

**Minutes of the Ordinary Council Meeting of Holt Parish Council held on Thursday 19<sup>th</sup> February 2026 held in the Village Hall starting at 7:30pm**

**Present:** Cllrs Siddall, Learoyd, Hendon, Bloomfield, Bertholle, Upton and Fox.

**In attendance:** Charlotte Chappel - Parish Clerk and Cllr Carbin – Wiltshire Councillor.

**Public Participation:** 6 members of the public were present. Topics raised included clarification over Holt FC's exclusivity of the football pitch and a resident's concern regarding a faulty gate on a footpath near Holt VC Primary School.

**PRELIMINARIES**

260/25 Council noted apologies from Cllrs Goodman, Warran, Fletcher and Wickes.

261/25 There was a declaration of pecuniary interest from Cllr Learoyd in relation to planning application ref PL/2026/00705, agenda item 267/25 and a declaration of non-pecuniary interest from Cllr Hendon in relation to planning application ref PL/2026/00089, agenda item 267/25

262/25 There were no requests for dispensations.

263/25 The Clerk advised that the press and public should be excluded from agenda item 292/25 due to the confidential information to be discussed.

264/25 **Wiltshire Councillor:** Cllr Trevor Carbin reported that the Forewoods Common fence enforcement case is still being actively worked on by Wiltshire Council. He advised that he is awaiting a response from the Streetscene team at Wiltshire Council regarding the land at Little Parks. Should no further progress be made, the Clerk will write to Wiltshire Council and Barratt Homes to request that Holt Parish Council takes over maintenance of the land. Cllr Carbin also confirmed that he and a Wiltshire Council Highways Engineer recently undertook a site visit with a resident to discuss potential improvements to the Bradley Lane / Station Road junction, including the possibility of introducing a 20mph speed limit.

**PREVIOUS MEETING & MATTERS ARISING**

265/25 **Previous meeting minutes:** The minutes for the January meeting were approved by Council and signed by the Chair.

266/25 **Council reviewed the following matters arising from previous meetings.**

- Flooding issue on the B3107, near 99 The Street. **Cllr Siddall has discussed Cllr Bloomfield.**
- Actioning Automatic Traffic Counters (ATCs) within the village, including one on the B3106. **To be actioned.**
- Bowls Club Lease to be extended until the end of September. **Cllr Siddall to action.**

**PLANNING**

267/25 Council considered the below **planning application and will comment as follows:**

Application Reference	Address	Proposed Works	Deadline for Comments	HPC Comments
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PL/2026/00705	Holt Farm, Ground Corner, Holt, Trowbridge, BA14 6RT	Proposed installation of 95 panels mounted via a low profile ground mounted racking system.	11/03/2026	No comment
PL/2026/00702	396 Ham Green, Holt, Trowbridge, BA14 6PX	Two storey rear extension	10/03/2026	Comment – HPC made no objection in principle but requests more information regarding the parking arrangements before formally commenting.
PL/2026/00497	159 The Common, Holt, Trowbridge, BA14 6QJ	Two storey side extension and single storey rear extension	26/02/2026	No comment
PL/2026/00089	UNITED REFORMED CHURCH, THE STREET, HOLT, BA14 6RS	External works to the church and hall comprising the installation of a photovoltaic array with associated battery storage, new access ramp and handrails to the main church entrance, reconfiguration of a ground floor window and entrance door to the south-east elevation of the hall, infilling of a redundant boiler room door, removal of redundant mechanical services and installation of new ductwork and terminals, together with the provision of Sheffield cycle stands, protective bollards and associated planting.	20/02/2026	Support
PL/2026/00376	186 The Common, Holt, Trowbridge, BA14 6QL	Proposed two storey side extension	20/02/2026	Comment – HPC raised no objection in principle but made comments regarding protection of pedestrian access during construction, a Construction Management Plan, and materials to match the existing building in line with the Holt Character Statement.
PL/2026/00457	243B Melksham Road, Holt, Trowbridge, BA14 6QW	Proposed Roof Alterations and Extensions	25/02/2026	No comment

268/25 **Decisions:** Council noted the decisions made by Wiltshire Council.

Application reference	Address	Proposed Works	HPC Comments	Wilts Council decision
PL/2025/08211	10 Hawcroft, Holt, Trowbridge, BA14 6RN	Conversion of existing dwelling house into 2 separate residential dwellings,	Holt Parish Council raises no objection to this application, subject to each dwelling have 2 accessible parking spaces. On the plans, it looks as though one of the dwellings could have trouble	Approve with Conditions

		including associated amenity space and parking provision.	parking 2 cars due to the lamp post position and fencing.	
PL/2025/09240	9 STARFIELD COURT, STATION ROAD, HOLT, TROWBRIDGE, BA14 6RD	Yew tree - crown reduction of 50%	No objection	Refuse
PL/2025/09468	355, The Street, Holt, Trowbridge, BA14 6RS	T1 - Section fell Silver Birch tree due to being in a poor location.	No objection	No objection

269/25 **Bewley & Redcliffe** – There was no update at this time.

270/25 **Land West of Blackacre Cottage planning appeal** – Council noted that the appeal has been dismissed by the Planning Inspectorate.

271/25 **Forewoods Common fence enforcement** – Cllr Carbin had provided an update on this matter during agenda point 264/25.

272/25 **Other planning matters** – There were no other planning matters to consider at this time.

### FINANCE

273/25 **Banking**

1. **Invoices** – Council approved the following invoices for payment, totalling **£145.27 inc VAT**.

