllr Hendon, Cllr Offiler, Cllr Fletcher

**207. OPEN MEETING**

Cllr Carbin reported:

- a. The Area Board had agreed to a total of £6000 donation/grant to Holt Pre School
- b. Money had been provided for local bus services and a request had been made for the Zig-Zag bus to run hourly.
- c. No bookings are required from 19<sup>th</sup> July for access to the Domestic Household refuse facility in Canal Road Trowbridge.

**CLOSED MEETING**

**208. Declarations of Interest and Dispensation** – None

**209.** a. Proposal to adopt Full Council minutes of meeting held on 24<sup>th</sup> June 2021. Proposed Cllr Nicholson, seconded Cllr Goodman – **Resolved**

**210. Matters arising.**

- a. Internet Banking, **Clerk** in hand on-going.
- b. E mail addresses for Councillors. Clerk has issued details to all Councillors, but questions remain on access through Outlook. **Cllr Siddall to investigate further.**
- c. Update on a School Travel Plan – Awaiting approval by Wiltshire Council. **Cllr Offiler**
- d. Review of Council Policies. Cllrs Nicholson and Fletcher had met and established that some need updating, some are not needed and proposed a meeting in August with Cllr Goodman and Clerk to discuss. **Cllr Nicholson/Cllr Fletcher/Cllr Goodman/Clerk**
- e. Include weed killing in Ground Corner and alongside church for Parish Steward – Clerk advised by Parish Steward that Wiltshire Council have ceased use of Weed Killer. **Clerk to liaise with Parish Steward.**
- f. Write to residents regarding overgrown vegetation in the Street and The Walk. In hand but Clerk has not viewed any problems in The Walk. Approximately 2- 3 properties on the Street have overhanging foliage. **Clerk**
- g. Contact local MP to write to WC Cabinet Minister regarding Tannery CIL. Clerk had received correspondence from MP's assistant advising that Michelle Donelan would write. Nothing received to date. Clerk to hasten **Clerk.**
- h. Write to WC and Cllr Carbin regarding affordable housing in Station Road – **Ongoing Cllr Siddall.**

i. Finance Regulations regarding Grants policy updated, no further action.

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

a. Planning applications:

PL/2021/06358 – 202 The Common -Proposed single storey rear extension & first floor extension – No Comment.

PL/2021/06133 – Barn on Land at East Lane Stables Melksham Road - Notification for Prior Approval under Class Q for One Agricultural Building to be Converted into one Residential Dwelling (Use Class C3) and associated operational development. – Application is similar to Copse Barn and Planning Committee recommends consistency and Object as outside Neighbourhood Plan. This was agreed.

Reference was made to the potential development at the Chicken farm by Ashfield Homes as you leave the village towards Melksham which comes under Broughton Gifford Parish.

## **212. To hear report from the Village Facilities Advisory Group**

There was a lively discussion concerning the use of the Pavilion as both a Youth football team (Trowbridge Town) and Adult, football team (Staverton United) wish to use the recreation field. Showers must be provided for adult football as per an Football Association directive (Minute 197(e) June meeting refers). The Clerk had received representations from Staverton which included an offer to provide labour for the installation. As for Trowbridge, information had come available in the preceding 24 hours to the meeting that Trowbridge might be using the field for more than the one team currently agreed. Full details had been provided to Cllr Mizen. At no time has the Clerk agreed any action or committed Council to any action but as part of the role of Clerk, had merely been gathering information. Cllr Mizen stated that his advisory Group would meet on site in August, Cllr Goodman stated he was happy to delegate discussions to Village Facilities Group for them to bring proposals back to Full Council. The Clerk had written to Trowbridge asking what their intentions were and a reply received just prior to the meeting forwarded to Cllr Mizen for information. All future discussions with the football clubs would continue with Cllr Mizen and post meeting notes: (a) Clerk has advised both clubs this would be the case (b) Cllr Mizen has contacted both clubs by e mail.

Cllr Mizen reported that the bins next to the shelter had been fixed but Cllr Nicholson advised this seemed not to be the case. Cllr Mizen would speak to the caretaker.

## **213. To hear report from the Highways Advisory Group**

a. The TRO had been issued concerning the works at the Midlands Junction and details to be posted on Facebook and Website. Clerk to update website and pass details to Cllr Offiler for Facebook. This to include details of the 30minute waiting time outside the shop on both sides of the road and update on the shelter.

b. For the work on the Midlands junction at the eastern end, Cllr Game reported that the substantive scheme has been launched and representations need to be input by mid-September. Opportunities to consult with those travelling to school will not be possible due to school closure for summer holidays in 7 days. Therefore, evidence in support of scheme will be drawn from the Neighbourhood Plan.

**214.** 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 Nicholson. Resolved**

July Clerks Wages and monthly expenses	£360.28
July HMRC tax on Clerks Wages	£85.00
August Clerks Wages and monthly expenses	£360.28
August HMRC tax on Clerks Wages	£85.20
P J Eyres Grass/Hedge Cutting	£435.00

Invoices approved by E Mail or below £100 and paid prior to the meeting:

Old Ham Tree Luncheons                      £158.00 (May £66 and June £92)

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

July- Cllr Steve Siddall, August – Cllr Game, September - Cllr Goodman, October – Cllr Hendon, November – Cllr Mizen, December – Cllr Fletcher

Following the July inspection:

Clerk to write to Wiltshire Council re the Epicormic growth on the Horse Chestnuts near the Tollgate - **Clerk**

Cllr Mizen to arrange for the Caretaker to remove weeds from the Brook near the garage bridge – **Cllr Mizen/Caretaker**

Clerk to request the Parish Steward to remove brambles and saplings from northeast corner of the midlands bordering the BT wall – **Clerk.**

The Ivy on the BT wall is responsibility of BT to remove. Clerk has spoken to BT on numerous occasions and will do so again – **Clerk.**

Cllr Mizen to ask caretaker to reduce/remove brambles and other growth over path alongside recreation field on the street – **Cllr Mizen/Caretaker**

**216. Communications/Social-Media** – Nothing to report

**217. Policies and Grants**

See item 210(d)

**218. Correspondence**

The Clerk reported on the recent issues over the Defibrillator at the Village Hall but had spoken to SW Ambulance and there are no issues. The Defib is serviceable, and reports are sent to SW Ambulance regularly. Details have also now been added to “The Circuit”, a National Registration of Defibrillators. Post meeting note – Clerk has placed procedure for opening by the handle. A permanent sign will be placed there during August.

Cllr Goodman advised that he had received a request to complete a questionnaire for Neighbourhood Plan information from a University Masters Student studying at UWE. As a public document details will be provided.

**219. Police Crime Report**

Nothing to report.

**220. Items of report for future Agenda**

None

**Meeting Closed at 2145 hours, Date of Next Meeting Thursday September 23<sup>rd</sup> 2021 at 7.30pm in the Main Hall Downstairs at the Village Hall.**