

Notice of meeting
Full Council: Thursday 23rd April 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
19th April 2026



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.

AGENDA

334/25 Welcome and to receive **apologies** for absence. At the time of publication, no apologies had been received.

335/25 To receive any **declarations of pecuniary and non-pecuniary interests** – declarations of pecuniary and non-pecuniary interests pertaining to agenda items for this meeting.

336/25 **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.

337/25 **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.*

338/25 **Wiltshire Councillor** - Council is asked to hear a report from Cllr Trevor Carbin.

PREVIOUS MEETING & MATTERS ARISING

339/25 **Previous meeting minutes:** To receive and sign the minutes of the meetings held on Wednesday 18th March and Thursday 19th March 2026.

340/25 **Matters arising from previous meetings:**

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

PLANNING

341/25 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/2026/01112	Land to south east Forewoods Common, Trowbridge, BA14 6PJ	Proposed new agriculture residential dwelling with a section 106 TCPA 1990 Agreement.	We have an extension until 24/04/2026
PL/2026/02244	THE RETREAT, BRADLEY LANE, HOLT, TROWBRIDGE, BA14 6QE	Goat Willow - Fell	29/04/2026
PL/2026/02056	9 STARFIELD COURT, STATION ROAD, HOLT, TROWBRIDGE, BA14 6RD	Consent under Tree Preservation Orders. T1 - Crown reduce Yew tree by up to 1.5m to leave a natural shape.	We have an extension until 24/04/2026
PL/2026/01848	1 MAULTON CLOSE, HOLT, TROWBRIDGE, BA14 6PU	Notification of proposed works to trees in a conservation area. T1- Cherry tree - diseased and in decline - fell	We have an extension until 24/04/2026
PL/2026/01873	Bradleys farm, Bradley Lane, Holt, Trowbridge, BA14 6QE	Alterations to approved conversion: increasing the floor area for unit one into existing stables area (units 2 & 3 now not to be converted) with remaining stables left as garaging and storage as existing with alterations to suit.	We have an extension until 24/04/2026
PL/2026/01693	110A The Midlands, Holt, Trowbridge, BA14 6RG	Demolish an existing lean-to laundry and erection of a single storey extension. Provide a covered new entry porch, provide 2 No. bay windows/doors to Living Room, and to Bedroom 2 and re-configure interior of house to contain new Utility Room. Convert existing stone garage into an annex for a flexible space (Bedroom/study/workshop)	24/04/2026

342/25 **Decisions:** Council is asked to note the below decisions:

Application Reference	Address	Proposed Works	HPC Comments	Wiltshire Council Decision
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.	Support	Approve with Conditions

PL/2026/00376	186 The Common, Holt, Trowbridge, BA14 6QL	Proposed two storey side extension	Comment – HPC raised no objection in principle but requested that several matters were addressed due to the site’s prominent location and proximity to key pedestrian routes.	Approve with Conditions
PL/2026/00497	159 The Common, Holt, Trowbridge, BA14 6QJ	Construction of a two storey side extension and single storey rear extension; associated external alterations (recladding and fenestration changes)	No comment	Approve with Conditions

343/25 **Whistle Mead Solar Farm** – Council to receive an update following the Strategic Planning Committee on 21st April re planning application PL/2023/0191.

344/25 **Bewley** – Council is asked to hear if there is any further update regarding the Bewley site.

NEIGHBOURHOOD PLAN

345/25 Council is asked to hear an update from the Neighbourhood Plan working group.

FINANCE

346/25 **Banking**

a. **Invoices** – Council is asked to approve payments for the below invoices this month - **£1263.83 inc VAT**.

Payee	Description	Net	VAT	Gross
C Chappel	ChatGPT subscription	18.09	-	18.09
C Chappel	Microsoft 365 annual fee	70.83	14.16	84.99
WALC	WALC yearly subscription	671.04	134.21	805.25
Village Hall	Hall Hire – April - Dec 2025	355.50	-	355.50

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.

