

**Minutes of the ANNUAL Meeting of Holt Parish Council 15<sup>th</sup> May 2024 at 7pm  
HOLT PARISH HALL**

<b>187</b>	<p><b>Appointment of Chair 2024-2025</b></p> <p>It was proposed by Cllr Wrettham Ladbrooke-Chartres and seconded by Cllr Janet Wallace to appoint Cllr Jonathan Cutts as Chair for the forthcoming year. RESOLVED unanimously.</p>
<b>188</b>	<p><b>Appointment of Vice-Chair 2024-2025</b></p> <p>It was proposed by Cllr Janet Wallace and seconded by Cllr Jonathan Cutts to appoint Cllr Guy Reynolds as Vice-Chair for the forthcoming year. RESOLVED unanimously.</p>
<b>189</b>	<p><b>Declaration of Acceptance of Office</b></p> <p>All elected members have completed their Declaration of Acceptance of Office prior to this meeting.</p>
<b>190</b>	<p><b>Attendance &amp; Apologies</b></p> <p>Cllr Geoff Chopping Cllr Jonathan Cutts Cllr Peter Finney Cllr Wrettham Ladbrooke-Chartres Cllr Guy Reynolds Cllr Janet Wallace Cllr Sarah Weaver</p> <p>Lisa Goodwin (Clerk) 7 members of public present</p> <p>Apologies received from:</p> <p>Cllr Jackie Egan Cllr Geoff Pike Cllr Will Chakawhata (Dorset Councillor Stour &amp; Allen Vale Ward)</p>
<b>191</b>	<p><b>Co-option of Candidates for Vacancies</b></p> <p>There is currently one vacancy to represent Holt Ward and one to represent Furzehill Ward. No applications received, however there are two expressions of interest in the role.</p>
<b>192</b>	<p><b>Declaration of Interests &amp; Requests for Dispensation</b></p> <p>None.</p>

193	<p><b>Standing Orders &amp; Financial Regulations</b></p> <p>Members confirmed the existing Standing Orders and Financial Regulations for the new term of office. The Clerk advised that NALC have produced new model Financial Regulations and these will be reviewed for adoption.</p>
194	<p><b>General Power of Competence</b></p> <p>Members resolved unanimously to adopt the General Power of Competence having met the criteria with more than two-thirds of members having been elected and a qualified Clerk in post. RESOLVED unanimously.</p>
195	<p><b>Dorset Councillors Report</b></p> <p>Please see <b>Appendix A</b> for Cllr Will Chakawhata's report which was circulated to members in advance of the meeting. The Chair briefed members of the public on the content of the report.</p>
196	<p><b>Confirm the Minutes of the Meeting held 17<sup>th</sup> April 2024</b></p> <p>The minutes of the meeting held <u>17<sup>th</sup> April 2024</u> were amended on page 359 item 179; page 361 item 186 and subsequently confirmed and signed by the Chair.</p>
197	<p><b>Matters Arising (not included on the agenda) from the meeting held 17<sup>th</sup> April 2024</b></p> <p>None.</p>
198	<p><b>Public Open Session</b></p> <ul style="list-style-type: none"> <li>• A Furzehill resident asked members to obtain clarification on the proposed development of the former East Dorset Council Offices as there are rumours about its future use. <i>The Clerk will contact the relevant Dorset Councillor for an update for next meeting.</i></li> <li>• A resident interested in the vacancy for Councillor for Holt ward attended the meeting as they have an interest in the community and to help in any way.</li> <li>• Two residents expressed their interest in the Parish Council's response to the consultation on the sale and development of Holt St James Church.</li> <li>• The applicant for P/FUL/2024/02329 provided information to members on the proposal; this application proposes the replacement dwelling is moved on the plot closer to Bakers Lane and is therefore able to use the existing access. This proposal would be far better than the conversion of the existing building which has planning approval.</li> </ul>
199	<p><b>Planning Applications &amp; Enforcement Matters</b></p> <p><b>P/FUL/2024/02329 KINGSETTLE LODGE, HOLTWOOD, BH21 7DR</b> Proposal: Demolish barn and outbuilding and erect a replacement dwelling.</p>