Payee	Description	Net	VAT	Gross
Director Payroll	Payroll services	106.50	21.30	127.80
C Chappel	Chat GPT expenses	17.47	-	17.47

2. Council noted the following reimbursements or invoices have been paid:

Transaction Date	Payee	Description	Gross
09/02/2026	SCOTTISH POWER	Pavilion - Electricity	40.02
05/02/2026	WILTSHIRE WILDLIFE	Oaks at 80 Tree*	96.00
05/02/2026	GEOXPHERE LTD	Parish Online Subs.	60.00
05/02/2026	C CHAPPEL	Expenses	123.99
05/02/2026	WILTSHIRE ASSOCIAT	Clerk training – Session 1	48.00
05/02/2026	WILTSHIRE ASSOCIAT	Clerk training – Session 2	48.00
05/02/2026	MAXWELL J GRIFFITH	Pavilion - Plumbing	80.00
05/02/2026	MARK PARSONS	Caretaking	60.00
05/02/2026	P EYERS	Grass Cutting	380.00
02/02/2026	ST ENVIRONMENT	Waste Removal	33.27
02/02/2026	EE LIMITED	Mobile Phone DD	20.40
29/01/2026	PLACE STUDIO LIMITED	Neighbourhood Plan advice	684.00
21/01/2026	C CHAPPEL	Wages	645.63

\*Council noted the £80 grant towards the tree

3. Council noted the **January bank statement** and that the **bank balance** as at 31<sup>st</sup> January was £156,451.39.

### VILLAGE MAINTENANCE

274/25 **Village inspection report:** Council noted the report from Cllr Wickes. Clerk to report issues on My Wilts and write to Bewley Homes.

275/25 **Village Inspection:** Council noted the rota for monthly inspections. Noting that in March the task falls to Cllr Goodman. Councillors are asked to complete their inspections by the 8th of the month ahead of the parish stewards visit.

March – Cllr Goodman	August – Cllr Hendon
April – Cllr Upton	September – Cllr Bertholle
May – Cllr Warran	October – Cllr Learoyd
June – Cllr Fletcher	November – Cllr Bloomfield
July – Cllr Fox	December – Cllr Siddall

276/25 **Parish Steward:** Council noted that Parish Steward visits are currently suspended as resources are being directed to pothole repairs.

### FACILITIES

277/25 **Facilities Working Party** - *As the Facilities Working Party now have some delegated authority the group lead will provide a monthly report – including an updated budget report. This will be a monthly agenda point.* Council noted this month's report – details of which can be found on the Holt Parish Council website under 'Supporting Documents' for the February meeting.

278/25 **Defibrillator at the Pavilion** – Council approved the expenditure of £660 (inc. VAT) for the removal of the existing Pavilion defibrillator cabinet and installation of a new heated cabinet, including electrical connection.

279/25 **Defibrillator in Station Road** – Council approved the expenditure of £1,300 (inc. VAT) for the purchase of a defibrillator to be installed in Station Road.

280/25 **Holt FC agreement** – Following discussion, Council reviewed the 'exclusive usage' clause within the current agreement and confirmed that Holt FC has exclusive use of the pitch in relation to football club activities. It was agreed that the agreement between Holt Parish Council and Holt FC will be re-worded to reflect this clarification for the next season.

281/25 **Youth football team** – Council considered a request from a resident to establish an Under-10 football team in Holt using the men's football pitch for the 2026/27 season. Due to differences in pitch markings and goal sizes, Council agreed that it would be difficult to accommodate the request at this time. Cllr Fox to discuss the matter further with the resident and facilitate an introduction to Holt FC.

### FLOODING

282/25 Cllr Bloomfield gave a brief update.

### HIGHWAYS, FOOTWAYS AND FOOTPATHS

283/25 **February LHFIG meeting** – Council noted the circulated email and there were no questions raised.

284/25 **Review of white and yellow lines** – Council briefly discussed roads and locations within the village that may benefit from the introduction or enhancement of white lining or yellow line restrictions, including correspondence received from a resident. The matter remains under consideration and will be discussed further at a future meeting.

Council noted the findings from Cllr Wickes following her recent village inspection. Clerk to report on My Wilts.

285/25 **Property on Leigh Road** – Council reviewed the email and LHFIG request submitted by a resident and agreed not to take the matter forward due to other highway priorities within the village.

286/25 **Station Road dropped kerb request** – The Clerk advised Council that since publication of the agenda, it had been noted that a request for a dropped kerb at this location is already scheduled to be taken to the next LHFIG meeting.

287/25 **Speed checks** – Council noted the circulated email and there were no questions raised.

#### PROPERTY AND ASSETS

288/25 **Land for sale** – Council agreed to proceed with investigating the potential purchase of land currently for sale within the village and approved expenditure of £2,880 (including VAT) for legal and professional advice, with no commitment to purchase unless further approved by Council.

289/25 **Land at Little Parks** – Cllr Carbin had provided an update on this matter during agenda point 264/25.

#### NEIGHBOURHOOD PLAN

290/25 Council heard that the public consultation is still ongoing and the deadline for completion has been extended following delays to Wiltshire Council's Local Plan programme

#### AREA BOARD

291/25 Cllr Bloomfield provided an up update which included info on recent grants awarded and feedback from Wiltshire Police stating that Wiltshire is one of the safest counties in the country.

#### ADMINISTRATIVE

292/25 **Dorset & Wiltshire Fire & Rescue Service Consultation** – Council voted to submit a response to the consultation objecting to the proposed closure of Bradford on Avon Fire Station. Cllr Upton to formulate a response.

293/25 **Items for future meetings** – There were no items raised for the March meeting.

294/25 **Date of next meeting:** Thursday 19<sup>th</sup> March – 7:30pm – Holt Village Hall.

295/25 **Closed item: Land for Sale (Confidential)** – Council received additional information from Cllrs Siddall and Learoyd to support ongoing investigations into the potential land purchase.

*With no further business, the meeting closed at 21.52pm.*