Transaction Date	Payee	Description	Gross
15/04/2026	HMRC	Employer NICs	34.29
15/04/2026	GOUGHS LAWYERS	Field purchase - balance payment & conveyancing fees	55444.40
14/04/2026	FIRELINE LTD	Pavilion fire extinguishers service	78.48
13/04/2026	P EYERS	Grass cutting	380.00
09/04/2026	LIVEEDGE	Tree works in the Rec	500.00
07/04/2026	SCOTTISH POWER	Pavilion electricity	40.02
01/04/2026	M L K ELECTRICAL	Pavilion defib cabinet electrics	245.00
01/04/2026	GOUGHS LAWYERS	Field purchase - legal fees	1260.00
01/04/2026	ST ENVIRONMENT	Waste removal	31.74
31/03/2026	MARK PARSONS	Caretaking	135.00
31/03/2026	S M SIDDALL	Expenses - Land Registry searches	67.00

31/03/2026	S M SIDDALL	Expenses - Fuel	23.40
31/03/2026	S M SIDDALL	Reimbursement - Field purchase buyers fees	1395.00
31/03/2026	EE LIMITED	Mobile phone DD	20.40
26/03/2026	CARTER JONAS	Field purchase - Red Book valuation and Carter Jonas advice and auction attendance	2880.00
24/03/2026	HOLT YOUTH CLUB	Youth club grant	1000.00
24/03/2026	C CHAPPEL	C Chappel expenses	39.85
24/03/2026	C CHAPPEL	C Chappel wages	645.63
20/03/2026	COOPER AND TANNER	Field purchase - 10% deposit	6000.00

c. To note the **bank balance** as at 31st March was £139,800.93.

347/25 **Field purchase** – Council to note a small adjustment to the previously agreed legal and conveyancing fees, resulting in a net overspend of £60.40.

348/25 **Internal audit** – Council to confirm approval to proceed with Parish and Town Auditing Services (PATAS) for our internal audit, at a cost of £195.

349/25 **Precept** – Council to note that we have received our first half of the 2026/2027 precept, of £19,000.

VILLAGE MAINTENANCE

350/25 **Village inspection report:** Council is asked to note the April inspection from Cllr Goodman.

351/25 **Village Inspection:** Council is asked to note the rota for monthly inspections. Noting that in May the task falls to Cllr Upton. Councillors are asked to complete their inspections by the 8th of the month ahead of the parish stewards visit.

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
September – Cllr Hendon	

352/25 **Parish Steward:** Council to note that Parish Steward visits are still suspended as resources are being directed to pothole repairs. Stewards are hoping to be back working in parishes from May.

FACILITIES

353/25 **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.

354/25 **Holt FC** – Council to review the proposal from Holt FC and agree a response and a way forward.

356/25 **HSRC access request** – Council to consider whether they will bear the costs of £642 inc VAT for removing and re-installing a section of fence whilst HSRC have access for replacement floodlights.

357/25 **HSRC footpath proposal around court 3** – Council to consider the email from HSRC and agree a response.

358/25 **Resurfacing of court 3** – Council to consider resurfacing Court 3 in conjunction with HSRC resurfacing Court 2 at a cost of £8830 + VAT.

359/25 **Broken bench at Holt Recreation Ground** – Council to consider who is responsible for replacing a memorial bench, which is broken beyond repair.

HIGHWAYS, FOOTWAYS AND FOOTPATHS

360/25 **Road closure** – Council to note the following road closure - C211 (Part), Broughton Gifford; from its junction with Newleaze Park to its property known as No.128 The Street. From 9:00am 1st – 10th June, 24 hours a day.

361/25 **Overgrown hedge** - Council to note that WC is progressing legal action regarding an overgrown hedge outside a property on The Common.

362/25 **Footpath 55, Bradley Lane to The Common, Holt** – Following a safety concern raised at the February meeting regarding the gate on Footpath 55, WC Rights of Way have suggested applying to LHFIG for funding. Council to agree this is the correct way forward.

PROPERTY AND ASSETS

363/25 **Field purchase** – Council to note that, as contractually agreed, the purchase of the field completed on 16th April and the land is now owned by Holt Parish Council.

364/25 **Land at Little Parks** – Council to note that the Clerk has made a further enquiry regarding how to progress the transfer of maintenance responsibility for the land, but no response has yet been received.

ADMINISTRATIVE

365/25 **Best Kept Village Competition** – Council to note that as agreed at the January meeting, Holt has entered the 2026 BKVC, with initial judging taking place 11th May – 7th June.

366/25 **School travel plan** – Council to note that the School travel plan will now be discussed at the May meeting.

367/25 **Items for future meetings** - Council is asked to consider any items for the May meeting.

368/25 **Clerk leave** – Council to note that the clerk will be on leave w/c 18th and 25th May, including the May Annual Council meeting. The Clerk is asking a Councillor to volunteer to take the minutes for that meeting.

369/25 **Date of next meeting:** Annual Parish Meeting – Wednesday 29th April – 7:30pm at Holt Village Hall.
Refreshments available from 7:15pm.