

Minutes of the Ordinary Council Meeting of Holt Parish Council held on Thursday 23rd April 2026 held in The Village Hall, starting at 7:30pm

Present: Cllrs Siddall, Goodman, Fletcher, Wickes, Learoyd, Bloomfield, Bertholle and Upton.

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

Public Participation: 2 members of the public were present, representing HSRC. The Council heard information to help form their decisions in relation to agenda items 356/25, 357/25 and 358/25. Cllrs Siddall, Fletcher and Bloomfield raised questions which were answered by HSRC.

PRELIMINARIES

334/25 The Council noted apologies from Cllrs Fox, Hendon and Warran.

335/25 There were no declarations of interest.

336/25 There were no requests for dispensations.

337/25 The Clerk advised there is no requirement to exclude the public or press.

338/25 **Wiltshire Councillor:** Cllr Trevor Carbin asked whether any action had been taken regarding a resident's request for white lines on The Midlands. The Clerk confirmed that no action has yet been taken, as the Council is due to review white lining across the village at a future meeting.

Cllr Carbin advised that Wiltshire Council works were scheduled to take place on Ham Green the following day, possibly including replacement of the 'Give Way' sign and/or a bulb for the illuminated sign at the junction with Leigh Road.

Cllr Carbin also asked whether the Clerk had any communication with the owner of the property on The Common regarding the overgrowing hedge since the last meeting. The Clerk confirmed that no further communication had taken place since the last meeting, but the hedge appears to have been cut back slightly.

PREVIOUS MEETING & MATTERS ARISING

339/25 **Previous meeting minutes:** The minutes for the Extraordinary meeting held on 18th March and the Ordinary meeting held on 19th March were approved by Council and signed by the Chair.

340/25 **Council reviewed the following matters arising from previous meetings.**

- Actioning Automatic Traffic Counters (ATCs) within the village, including one on the B3106. **No action was taken.**

PLANNING

341/25 Council considered the below **planning application and will comment as follows:**

Application Reference	Address	Proposed Works	Deadline for Comments	HPC 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	Object - Holt Parish Council (HPC) objects to this application. A detailed statement of objection, including an appendix covering the site's planning history is on

				the Wiltshire Council planning portal.
PL/2026/02244	THE RETREAT, BRADLEY LANE, HOLT, TROWBRIDGE, BA14 6QE	Goat Willow - Fell	29/04/2026	Comment - Holt Parish Council considers that insufficient information has been provided to assess the impact of the proposed works on the tree, particularly given its location within the Conservation Area. The Council requests that further detail is submitted, and that the application is informed by the Wiltshire Council Arboriculturist's comments, before it is determined.
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	Support
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	No Objection
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	No Comment
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	24/04/2026	No Comment

		(Bedroom/study/workshop)		
PL/2026/00702	396 Ham Green, Holt, Trowbridge, BA14 6PX	Two storey rear extension	n/a	Comment - Holt Parish Council notes that parking provision has been addressed, with three spaces to the rear of the dwelling. However, the Council previously requested details of external materials due to the site's location within the Conservation Area and the need to reflect the Holt Character Statement. This information has not yet been provided; it should either be submitted prior to determination or secured by condition to ensure materials are in keeping with the character of Holt.
PL/2026/02549	5 CHESTNUT CORNER, HOLT, TROWBRIDGE, BA14 6TB	Large Copper Beech tree - Reduce the tree by 15% taking up to 1.8m off around the canopy of the tree.	13/05/2026	Comment - The application states that the tree is close to the property, but there is some difference in opinion as to whether it is actually touching the building. The tree is protected by a Tree Preservation Order (TPO) and makes an important contribution to local amenity. If it is confirmed that the tree is touching the property, Holt Parish Council would support limited pruning to provide clearance, while retaining the tree.

342/25 **Decisions:** Council noted the decisions made by Wiltshire Council.

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	Approve with Conditions

			matters were addressed due to the site's prominent location and proximity to key pedestrian routes.	
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** – The Council was informed that planning application PL/2023/0191 was refused at the Strategic Planning Committee on 21st April.

344/25 **Bewley** – The Council was informed that Bewley is in discussions with two developers regarding the sale of the development.

NEIGHBOURHOOD PLAN

345/25 The Council heard that the consultation, which had been extended until 1st May, has received a good response. Cllr Learoyd advised that the impact of delays to the Local Plan will be discussed at the next Steering Group meeting.

FINANCE

346/25 **Banking**

1. **Invoices** – Council approved the following invoices for payment, totalling **£1263.83 inc VAT**.

