

**Minutes of the Annual General Meeting of Holt Parish Council 24th May 2023 at 7pm
HOLT PARISH HALL**

01	<p>Election of Chairman for 2023-2024</p> <p>CLlr Guy Reynolds proposed CLlr Jonathan Cutts as Chairman for the forthcoming year. Seconded by CLlr Geoff Chopping. Resolved unanimously.</p>
02	<p>Election of Vice Chairman for 2023-2024</p> <p>CLlr Jackie Egan proposed CLlr Guy Reynolds as Vice-Chairman for the forthcoming year. Seconded by CLlr Celia Moore. Resolved unanimously.</p>
03	<p>Declaration of Acceptance of Office</p> <p>The Chairman & Vice Chairman duly accepted their roles for the forthcoming year and to sign the Declaration of Acceptance of Office.</p> <p>CLlr Geoff Chopping offered a big vote of thanks to the out-going Chairman, CLlr Celia Moore who thanked members for all their support over the past 2 years.</p>
04	<p>Attendance & Apologies</p> <p>CLlr Geoff Chopping CLlr Jonathan Cutts (Chairman) CLlr Jackie Egan CLlr Wrettham Ladbrooke-Chartres CLlr Celia Moore CLlr Guy Reynolds (Vice-Chairman) CLlr Janet Wallace</p> <p>CLlr Robin Cook (Dorset Councillor Stour & Allen Vale Ward) Lisa Goodwin (Clerk)</p> <p>4 members of public present.</p> <p>Apologies received from:</p> <p>CLlr Peter Finney has requested a leave of absence due to health treatment which members resolved unanimously to accept.</p>
05	<p>Application for Co-option to fill vacancy</p> <p>Members have considered an application to fill the current vacancy, it was proposed by CLlr Jonathan Cutts to co-opt Mrs Sarah Weaver from Holtwood, seconded by CLlr Wrettham Ladbrooke-Chartres. Resolved unanimously.</p>

06	<p>Presentation of Special Recognition Award</p> <p>On behalf of the Parish Council, Cllr Robin Cook presented Natalie Harper with her ‘Special Recognition Award’ and Voucher for her actions of bravery and kindness in assisting the residents of Post Cottage, Holt Green when their cottage caught fire earlier this year.</p>
07	<p>Appointment of Representatives for the coming year</p> <p>DAPTC (JW & JE) Parish Hall Committee (tba) Emergency Planning Officers (JC/PF/LG) Rights of Way Officers (PF/SW/JE) Tree Officer (JC) Neighbourcare Transport Scheme (AK) SID Officers (PF/JC/GC) Health & Safety Officer (WLC) Flood Warden (PF/GR) Staffing Committee (CM/WLC/PF) St Margarets & Stones Almshouses (JC)</p>
08	<p>Annual Reports</p> <p>The Annual Report from the Chair of Governors for St James School has been circulated in advance of the meeting. <i>This nice report has been noted by members, and Cllrs Janet Wallace and Jackie Egan who visited recently were impressed with improvements to the school.</i></p> <p>Members have received a copy of the Annual Report for the Holt Neighbourcare Scheme. <i>Noted, no comments.</i></p>
09	<p>Declarations of Interest & Requests for Dispensation</p> <p>None.</p>
10	<p>Dorset Councillors Report – Please see Appendix A for Cllr Robin Cook’s report which was circulated to members in advance of the meeting.</p> <p>Cllr Robin Cook congratulated Cllr Jonathan Cutts on his appointment as Chairman and thanked the out-going Chairman, Cllr Celia Moore for her support.</p> <p>Members requested the Clerk circulate relevant items in Cllr Cook’s report on the HOLT Together E-Network for resident’s information.</p>
11	<p>Confirm the Minutes of the Meeting held 19th April 2023</p> <p>The minutes of the meeting held <u>19th April 2023</u> were confirmed and signed by the Chairman.</p>

