

Notice of meeting
Full Council: Thursday 15th October 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 (Admission to Meetings) Act 1960, s.1, as extended by the Local Government 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 by email at clerk@holtparishcouncil.gov.uk or by phone on 07375 934468.

Charlotte Chappel - Parish Clerk
11th October 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

136/26 – Welcome and to Receive Apologies for Absence. At the time of publication, no apologies had been received.

137/26 – Declarations of Interest – To receive any declarations of Pecuniary and Non-Pecuniary Interests pertaining to agenda items for this meeting.

138/26 – 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.

139/26 – Wiltshire Councillor – Cllr Trevor Carbin has advised that he will be unable to attend the meeting.

PREVIOUS MEETING

140/26 – Previous Meeting Minutes – To receive and sign the minutes of the Ordinary Meeting held on Thursday 17th September 2026.

PLANNING

141/26 – Planning Applications – Council is asked to consider the following planning applications.

Application Reference	Address	Proposed Works	Deadline
PL/2026/00089	United Reformed Church, The Street, Holt, BA14 6RS	Amended plans – photovoltaic array and battery storage, access ramp, alterations to doors and windows, cycle stands and associated works	Extension granted until after meeting
PL/2026/06373	98 The Street, Holt, Trowbridge, BA14 6QH	Reduce apple tree crown by 2m in all directions and remove deadwood	30/10/26
PL/2026/06187	330 The Street, Holt, Trowbridge, BA14 6QH	Reconstruction of part of the existing boundary wall	02/11/26

142/26 – Wiltshire Council Planning Decisions – Council is asked to note the following decisions.

Application Reference	Address	Proposed Works	Decision
PL/2026/05202	119 The Midlands, Holt, Trowbridge, BA14 6RG	Willow pollarding	No Objection

PL/2026/05061	The Courts, The Walk, Holt, Trowbridge, BA14 6RR	Various tree works	No Objection
PL/2026/04793	Marlborough House, 67 Ham Green, Holt, Trowbridge, BA14 6PY	Bramley apple tree crown reduction by 50%	No Objection

143/26 – Aldi Planning Application (PL/2025/07044) – Council to consider and agree further comments following Wiltshire Council Highways response.

144/26 – 325 Station Road Planning Application (PL/2026/05732) – Council to note that a response of ‘No objection’ was submitted following consultation with councillors by email.

145/26 – Whistle Mead Solar Farm Appeal – Council to receive any update following the appeal hearing.

146/26 – Bellway and Redcliffe Developments – Council to receive any updates.

FINANCE

147/26 – Banking

1. Invoices/Expenses for Approval – Council is asked to consider and approve the following payments. Total - £116.07 gross.

Payee	Description	Gross
Holt Village Hall	Invoice HVH-2026-0339 – Meeting room hire June, July and September 2026	£97.89
Charlotte Chappel	ChatGPT subscription expenses	£18.18

2. Payments Made – Council is asked to note the following payments made.

Payee	Description	Gross
P Eysers	Grass cutting	£760.00
ScottishPower	Electricity - Pavilion	£40.02
Mark Parsons	Caretaking	£82.50
EE Limited	Clerk mobile phone DD	£24.00
ST Environmental	Waste removal	£62.60
PKF Littlejohn LLP	External audit costs	£504.00
C Chappel	Salary + WFH allowance	£645.63
Director Payroll Ltd	Payroll services	£127.80
C Chappel	Expenses	£69.45
WALC	Councillors' Course – Cllr Bloomfield	£48.00
Bank	Service charges	£4.25
HMRC	Employers NI (July and Aug) – C Chappel	£68.48

3. Bank Balance – Council to note the bank balance of £106,872.62 as at 30th September 2026.

4. Precept 2026/27 – Council to note receipt of the second precept instalment of £19,000.

5. Budget Monitoring 2026/27 – Council to receive and review the budget monitoring report to 30th September 2026.

148/26 – AGAR 2025/26 – Council to receive and note Section 3 of the Annual Governance and Accountability Return.

HIGHWAYS

149/26 – LHFIG – Council to note that the next LHFIG meeting has been rescheduled to 26th October 2026.

150/26 – Temporary Footpath Closure – HOLT55 – Council to note the temporary closure of HOLT55 from 28th October 2026 for approximately three days for cabling works.

VILLAGE MAINTENANCE

151/26 – Village Inspection Report – Council to note Cllr Bertholle's October Village Inspection Report.

152/26 – Village Inspection Rota – Council to note the forthcoming inspection rota:

November 2026 – Cllr Learoyd
December 2026 – Cllr Bloomfield
January 2027 – Cllr Siddall

153/26 – Parish Steward – Council to note the Parish Steward's report from his October visit and forthcoming visits on 10th and 11th November and 8th December 2026.

FACILITIES

154/26 – Facilities Working Party – Council to note the Facilities Working Party's monthly report.

155/26 – Play Area Surfacing – Council to discuss the condition of the play area surfacing, maintenance responsibilities and budget provision, and agree any further investigation or action required.

156/26 – Holt Bowls Club Lease Extension – Council to consider and approve a 12-month extension to the existing lease.

PROPERTY

157/26 – Copse Farm / Long Ground Field Agreement – Council to consider and approve the agreement for Copse Farm's use of Long Ground.

FLOODING

158/26 – Flood Plan – Councillors to confirm their availability and willingness to assist in the event of a flood emergency.

159/26 – Watercourse Management - Council to consider the proposed riparian responsibilities letter and a riverbank walk to identify potential maintenance issues.

ADMINISTRATIVE

160/26 – Parish Council Office Space – Holt Village Hall – Council to consider and approve the Village Hall Committee's offer for use of office space for three hours per month at £25 per month, payable six months in advance.

161/26 – Hearing Assistance Equipment – Council to consider quotations and options for hearing assistance equipment for Parish Council meetings and agree next steps.

162/26 – Best Kept Village Competition 2026 – Council to consider and agree how to spend the £300 prize money.

163/26 – December 2026 and January 2027 Meeting Dates – Council to consider the proposed meeting dates of 10th December 2026 and 14th January 2027.

164/26 – The People's Emergency Briefing – Council to consider a resident's request for the Parish Council to host a showing of The People's Emergency Briefing.

165/26 – Items for Future Meetings – Council to consider any items for the November meeting.

166/26 – Date of Next Meeting – Thursday 19th November 2026 at 7.30pm at Holt Village Hall.