	<p>Members resolved unanimously to OBJECT to the proposal. Whilst members acknowledge the benefits of this proposal to the surroundings; the new position of the dwelling and change to the proposed access, the Parish Council still considers the previous refusal relevant including the impact on the openness of the Green Belt.</p> <p><b>P/FUL/2024/01710 LORMAH, CARTRIFFE &amp; SEFA, HARTS LANE, BROOMHILL, BH21 7DF</b> Proposal: Demolish existing 3 dwellings and erect 3 new dwellings. Whilst not objecting to the redevelopment of the site, members resolved unanimously to OBJECT to this proposal. The proposal is an overdevelopment of the site. In this elevated position, the suburban design is out of keeping in the street scene and would change the rural character of the area.</p> <p><b>P/HOU/2024/02063 NIGHTINGALES, PILMOOR BOTTOM, BH21 7EA</b> Proposal: Raise roof to create first floor. Single storey side, front and rear extensions and erect entrance canopy. Demolish existing conservatory, garage, utility room, stores and plant room. Members resolved unanimously to respond with NO OBJECTION to the proposal.</p> <p><b>P/FUL/2024/00324 LAND AT OAK TREE PADDOCK, BATCHELORS LANE, HOLTWOOD</b> Proposal: Convert existing building into dwelling house. Members resolved unanimously to continue to OBJECT to the proposal regardless of the change of glazing. The proposal will have an adverse impact on the openness of the Green Belt. The proposal will impact the neighbours as will the infrastructure to serve the property. The proposal is a significant change to the buildings current use and members consider the design inappropriate for the street scene, highly visual in the setting and will have a detrimental impact resulting in harm to the special character of Horton Tower.</p>
200	<p><b>Appointment of Representatives for 2024-2025</b></p> <p>Members confirmed appointment of representatives for the forthcoming year:</p> <p>DAPTC (JW &amp; JE) Parish Hall Representative (JE) 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 &amp; Safety Officer (WLC) Flood Warden (PF/GR) Staffing Officers (JC/WLC/PF) St Margarets &amp; Stones Almshouses (JC) Highway Working Group (JC/PF/GP)</p>
201	<p><b>Annual Reports St James' School &amp; Holt Neighbourcare</b></p> <p>A report has not yet been received from St James' School. The Holt Neighbourcare Report was circulated to members in advance of the meeting.</p>

202	<p><b>Draft Minutes of the Annual Parish Meeting held 14<sup>th</sup> March 2024</b></p> <p>Members considered the proposal by Cllr Geoff Chopping to add a note to the draft minutes of the Annual Parish Meeting to explain that Dorset Council’s calculation of the Council Tax is unconventional and this is misleading to the public. Members agreed the Clerk will add a note to the website alongside the draft minutes and will formally ask Dorset Council to explain how the figures are calculated.</p>
203	<p><b>Highways</b></p> <ul style="list-style-type: none"> <li>• A resident of Holtwood has written to Dorset Council concerned with a lack of action to address speeding issues raised with Holt Parish Council some months ago. Dorset Cllr Ray Bryan has responded to advise the resident that Holt Parish Council and Dorset Council have in fact agreed to implement a 30mph speed limit. The resident is pleased with this outcome.</li> <li>• Dorset Council recently placed an Auto Speedwatch Camera in Holt Lane as part of their trials but unfortunately after a few days it was stolen, data however was collected and repeat speed offenders will receive a police letter.</li> <li>• A new resident to Holt Lane has observed there is no nameplate for Holt Lane in the centre of the village. <i>Noted, members do not feel it necessary to action.</i></li> <li>• The ‘Furzehill’ name plate signs have the Colehill Parish Council logo which is no longer accurate. <i>The Clerk and Cllr Geoff Chopping will arrange Holt Parish Council to replace.</i></li> <li>• The Clerk has received correspondence from a resident concerned with blocked culverts in Holt Lane which is causing flooding. Dorset Council advises the large jetter is needed to clear the pipes and work is actioned. Dorset Council will correspond directly with the resident on this.</li> <li>• Dorset Council Highways advise they have been investigating flooding in Long Lane just off Smugglers Lane and have now located an old highway drainage system dated back to 1913. They will upgrade the system with additional gulleys, installing concrete slipways and have already re-dug the ditches.</li> <li>• Dorset Council have renewed the white give-way lines at Horseshoe Crossroads as requested by the Parish Council.</li> <li>• The occupiers of 32 Lodge Road have filled in the unauthorised access onto the highway as requested by Dorset Council.</li> </ul>
204	<p><b>Cemetery Matters</b></p> <p>Cemetery Inspection arranged for 6pm, Wednesday June 19<sup>th</sup> 2024.</p>
205	<p><b>Rights of Way Matters</b></p> <p>Members discussed a residents concerned with flooding of BW E45/72 impeding pedestrian access. After thorough investigation by Cllr Sarah Weaver and discussion with relevant persons, it was resolved that no further action can be taken to resolve the issue of water on this bridleway. Maintenance of similar tracks within this Parish is usually at the discretion of the people who use them or live adjacent to them.</p> <p>Cllr Sarah Weaver reported a number of trees down on Footpath 51 in Holt Forest which will be dealt with by the National Trust.</p>