12	<p>Matters Arising (not included on the agenda) from the meeting held 19th April 2023</p> <p>None.</p>
13	<p>Public Open Session</p> <p>No members of public remaining.</p>
14	<p>Planning Applications & Enforcement Matters</p> <p>P/HOU/2023/02278 Gods Blessing Cottage, Gods Blessing Lane, BH21 7DE Proposal: Demolish existing conservatory and erect single storey extension. Members resolved unanimously to respond with NO OBJECTION to the proposal.</p> <p>P/CLP/2023/02531 The Tuscans, Holtwood, BH21 7DX Proposal: Garage under permitted development. This is a Certificate of Lawful Use Proposed. <i>Noted, no comments.</i></p> <p>P/PAAC/2023/02530 Broomdown Barn, Broomhill, BH21 7AR Proposal: Change of use of Agricultural Building to 1 dwelling house (C3) and for building operations reasonably necessary for the conversion. This is a request for Dorset Council to determine whether or not prior approval is required for the proposal. <i>Noted, no comments.</i></p> <p>P/CLP/2023/02443 Heatherlands, Burts Lane, BH21 7JX Proposal: Erect single storey side extension. This is a Certificate of Lawful Use Proposed. <i>Noted, no comments.</i></p> <p>P/TRT/2023/02162 Trelawny, Holt Lane, BH21 7DQ Proposal: Fell 1 Ash Tree to ground level. Notified for information purposes only. <i>Noted.</i></p> <p>P/FUL/2022/02549 Notification of Appeal against the refusal of Dorset Council to erect a timber constructed building for forestry/agricultural use on Land at Queens Copse, Holtwood, BH21 7DU. <i>Noted, no further comments to add.</i> Written representations must be submitted to the Planning Inspectorate by 26 May 2023.</p> <p>P/FUL/2021/05700 Notification of Appeal against the refusal by Dorset Council to make improvement works to an existing agricultural track (it includes the provision of 4 passing bays) and the mixed use of the track by both agricultural vehicles and those associated with any planning permission granted at Grange Farm, BH21 4HX. <i>Noted, no further comments to add.</i> Written representations must be submitted to the Planning Inspectorate by 26 May 2023.</p> <p>P/FUL/2022/00922 Notification of Appeal against the refusal by Dorset Council for demolition of existing double garage and erection of single dwelling at Adj. Little Orchard, Gaunts Common, BH21 4JR. <i>Noted, nor further comments to add.</i> Written representations must be submitted to the Planning Inspectorate by 22 June 2023</p>
15	<p>Cemetery Matters</p> <p>Members arranged to complete the cemetery inspection at 6pm on Wednesday 28 June 2023.</p>

16	<p>Highways</p> <p><u>Highways Working Group</u></p> <p>Members resolved unanimously to proceed with 4 speed surveys to support speed limit requests at Holt Lane, Holt Road and Horseshoes Crossroads @ £775.00 + VAT Cllr Robin Cook is kindly arranging a meeting with the Lead Member of Dorset Council for Highways and Highway Officers with the Parish Council Working Group to help move requests forward and to address concerns raised by residents of Holtwood. It is hoped to report fully to Parish Council next month.</p> <p><u>Fingerposts</u></p> <p>Members considered the estimates from Normtec to refurbish the two traditional Fingerposts at Pheasants Rise and Broadbridge totalling £1364.62 which includes a grant of £400.00 from the AONB and a further grant of £400.00 from the CPRE. It was resolved unanimously to proceed with the required works.</p> <p><u>Other Matters</u></p> <p>Clerk to establish ownership of Paradise Lane as it is deeply potholed making access difficult to collect a resident who uses Neighbourcare Transport.</p>
17	<p>Rights of Way Matters</p> <p>No matters to report.</p>
18	<p>Correspondence – circulated to members in advance of the meeting</p> <ul style="list-style-type: none"> • Formal notification from Dorset Council of the Reorganisation of Community Governance for Colehill & Holt from May 2024. Holt will incorporate the Furzehill Ward with 2 additional councillors. • Letter of thanks from Holt Village Hall for the donation from the Parish Council for the ‘goody bags’ to celebrate the Kings Coronation event on 7th May which was very successful and well attended. • Request for planning evidence from NALC to produce a case study document. <i>Noted.</i> • Dorset Council consultation on proposed guidance for planning for climate change running until 08 June 2023. View the draft documents and comment online at: www.dorsetcouncil.gov.uk/planning-for-climate-change <i>Noted, no comments.</i> • Dorset Council has published monitoring information relating to developer contributions from the Community Infrastructure Levy and S106 Legal Agreements. <i>Noted, no comments.</i>
19	<p>Financial Matters & Expenditure</p> <p>Members considered the Accounts for y/e 31 March 2023:</p> <ul style="list-style-type: none"> • Members reviewed Spend against Budget for the year. • Members received and noted the Internal Audit Report from which there were no matters arising. • Members completed and approved the Annual Governance Statement. • Members approved the Accounting Statement.

