

Minutes of the Ordinary Council Meeting of Holt Parish Council held on Thursday 18th June 2026 held in The Village Hall, starting at 7:00pm

Present: Cllrs Siddall, Fletcher, Upton, Wickes, Hendon, Fox, Learoyd, Warran and Bertholle.

In attendance: Cllr Carbin – Wiltshire Councillor.

Public Participation: The Council and residents received a detailed update on the findings from the recent community questionnaire, presented by David Hind, a member of the Neighbourhood Plan Steering Group. There were 11 residents in attendance, and a number of questions were raised following the presentation. Cllr Learoyd thanked residents for their support, and Cllr Siddall thanked David Hind for all his hard work. A member of the public spoke about his wish to run sports sessions on the Recreation Ground on a voluntary donation basis, with a trial planned over the summer holidays. The Council welcomed the proposal. The Clerk will put him in contact with Cllr Warran to liaise regarding the youth club.

PRELIMINARIES

39/26 Apologies were received from Cllrs Bloomfield and Goodman.

40/26 Cllr Learoyd made a declaration of **Non-Pecuniary Interest** in relation to planning application PL/2026/03491 and left the room whilst the Council discussed how to respond to the application.

41/26 No **dispensations** had been received.

42/26 There is **no requirement to exclude the press or public** from any of the items on the agenda.

43/26 **Council asset register** – The Clerk spoke through some changes she had made to the asset register since the 2024/2025 register. The Council approved the changes.

44/26 **Wiltshire Councillor** - Cllr Carbin mentioned that the Area Board meeting was due to take place on 24th June in Holt village hall.
He mentioned that a grant application had been received from HSRC for £5000.
Cllr Siddall raised concerns about the closure between Little Parks and Great Parks (agenda item 59/26), which Cllr Carbin said he will look into.

PREVIOUS MEETING

45/26 **Previous meeting minutes:** The minutes for the Ordinary meeting held on 21st May were approved by the Council.

PLANNING

46/26 Council considered the below **planning application and will comment as follows:**

Application Reference	Address	Proposed Works	Deadline for Comments	HPC Comments
PL/2026/02943	Land off Trowbridge Road, Bradford on Avon	Outline application (with all matters reserved except for access) for the erection of up to 224 residential dwellings (Class	26/06/2026 We have an extension until 17/07/2026	N/A

		C3), 72-bed care home (Class C2), with sports pitch provision, country park, allotments, landscaping and open space.		
PL/2026/03491	Holt Farm, Ground Corner, Holt, Trowbridge, BA14 6RT	Variation of Condition 2 (Approved plans and documents) of PL/2026/00705 to allow for changes to the mounting system and an increase in 1 panel	10/07/2026	Comment – The Council have concerns regarding the proposed height of the solar panels and the visual impact this could have on PROW HOLT16.

Cllr Wickes also updated the Council on the following planning matters:

- The appeal for the Whistle Mead Solar Farm (PL/2023/01914), which had been received since publication of the agenda. This will be discussed in more detail at the July meeting, ahead of the 21st July deadline for comments.
- Wessex Water's concerns regarding the Aldi planning application (PL/2025/07044) along Bradford Road, Melksham.
- The submission of a Lawful Development Certificate to confirm that outline planning permission PL/2022/03315, together with reserved matters approval PL/2025/04414, has been lawfully commenced at the Bewley site.
- The refusal of the application for a new agricultural building at Merkins Farm (PL/2026/03122).

47/26 **Decisions:** Council noted the decisions made by Wiltshire Council.