206	<p><b>Holt St James' Church Consultation</b></p> <p>The Church Commissioners have prepared a draft Pastoral scheme providing for the sale of Holt St James Church and its Churchyard to be sold for use as a single residential dwelling.</p> <p>Members agreed the following response to the consultation: <i>Holt Parish Council would like to ensure that items of local cultural significance are retained in the village for public access e.g. the Mothers Union Banner etc and that protocol is followed in respect of the graves of many local families who have loved ones buried in the graveyard.</i></p>
207	<p><b>D-Day Commemoration in Holt</b></p> <p>Holt Parish Council will light a lantern at 9:15pm on 6<sup>th</sup> June 2024 on Holt Village Green coinciding with the lighting of Beacons throughout the UK and to read the International Tribute.</p> <p>Members wish to thank Richard Weaver, Holtwood resident, for the extensive research into local WW2 history and the Clerk will publish all the interesting information on the Parish Council website.</p>
208	<p><b>Correspondence – circulated to members in advance of the meeting</b></p> <ul style="list-style-type: none"> <li>• Response to the recent consultation to bring St James' First School and St James' Cottage Nursery into one education setting; there were no objections to the proposal from any stakeholders with significantly positive responses praising the proposal.</li> <li>• Flood Action Guide Dorset. <i>The Clerk will publish on the Parish Council website.</i></li> </ul>
209	<p><b>Financial Matters &amp; Expenditure</b></p> <ul style="list-style-type: none"> <li>• Members reviewed Spend against Budget 2023-2024.</li> <li>• Members received and noted the Internal Audit Report for y/e 31 March 2024 from which there were no matters arising.</li> <li>• Members approved the Annual Governance Statement for y/e 31 March 2024.</li> <li>• Members approved the Accounting Statement for y/e 31 March 2024.</li> <li>• Members approved the Certificate of Exemption from a limited assurance review as gross income/expenditure less than £25,000. <i>Clerk will submit to the external auditor.</i></li> <li>• Members approved the Annual Insurance Renewal due 1<sup>st</sup> June 2023 @ £529.48</li> <li>• Members approved payment of the Clerk's salary, no further payments this month.</li> </ul>
210	<p><b>Information for Report only</b></p> <ul style="list-style-type: none"> <li>• The next meeting of the Parish Council will be in Holt Parish Hall, <u>19<sup>th</sup> June 2024 at 7pm</u></li> </ul>