	<ul style="list-style-type: none"> • Members approved the Certificate of Exemption from a limited assurance review as neither gross income or expenditure exceeded £25,000. • It was proposed by Cllr Janet Wallace, seconded by Cllr Geoff Chopping to transfer monies to the NS&I savings account to hold an amount to match the earmarked reserves of £20,310.00. Resolved unanimously. • Members approved the Annual Insurance Premium Renewal of £524.37 for payment. • Members approved the following items for payment including the Clerk’s salary: <table border="0" data-bbox="228 495 1505 613"> <tr> <td>ONLINE Wheeler Brown</td> <td>Payroll Services to March 2024</td> <td>£216.00</td> </tr> <tr> <td>ONLINE Holt Village Hall</td> <td>Hire of Hall for APM 13 March 2024</td> <td>£35.00</td> </tr> <tr> <td>ONLINE Clerk</td> <td>Reimbursement for Battery for SID</td> <td>£60.06</td> </tr> <tr> <td>ONLINE Clerk</td> <td>Reimbursement for Voucher for Award</td> <td>£50.00</td> </tr> </table>	ONLINE Wheeler Brown	Payroll Services to March 2024	£216.00	ONLINE Holt Village Hall	Hire of Hall for APM 13 March 2024	£35.00	ONLINE Clerk	Reimbursement for Battery for SID	£60.06	ONLINE Clerk	Reimbursement for Voucher for Award	£50.00
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<p>20</p>	<p>Information for Report only</p> <ul style="list-style-type: none"> • Cllr Geoff Chopping asked members to consider that Holt will need a noticeboard at Furzehill from May 2024 and could perhaps utilise the BT Box for this and a map of Rights of Way. • The next meeting of the Parish Council will be in Holt Parish Hall, <u>28th June 2023 at 7pm</u> 												

Meeting closed 20:29

These minutes are to be signed by the Chairman after approval at the next meeting of the Parish Council.

Signed: **28th June 2023**

Appendix A

New funding round launched

Grants of up to £5,000 are available for projects that bring communities across Dorset together.

If you're looking to kickstart a new project that will make a difference for people in your community, round 5 of the Community and Culture Project Fund has now re-opened. The grants, which are managed by Dorset Council, welcome applications for projects and events for community, arts, accredited museums, heritage, sport, youth, play and physical activity.

Last year the grants supported a wide range of local projects including arts and crafts, physical activities, sports clubs, warm spaces, foodbanks, lunch clubs and cost of living support for childcare places.

Not for profit groups who meet our funding criteria are welcome to apply for the grant, which can fund up to £5,000 towards a project that will have a social impact and support local communities and hard to reach groups.

You can find out more about eligibility, and how to apply on the [Dorset Council website](#), and the closing date for applications is **Sunday 7th July at midnight** and decision letters will be sent to all applicants at the end of July.