Application Reference	Address	Proposed Works	HPC Comments	Wiltshire Council Decision
PL/2026/02056	9 STARFIELD COURT, STATION ROAD, HOLT, TROWBRIDGE, BA14 6RD	T1 - Crown reduce Yew tree by up to 1.5m to leave a natural shape.	Support	Approve with Conditions
PL/2026/02244	THE RETREAT, BRADLEY LANE, HOLT, TROWBRIDGE, BA14 6QE	Goat Willow - Fell	No Objection	No Objection
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.	Comment	Approve with Conditions
PL/2026/00702	396 Ham Green, Holt, Trowbridge, BA14 6PX	Two storey rear extension	Comment	Approve with Conditions
PL/2025/08648	Land North of Melksham Road, Holt	Reserved Matters Application for appearance, landscaping, layout and scale for 55 Residential	Comment	Approve with Conditions

		Dwellings following Outline Planning permission ref PL/2024/05435		
PL/2026/01693	110A The Midlands, Holt, Trowbridge, BA14 6RG	Demolish existing lean-to laundry and erection of a single storey extension. New covered Entry porch, provide 2 No. bay windows/doors to Living Room, and to Bedroom 2, re-configure interior to contain new Utility Room. Convert existing stone garage into an annex for a flexible space (Bedroom/study/workshop)	No comment	Approve with Conditions
PL/2026/02699	PHOENIX HOUSE, 318 STATION ROAD, HOLT, TROWBRIDGE, BA14 6RD	008 Sycamore - Section fell to ground level	No Objection	No Objection

48/26 **Bewley site** – Cllr Wickes explained what a Section 73 planning application is and advised that the new developer will need to submit one.

49/26 **Redcliffe** – Cllr Wickes said that a pre-construction meeting will be needed to understand the build programme and keep residents updated. It was also noted that the legal purchase of the field is likely to take a few months, so a summer start on site is unlikely.

50/26 **Redcliffe street names** – Cllr Wickes explained the background to the street naming discussions. It was noted that names previously approved by the Council as possible site names are now being proposed by Redcliffe as street names. It was agreed that Cllr Siddall would write to Redcliffe explaining the Council's concerns and asking them to reconsider the site name before street names are discussed.

FINANCE

51/26 **Internal audit report** – the Council received the Internal Auditor's Report for the year ended 31st March 2026. The Clerk gave a brief overview of the areas identified for improvement.

52/26 **Annual Governance and Accountability Report (AGAR)** – the Council approved section 1 - Annual Governance Statement 2025/26.

53/26 **Annual Governance and Accountability Report (AGAR)** – the Council approved section 2 - Accounting Statements 2025/26.

54/26 **Exercise of public rights** – the Council approved the period for the exercise of public rights and authorised the publication of the Notice of Public Rights and associated AGAR documents. The period will run from 1st July 2026 to 11th August 2026.

55/26 **Banking**

1. **Invoices** – the Council approved the below invoice for payment - **£17.90 inc VAT**.

Payment Authority	Payee	Description	Net	VAT	Gross
LGA 1972 s.111	C Chappel	ChatGPT subscription	17.90	-	17.90

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

Payment Authority	Payee	Description	Gross
LGA 1972 s.111	C CHAPPEL	ChatGPT expenses	17.82
LGA 1972 s.111	HOLT MAGAZINE	Clerk yearly subscription	10.00
Open Spaces Act 1906 s.10	JRB ENTERPRISE LTD	Dog waste bags	76.68
Open Spaces Act 1906 s.10	J S FLETCHER	Bin bag expenses	25.47
LGA 1894 S.8(1)(i)	MARK PARSONS	Caretaking	112.50
HA 1980 s.100	P EYERS	Grass cutting	390.00
LGA 1894 s.8(1)(i)	SCOTTISH POWER	Pavillion electric	40.02
Open Spaces Act 1906 s.10	ST ENVIRONMENT	Waste removal	24.20
LGA 1972 s.111	EE LIMITED	Mobile phone line rental	24.00
LGA 1972 s 112(2)	C CHAPPEL	Wages + WFH allowance	645.63
LGA 1894 s.8(1)(i)	WATER2BUSINESS	Pavillion water use (14/11/25 - 11/05/26)	124.82

3. The Council noted the **bank balance** as of 31st May was £97,433.75.

NEIGHBOURHOOD PLAN

56/26 No further update was needed.

