

**Notice of meeting**  
**Full Council:** Thursday 19<sup>th</sup> March 2026  
**Time:** 7.30pm  
**Venue:** The Village Hall, Holt

All members of the Council are hereby summoned to attend the **ORDINARY MEETING OF HOLT PARISH COUNCIL** for the purpose of transacting the business as set out below.

Under the Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 1972 s 100 if any members of the public wish to attend and make a statement or raise a question at the meeting, they should contact the Clerk before the meeting email clerk@holtparishcouncil.gov.uk or phone 07375 934468.

Charlotte Chappel - Parish Clerk  
14<sup>th</sup> March 2026



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**7:30pm Public Participation**

This section, at the Chairman's discretion, may last up to 15 minutes. It is not part of the formal meeting and minutes will not be produced for this item. Members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman.

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**AGENDA**

307/25 Welcome and to receive **apologies** for absence. At the time of publication, apologies had been received from Cllr Fletcher.

308/25 To receive any **declarations of Pecuniary and Non-Pecuniary Interests** – declarations of pecuniary and non-pecuniary interests pertaining to agenda items for this meeting.

309/25 **Dispensations** - Council is asked to note any dispensations the Clerk may have received from Councillors. Dispensations must be received in writing *before* the start of the meeting.

310/25 **Exclusion of the Press and Public:** The Clerk advises there is no requirement to exclude the public or press. *The Parish Council may exercise their right to exclude the public and press by resolution from a closed meeting due to the confidential nature to be discussed pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.*

311/25 **Wiltshire Councillor:** Council is asked to hear a report from Cllr Trevor Carbin.

**PREVIOUS MEETING & MATTERS ARISING**

312/25 **Previous meeting minutes:** To receive and sign the minutes of the meeting held on Thursday 19<sup>th</sup> February 2026.

313/25 **Matters arising from previous meetings:**

- Automatic Traffic Counters (ATCs) within the village, including one on the B3106.

## PLANNING

314/25 Council is asked to consider the below **planning applications** and any applications that may be received after the publication of the agenda.

Application Reference	Address	Proposed Works	Deadline for Comments
PL/2026/00264	United Reformed Church, The Street, Holt, BA14 6RS	Widening and reconfiguration of the existing vehicular access from The Street, including partial removal and reconstruction of the existing natural rubble stone boundary wall.	20/03/2026
PL/2023/01914	Whistle Mead Solar Farm, Little Chalfield, Melksham, SN12 8NP	Proposed temporary planning permission for 40 years for the development of a solar farm of up to 24.14MW of generating capacity, comprising of the installation of solar photovoltaic panels and associated infrastructure including customer cabin, customer substation, DNOsubstation and equipment, inverter and transformer substations, spare part container, associated battery storage, access tracks, widening of existing highway access, fencing, security cameras, landscape planting, ecological improvements and associated works. The existing agricultural use of the site will also continue in tandem with the solar farm with the grazing of farm animals.	17/03/2026
PL/2025/08648	Land North of Melksham Road, Holt	Reserved Matters Application for appearance, landscaping, layout and scale for 55 Residential Dwellings following Outline Planning permission ref PL/2024/05435	30/03/2026
PL/2026/01649	123 THE MIDLANDS, HOLT, TROWBRIDGE, BA14 6RG	Notification of proposed works to trees in a conservation area - Removal of a semi mature coniferous tree.	02/04/2026
PL/2025/07044	Former Countrywide Site, Bradford Road, Melksham	The construction of a new discount foodstore, car parking, access and landscaping on land at Bradford Road, Melksham	23/03/2026

315/25 **Decisions:** Council is asked to note the below decisions:

Application Reference	Address	Proposed Works	HPC Comments	Wiltshire Council Decision
PL/2026/00166	Holt Recreation Ground & Dawes Pond, Holt, Wiltshire.	Tree A - Sycamore sapling - Fell. Tree B - Sycamore sapling - Fell. Tree C - Sycamore sapling - Fell. Tree D - Sycamore sapling - Fell. Tree E - Hazel - Remove branches overhanging neighbour's garden. Tree F - Sycamore - Crown raise away from Orchard tree. Tree G - Oak - Crown raise away from Orchard tree.	No comment	No objection

316/25 **Bewley** - Council is asked to hear any update from the working party.

