Holt Parish Council
The Village Hall, The Street, Holt, BA14 6QH Tel 07375 934468
Clerk: Charlotte Chappel

Notice of meeting
Full Council: Thursday 16th July 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
10th July 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.

A G E N D A

72/26 Welcome and to receive **apologies** for absence. *At the time of publication, apologies had been received from Cllrs Fletcher, Warran, Hendon and Goodman.*

73/26 To receive any **declarations of Pecuniary and Non-Pecuniary Interests** pertaining to agenda items for this meeting.

74/26 **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.

75/26 **Exclusion of the Press and Public:** The Clerk advises that the press and public should be excluded from agenda item 100/26 due to the confidential nature of matters to be discussed.
The Parish Council may exercise its right to exclude the public and press by resolution from a closed meeting pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.

76/26 **Wiltshire Councillor -** Council is asked to hear a report from Cllr Trevor Carbin.

PREVIOUS MEETING

77/26 **Previous meeting minutes:** To receive and sign the minutes of the meetings held on Thursday 18th June 2026.

PLANNING

78/26 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/2026/04158	4 CHESTNUT CORNER, HOLT, TROWBRIDGE, BA14 6TB	Consent under Tree Preservation Orders - Copper Beech tree - height reduction and crown reduction by 35%	25/07/2026
PL/2026/02943	Land off Trowbridge	Outline application (with all matters reserved except for access) for the erection of up to 224 residential dwellings (Class C3),	We have an extension to 17/07/2026

	Road, Bradford on Avon	72-bed care home (Class C2), with sports pitch provision, country park, allotments, landscaping and open space.	

79/26 **Decisions:** Council is asked to note the below decisions:

Application Reference	Address	Proposed Works	HPC Comments	Wiltshire Council Decision
PL/2026/01873	Bradleys farm, Bradley Lane, Holt, Trowbridge, BA14 6QE	Alterations to approved conversion (granted under 16/07636/FUL) to increase the floor area for one holiday let (unit one) (the previously consented holiday let units 2 & 3 will now not to be provided) instead, the remaining former stabling will be altered and used for garaging and storage.	No comment	Approve with Conditions
PL/2026/00457	243B Melksham Road, Holt, Trowbridge, BA14 6QW	Proposed Roof Alterations and Extensions	Comment - Holt Parish Council would like Wiltshire Highways to review the Construction Management Plan and undertake a site visit before this is determined.	Approve with Conditions
PL/2026/03185	4 CHESTNUT CORNER, HOLT, TROWBRIDGE, BA14 6TB	Lime tree - remove small limb Holly tree - fell	No objection	No objection

80/26 **Bewley Lawful Development Certificate** - Council to note the response submitted by the Planning Working Party in respect of PL/2026/03794 (Application for a Lawful Development Certificate).

81/26 **Whistle Mead Solar Farm Appeal (PL/2023/01914) -** Council to consider and approve the draft representation to the Planning Inspectorate.

82/26 **Redcliffe development street names –** Council to note that the development has been confirmed as *Breach Field* and consider the proposed street names.

83/26 **Bewley site -** Council is asked to hear any other update.

84/26 **Redcliffe site -** Council is asked to hear any other update.

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FINANCE

85/26 **Banking**

a. **Invoices** – Council is asked to approve payments for the below invoices this month - **£18.21 inc VAT.**

Payee	Description	Net	VAT	Gross
C Chappel	ChatGPT subscription	18.21	-	18.21

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.

Payee	Description	Gross
C CHAPPEL	ChatGPT expenses	17.90
DAVID HIND	NHP - Land Reg expenses	84.00
SCOTTISHPOWER	Pavillion electric	40.02
MARK PARSONS	Caretaker	90.00

ST ENVIRONMENT	Waste removal	42.80
EE LIMITED	Mobile phone line rental	24.00
PLACE STUDIO	NHP support	2124.00
MIJAN LTD	Easy PC – subs. 26-27	108.00
C CHAPPEL	Wages + WFH allowance	645.63

c. To note the bank balance as of 30th June was £93,830.76.

AREA BOARD

86/26 Council to receive an update from the Area Board meeting on 8th July.

HIGHWAYS

87/26 **White lines, The Midlands –** Council to consider a request for white lines near 121 The Midlands and whether to submit the proposal to LHFIG.

88/26 **Request for pedestrian guardrails** – Council to note correspondence received from a resident requesting pedestrian guardrails between The Midlands and the zebra crossing, consider whether to refer the request to LHFIG, and note that the Clerk is arranging for a representative involved with the School Travel Plan to attend a future meeting.

89/26 **TTROs -** Council to note the following TTRO's:

- Temporary Closure of B3108, Winsley for carriageway resurfacing works between 4th and 12th August 2026.
- Temporary Closure of B3107, Holt (TTRO 11725) for resurfacing works on the B3107 between Gipsy Lane and Stillman Close from 7th to 16th September 2026.

VILLAGE MAINTAINENCE

90/26 **Village inspection report -** Council to note the July inspection from Cllr Fletcher.

91/26 **Village Inspection -** Council is asked to note the rota for monthly inspections. Noting that in August the task falls to Cllr Fox. Councillors are asked to complete their inspections by the 8th of the month ahead of the parish stewards visit.

August – Cllr Fox	November – Cllr Learoyd
September – Cllr Hendon	December – Cllr Bloomfield
October – Cllr Bertholle	January 2027 – Cllr Siddall

92/26 **Parish Steward -** Council to note the Parish Steward's report from his July visit.
The Parish Steward will be visiting Holt on the following dates in 2026:
No visit during August, 9th and 10th September, 12th and 13th October, 10th and 11th November and 8th December.

FACILITIES

93/26 **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.

94/26 **HSRC access for Court 2** - Council to hear any update regarding how HSRC plans to access Court 2 and consider any further action.

95/26 **Holt FC agreement –** Council to consider the latest draft of the Holt FC agreement with a view to approving the document.

96/26 **Recreation Ground use policy** - Council to consider and adopt the draft policy for the use of the Recreation Ground.

97/26 **Replacement bench at Holt Recreation Ground -** Council to note that the Clerk spoke to a family member who has a preference for a wooden bench.

ADMINISTRATIVE

98/26 **Hearing assistance equipment** – Council to approve obtaining quotations for hearing assistance equipment, with costs and recommendations to be reported to the September meeting.

99/26 **Items for future meetings –** Council to consider any items for the September meeting.

100/26 **Confidential item** – Council to consider a confidential commercial matter.

101/26 **Date of next meeting -** Thursday 17th September – 7:30pm at Holt Village Hall.