Payment Authority	Payee	Description	Net	VAT	Gross
LGA 1972 s.111	C Chappel	ChatGPT subscription	18.09	-	18.09
LGA 1972 s.111	C Chappel	Microsoft 365 annual fee	70.83	14.16	84.99
LGA 1972 s.111	WALC	WALC yearly subscription	671.04	134.21	805.25
LGA 1972 s.134(4)	Village Hall	Hall Hire – April - Dec 2025	355.50	-	355.50

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

Payment Authority	Payee	Description	Gross
LGA 1972 s 112(2)	HMRC	Employer NICs	34.29
LGA 1972 s.124 / s.111	GOUGHS LAWYERS	Field purchase - balance payment & conveyancing fees	55444.40
LGA 1892 s.8 (1)(i)	FIRELINE LTD	Pavilion fire extinguishers service	78.48
HA 1980 s.100	P EYERS	Grass cutting	380.00
HA 1980 s.96	LIVEEDGE	Tree works in the Rec	500.00
LGA 1894 s.8(1)(i)	SCOTTISH POWER	Pavilion electricity	40.02
PHA 1936 s234	M L K ELECTRICAL	Pavilion defib cabinet electrics	245.00
LGA 1972 S.124	GOUGHS LAWYERS	Field purchase - legal fees	1260.00
LGA 1972 s.137 (if >£2k also s.137A)	ST ENVIRONMENT	Waste removal	31.74
LGA 1894 S.8(1)(i)	MARK PARSONS	Caretaking	135.00
LGA 1972 s.124 / s.111	S M SIDDALL	Expenses - Land Registry searches	67.00
LGA 1972 s.124 / s.111	S M SIDDALL	Expenses – Fuel (attendance at auction)	23.40

LGA 1972 s.124 / s.111	S M SIDDALL	Reimbursement - Field purchase buyers fees	1395.00
LGA 1972 s.111	EE LIMITED	Mobile phone DD	20.40
LGA 1972 S.124	CARTER JONAS	Field purchase - Red Book valuation and Carter Jonas advice and auction attendance	2880.00
LG(MP)A 1976 s.19(3)	HOLT YOUTH CLUB	Youth club grant	1000.00
LGA 1972 s.111	C CHAPPEL	C Chappel expenses	39.85
LGA 1972 s 112(2)	C CHAPPEL	C Chappel wages and WFH allowance	645.63
LGA 1972 s.124 / s.111	COOPER AND TANNER	Field purchase - 10% deposit	6000.00

3. The Council noted that the **bank balance** as of 31st March was £139,800.93.

347/25 **Field purchase** – The Council noted that a small adjustment was made to the previously agreed legal and conveyancing fees, resulting in a net overspend of £60.40. No queries were raised.

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

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

VILLAGE MAINTENANCE

350/25 **Village Inspection Report** – Council noted the report from Cllr Goodman.

Cllr Bertholle to draft a letter to Stonewater regarding maintenance and dead trees at Star Ground, for the Clerk to send.

Cllr Fletcher to inspect the metal gate providing access to the Rec, near the Pavilion.

The Clerk to report the rusty sign on The Midlands via MyWilts, seek feedback from residents via the 'Holt in Wiltshire' Facebook group regarding any blocked gullies, and request a new bin near the shop from Wiltshire Council via My Wilts.

351/25 **Village Inspection:** Council noted 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:** The Council noted that Parish Steward visits are currently suspended as resources are being directed to pothole repairs but Parish 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 noted this month's report – details of which can be found on the Holt Parish Council website under 'Supporting Documents' for the April meeting.

Cllr Fox proposed a vote of thanks to the Caretaker, Mark Parsons, and his wife for clearing white material from the play area.

354/25 **Holt FC** – The Council heard that a group of councillors are due to meet with Holt FC the following week to discuss the proposal from Holt FC and then the full Council will be consulted.

356/25 **HSRC access request** – After discussion, including input from HSRC, the Council resolved by a majority vote to reject the current proposal, as it was not satisfied that the removal and reinstallation of fencing is the most cost-effective means of achieving access.

357/25 **HSRC footpath proposal around court 3** – Following discussion, including input from HSRC, the Council resolved by a majority vote not to support the proposal.

358/25 **Resurfacing of court 3** – After discussion, including input from HSRC, the Council resolved by a majority vote that resurfacing of Court 3 is not essential at this time. The matter may be revisited once S106 sports grant contributions have been received.

Following the above discussions, the Chair of HSRC suggested a meeting between the Parish Council and HSRC to discuss the working relationship.

359/25 **Broken bench at Holt Recreation Ground** – The Council heard that the Facilities working party have agreed to spend up to £500 on a replacement bench. The Facilities working party are to look at different bench options and come up with a proposal.

HIGHWAYS, FOOTWAYS AND FOOTPATHS

360/25 **Road closure** – The Council noted 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** – The Council noted 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** – The Council agreed to apply for LHFIFG funding for a replacement gate on Footpath 55. The Clerk to complete a form in time for the next LHFIFG meeting.

PROPERTY AND ASSETS

363/25 **Field purchase** – The Council noted 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** – The Council heard from the Clerk that an email had been received from Wiltshire Council earlier that day requesting further information before the matter can be progressed.

ADMINISTRATIVE

365/25 **Best Kept Village Competition** – The Council noted that as agreed at the January meeting, Holt has entered the 2026 BKVC, with initial judging taking place 11th May – 7th June. The Clerk to publicise on Facebook and share the poster on the village noticeboard.

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

367/25 **Items for Future Meetings** – No items were raised for the May meeting. However, the Council were reminded to be mindful of email correspondence and to limit circulation to those who need to be informed.

368/25 **Clerk leave** – The Council noted that the clerk will be on leave w/c 18th and 25th May, including the May Annual Council meeting. Cllr Bertholle has offered to take the minutes of the May Annual Council meeting, for the Clerk.

369/25 **Date of next meeting:** The Council noted that the Annual Parish Meeting will take place on Wednesday 29th April at 7:30pm in Holt Village Hall, with refreshments available from 7:15pm.

With no further business, the meeting closed at 21:35.