## FINANCE

317/25 **Banking**

- a. **Invoices** – Council is asked to approve payments for the below invoices this month - **£39.85 inc VAT**.

Payee	Description	Net	VAT	Gross
C Chappel	ChatGPT subscription - expenses	17.86	-	17.86
C Chappel	Ink cartridge expenses	18.32	3.67	21.99

- b. To note the following reimbursements or invoices have been paid. These payments were approved at a previous meeting or authorised between meetings under delegated authority.

Date	Payee	Description	Gross
11/03/2026	LIVEEDGE	Tree works in the Rec	150.00
09/03/2026	MARK PARSONS	Caretaking	67.50
09/03/2026	P EYERS	Grass cutting	380.00
09/03/2026	DIRECTOR PAYROLL	Payroll services	127.80
09/03/2026	SCOTTISH POWER	Pavilion electric	40.02
03/03/2026	EE LIMITED	Mobile phone DD	20.40
02/03/2026	ST ENVIRONMENT	Waste removal	48.11
25/02/2026	BHF SHOPS LTD	Defib + new cabinet	1769.99
24/02/2026	ALAN HENDON	Defib battery expenses	336.00
24/02/2026	C CHAPPEL	ChatGPT subscription - expenses	17.47
24/02/2026	C CHAPPEL	Wages	645.63

- c. To note the **February bank statement** and that the **bank balance** as at 28<sup>th</sup> February was £152,677.82.

#### VILLAGE MAINTENANCE

318/25 **Village inspection report:** Council is asked to note the updated February inspection from Cllr Wickes.

319/25 **Village Inspection:** Council is asked to note the rota for monthly inspections. Noting that in April 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.

April – Cllr Goodman	September – Cllr Hendon
May – Cllr Upton	October – Cllr Bertholle
June – Cllr Warran	November – Cllr Learoyd
July – Cllr Fletcher	December – Cllr Bloomfield
August – Cllr Fox	January 2027 – Cllr Siddall

320/25 **Parish Steward:** Council to note that Parish Steward visits are still suspended as resources are being directed to pothole repairs.

#### FACILITIES

321/25 **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 is asked to note this month's report.

#### FLOODING

322/25 **Flood plan** – To discuss the draft Flood Plan, raise any questions or comments, and invite councillors, if they feel able, to volunteer to help with actions.

#### HIGHWAYS, FOOTWAYS AND FOOTPATHS

323/25 **Road closures** – Council to note the following TTRO:

- Temporary 30mph Speed Limit – 22/04 for one day on B3107 (Part), Holt, from its junction with Great Parks for a distance of approximately 200m in a north easterly direction.

324/25 **Zebra crossing concerns** – Council to consider correspondence from a resident raising concerns regarding the zebra crossing on The Common.

325/25 **2026 Footways inspection** – Council to note the 2026 Footways inspection carried out by Cllr Wickes. Suggested proposal is for the Clerk to send the maintenance issues direct to Dean Baker (Highways – Wiltshire Council) and for the LHFIG work to be raised in time for the June LHFIG meeting. Council to note that LHFIG approval will require a financial contribution from the Council.

326/25 **Speed checks** – Councillors to raise any comments re speed checks if needed and note that Cllrs Goodman and Fletcher are due to complete the checks in April.

#### PROPERTY AND ASSETS

327/25 **Land for sale** – Council to receive an update on the auction that took place earlier in the day.

328/25 **Land at Little Parks** – Council to note the correspondence from Wiltshire Council regarding taking on the maintenance of the land.

#### NEIGHBOURHOOD PLAN

329/25 Council is asked to hear any update from the Neighbourhood Plan working group.

#### ADMINISTRATIVE

330/25 The Clerk proposes to hold the Annual Parish Meeting on either Wednesday 22<sup>nd</sup> April, 29<sup>th</sup> April or 6<sup>th</sup> May.

331/25 Councillors are reminded to keep their Register of Interests up to date.

332/25 **Items for future meetings** - Council is asked to consider any items for the April meeting.

333/25 **Date of next meeting:** Thursday 23<sup>rd</sup> April – 7:30pm – Holt Village Hall.