Meeting closed 21:15

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

**Signed:** ..... **19<sup>th</sup> June 2024**

**Appendix A****Dorset Council**

May 2024 Report

1. Introduction of Will Chakawhata as new councillor for Stour and Allen Vale
2. I would like to express my gratitude to Councillor Robin Cook for his great and long service to East Dorset and the Stour and Allen Vale Ward for many years.
3. New council met on Tuesday 7 May 2024 to welcome 28 new councillors.
4. The cabinet has been announced and will be formally agreed at Full Council on 15 May 2024. Details below:

Leader, Portfolio Holder for Governance, Performance, Communications, Environment, Climate Change and Safeguarding	Nick Ireland
Deputy Leader, Portfolio Holder for Property & Assets, Economic Growth & Levelling Up	Richard Biggs
Portfolio Holder for Finance & Corporate Assets & Strategy	Simon Clifford
Portfolio Holder for Corporate Development, Transformation, Digital & Change	Ryan Holloway
Portfolio Holder for Place Commissioned Services (Highways, Waste, Travel etc.)	Jon Andrews
Portfolio Holder for Children's Services, Education & Skills	Clare Sutton
Portfolio Holder for Adult Social Care	Steve Robinson
Portfolio Holder for Public Health, Environmental Health, Housing and Regulatory	Gill Taylor
Portfolio Holder for Planning and Emergency Planning	Shane Bartlett
Portfolio Holder for Customer, Culture and Community Engagement	Ryan Hope

5. Please see the details of Please Slow Down Initiative

**PLEASE SLOW DOWN INITIATIVE (PSDI) – INFORMATION SHEET****Managed by Dorset Council SID Team ( [REDACTED] )**



## **Introduction**

The PSDI is part-funded by Dorset Police Crime Commissioner (PCC) and Dorset Council to conduct a 12-month trial of a new information '*please slow down*' sign to combat the risk of speeding and the fear of speeds within village communities. This pilot initiative will be targeted initially in the North Dorset MP constituency boundary only.

## **General criteria**

In order to ensure a consistent approach to requests and to meet the responsibilities of the Rural Roads Protocol to keep signs, lines and street furniture to the minimum. Each request will be considered against criteria that includes the following points. Other criteria may be assessed as suitable.

- Evidence of community speeding complaints.
- Location does not meet SID criteria, or the Parish Council cannot afford a SID.
- Support from Dorset Police.
- Support from Parish Council.
- Support from Local Member.
- Support from Dorset Council Highways.
- Priority greater for those sites that a mobile speed camera van cannot access.

## **Speed survey criteria**

The 85<sup>th</sup> percentile speeds recorded must be at least 1mph above the posted speed limit. Only 20/30/40 mph speed limits are suitable for this initiative.

Communities will normally be expected to pay for initial speed surveys in order to establish whether the above criteria are met. The Slow Down signs are provided by Dorset Council and in most cases, it is hoped to use existing highway furniture to install the signs.

## **Management**

This initiative will be managed by the community Speed Indicator Device (SID) Team (The CST). Suitable sites could be identified by the CST through engagement in the SID application process.

## **Evaluation**

Programmed evaluation will be completed at approximately 6 months after installation every location during the pilot. If the traffic speeds have not changed during this period, the sign may be removed from the Highway. If the signs are having a positive effect in community, then another review will take place every 12 months.

During the pilot Dorset Council may undertake additional surveys to help evidence effectiveness of the initiative.

**Responsibilities**

**Dorset Council**

- Assess, investigate and establish suitable locations for signage.
- Engage with communities to facilitate the PSDI.
- Provide and install signs.
- Carry out evaluation of traffic data.
- Collate data provided by community.

**Community (Parish/Town Council etc)**

- Fund traffic surveys where necessary.
- Engage with community to ensure local support.
- Collect feedback about signs and whether the community perception of speed and safety is improved. This needs to be done at least every 6 months.
- Clean the signs and keep clear of vegetation to ensure maximum visibility.

**Contact**

[Redacted contact information]

6. I will endeavour to attend as many meetings as I can, but the Dorset Council meetings are critical.

When I can't attend parish meetings in person, I will send my apologies and provide a written report.

I look forward to working with the five parishes and using our collective experiences and skills to the benefit of all rate payers in the Stour and Allen Vale