
Holt Neighbourhood Plan Steering Group

Minutes of Meeting Held via Zoom on Monday, 2 February 2026 at 10:00am

Present: Robert Chequer, Nigel Fox, Kate Learoyd, Lisa Wickes, David Hind, Joy Bloomfield, Steve Siddall

1. Election of Chair for the Meeting

In accordance with the group's governance arrangements, Kate Learoyd was elected Chair for the meeting.

2. Apologies for Absence

Apologies were received from Tracey Dunn, Martin Moyes and Sarah Pettitt.

3. Minutes of the Last Meeting

The minutes of the meeting held on Friday, 12 December 2025 were reviewed and approved.

4. Report on Issues with Wiltshire Local Plan

The group discussed the continued delay to the Wiltshire Local Plan and its implications for the Holt Neighbourhood Plan.

- It was noted that the Wiltshire Local Plan timetable has been extended, with potential alignment now expected later than originally planned (possibly mid-2027).
 - Concerns were raised regarding increased housing allocation expectations across the county.
 - The group acknowledged uncertainty around future housing requirements for Holt.
 - It was agreed that:
 - Work on the Neighbourhood Plan should continue, particularly in areas not directly dependent on the Local Plan.
 - Submission of the Plan should be delayed until there is greater clarity from Wiltshire Council.
 - Evidence gathering (e.g. flooding, traffic, green spaces) should continue to strengthen the Plan.
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5. Review of Community Engagement Work

The group reviewed progress on engagement activities and agreed next steps.

Questionnaire and Outreach:

- The questionnaire deadline has been extended to 1 May 2026.
- Additional promotion is planned via:
 - Village Magazine (February edition)
 - Social media updates
 - Leaflet distribution to all households
- Paper copies of the questionnaire will be distributed more widely, including via direct engagement.

Leaflet Distribution:

- A coordinated leaflet drop will be undertaken using updated mapping.

- Stickers will be added to existing leaflets to reflect the revised deadline.

Engagement with Groups and Businesses:

- Contact to be made with village organisations and local businesses to encourage participation.
- Attendance at local group meetings to explain the Neighbourhood Plan process was agreed.

Workshops:

- The group discussed holding topic-based workshops (e.g. traffic, parking, environment).
- Consideration to be given to:
 - Scope and outputs of workshops
 - Potential need for independent facilitation

General Observations:

- Response rates remain a concern; however, it was noted that typical engagement levels for such initiatives are relatively low.
- Incentives and increased visibility may help improve participation.

6. Potential Assistance from Centre for Sustainable Energy

The group discussed a potential offer of support from the Centre for Sustainable Energy.

- Concerns were raised about:
 - The independence and neutrality of externally provided consultancy.
 - The intended ownership and use of outputs from any commissioned work.
- It was agreed that:
 - Clarification is required on the scope, outputs, and beneficiaries of the proposed support.
 - Any engagement must ensure the Steering Group retains control and neutrality.
- Kate to follow up to obtain further details.

7. Any Other Business (AOB)

Traffic and Speed Monitoring:

- Recent speed gun checks indicate most vehicles travel within 25–30 mph, with some higher-speed incidents noted.
- Further checks to be conducted at peak times to build a more comprehensive dataset.
- Issues relating to parked cars and pedestrian safety were also noted.

Flooding Data:

- Action ongoing to obtain records of road flooding incidents and closures.

Neighbourhood Plan Progress:

- Agreement to maintain momentum and continue developing evidence and policy areas.
- Suggestion to share draft materials on the Parish Council website to demonstrate progress.

Wiltshire Council Briefing:

- Attendance planned at the Neighbourhood Planning briefing in March.
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8. Date of Next Meeting

The next meeting will be arranged following the Wiltshire Council briefing.

Preferred method: Zoom