Household Support Fund update

The Household Support Fund (HSF) will re-open for applications on 6th June 2023 for low-income households in the Dorset Council area. The support will be in the form of supermarket vouchers. Citizens Advice will be allocating this fund on behalf of Dorset Council and vouchers will be issued to residents who meet the eligibility criteria within 6 – 8 weeks of the application. Dorset Council households will be able to apply if they have an annual household net income of less than £30,000 and savings of less than £16,000 and **not applied** for a previous HSF payment within the last 6 months.

Calculations for the annual net income should not include Personal Independence Payments, Disability Living Allowance, Attendance Allowance, Carers Allowance or Child Benefit. Applications are limited to one per household. Funds are limited for each window and the form will close when they have been allocated. The April window opened and closed on the same day, so please get in touch as soon as possible once the form opens. If applicants need help completing the form, they can telephone Customer Services on 01305 221000.

Roads Maintenance

As part of our maintenance program, several roads in the area are being given an 'early life intervention' to keep them in good condition. We do this through road preservation, a preventative treatment which stops water ingress and surface deterioration. This prevents more damage that ultimately leads to potholes. Road closures with diversions will be in place during the overnight work, along with parking restrictions where applicable, so please be patient.

Potholes

Dorset Council was given a £2,914,000 slice of the £200 million budget set aside by Chancellor Jeremy Hunt during his Spring Budget, Dorset Council monitors approximately 2,400 miles of road.

Parking Fines

The Police and Crime Commissioner and the Leader of Dorset Council recently wrote to the Transport Minister asking them to consider increasing parking fines particularly in rural and seaside areas. Currently they are low

in comparison to London and other big cities - such that holidaymakers sometimes abandon their cars and view the £25 fine as worth it. In areas locally such as Pamphill, and Lulworth of course, this has caused severe disruption and has prevented emergency vehicles from getting through.

Home Upgrade Grant (HUG) scheme

Dorset Council, BCP Council and Public Health Dorset have been awarded £4,343,000 by central government to upgrade homes and off-grid households with energy efficiency measures as part of the Home Upgrade Grant (HUG) scheme.

The HUG scheme will provide energy efficiency upgrades and low carbon heating via local authority funding, to households in England that are low income, off the gas grid or have an Energy Performance Certificate (EPC) between D and G. You can find more information about the funding on the gov.uk website.

Recycling Barbecues

Litter Free Dorset is working with Southern Co-op and W&S Recycling to dismantle and recycle 8,000 disposable barbecues as a reminder of how destructive they can be to the environment. A display of disposable barbecues for sale weighing in at over seven tonnes were taken off the shelves following the devastating heathland fires of 2022 and campaigns from Litter Free Dorset (LFD) and the Urban Heaths Partnership supported by Dorset Council.

Portland Barge

Dorset Council and Dorset Police have set out their shared position on the Home Office's plans to house asylum seekers on a barge in Portland Port later this year.

The organisations have questions about the proposal that remain unanswered and continue to seek clarity from the Home Office on plans. Both agencies have statutory responsibilities to ensure minimal impact on local services, should the Home Office's plan go ahead. We are still waiting for answers to questions from the Home Office.

Car Parking Machines upgrade

All our car park and on-street pay and display machines are to be replaced. Replacement of the machines is expected to complete by mid-July, with the new machines offering improved reliability and a consistent user experience.

The machines will provide customers with a range of payment options, including cash, card, Apple Pay, Google Pay, and an online app. Wi-Fi will also be improved in car parks with weak phone signals, ensuring smoother transactions. The payment facilities and display screens will at a height suitable for wheelchair users.

King's Coronation Party

The Forget me Not Café based in Wimborne town centre is holding a King's Coronation Party on Sunday 11th June 2023 at Holt Village Hall from 11am to 3pm. A free of charge event it is aimed particularly at those living with dementia, or dependent elderly persons, who would enjoy some company at what promises to be a convivial event. They have a few invitations left and entertainment and food and drink is included. In addition, a cream tea will be provided for everyone to take home. The organisers have full DBS and the only thing they are unable to do is look after them, they will need to be accompanied by a carer or other responsible person.

The event is by invitation only, details from tinaspicer59@gmail.com

Cllr Robin Cook

24th May 2023