HIGHWAYS

57/26 **LHFIG** - Cllr Siddall advised that he and Cllr Hendon had attended the recent LHFIG meeting. At the meeting, he presented the issues in Holt identified by Cllr Wickes, which will now be costed and brought back to the next LHFIG meeting.

Cllr Siddall also updated the Council that he had again raised the dangerous Forewoods Common junction, but no conclusion was reached.

The Council was informed that Holt's substantive bid for improvements on The Common was unsuccessful on this occasion but narrowly missed out. The Parish Council has been encouraged to resubmit the bid at the next LHFIG meeting.

58/26 **White lines around the village** – The Council considered proposals for white lines at the entrance to Leigh Road and on a narrow section of Ham Green. It was agreed that these requests would be taken to the next LHFIG meeting.

The Clerk will follow up with a resident on The Midlands to clarify a request made to Cllr Carbin regarding white lines, with a view to taking the proposal to a future LHFIG meeting if appropriate.

59/26 **TTRO's**. The Council noted the following TTRO's:

- Temporary Closure of: B3107 (Part), Holt. From its junction with Little Parks to its junction with Great Parks. This Order will come into operation on 27 July 2026 and the closure will be required between the hours of 09:30 and 15:30 for 5 days.
- C224 (Part), Holt; from its junction with B3107 Bradford Road to the property known as Number 46 Leigh Road. These works will commence on 6th July 2026 at 9am and are anticipated to be required for 3 days .

VILLAGE MAINTENANCE

60/26 **Village inspection report**: The Council noted the June inspection from Cllr Warran.

Facilities will speak to a local painter about treating and repainting the white railings around Ham Green. The Clerk will contact Wiltshire Council Highways regarding the build-up of detritus beneath the railings. The Clerk will also contact The Courts to request that overgrown vegetation along The Walk is cut back, noting that some work cannot be carried out until the bird nesting season has ended. The Clerk will also speak to the Parish Steward about clearing weeds along the opposite side of The Walk.

- 61/26 **Village Inspection:** The Council noted the rota for monthly inspections. Noting that in July the task falls to Cllr Fletcher.

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

- 62/26 **Parish Steward:** The Council noted the Parish Steward's report from his June visit. The Parish Steward will be visiting Holt on the following dates in **2026:**
9th and 13th July, no visit during August, 9th and 10th September, 12th and 13th October, 10th and 11th November and 8th December.

FACILITIES

- 63/26 **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.* Cllr Fox spoke through the report. The main points are below, and a copy of the report can be found under the supporting documents for the June meeting.
- 64/26 **HSRC** – Cllrs Fox and Fletcher will speak to HSRC regarding the request for access through the play area for the Court 2 floodlight replacement works and raise the Council's concerns. They will provide an update at the July meeting.
- 65/26 **Holt FC agreement** – Cllr Fox spoke through the amended draft agreement for the 2026/27 season. The Council approved the agreement.
- 66/26 **Replacement bench at Holt Recreation Ground** – The Council received details of recycled plastic and teak bench options. It was agreed that the Clerk would speak to the son of the family whose memorial bench it is to discuss which option they would prefer.

ADMINISTRATIVE

- 67/26 **Request from Holt School Association** – The Council approved the HSA's request to hold the Happy Circus event, together with a bar and BBQ, on the Recreation Ground on 3rd July 2027. The HSA may use the Pavilion toilets and, subject to permission being obtained, the Bowls Club toilets.
- 68/26 **Email re Wiltshire Council Bus Infrastructure Plans** – Cllr Learoyd volunteered to attend the Teams meeting.
- 69/26 **Councillor Fundamentals Course** – The Council approved attendance at the WALC Councillor Fundamentals course for any councillors wishing to attend, at a cost of £40 plus VAT per councillor.
- 70/26 **Items for future meetings** – no items were raised for the July meeting.
- 71/26 **Date of next meeting** - Thursday 16th July – 7:30pm at Holt Village Hall.

With no further business, the meeting ended at 9.35pm.