

HOLTON ST MARY PARISH COUNCIL
Meeting held on Wednesday 8th July 2026
2000hrs at Holton St Mary Village Hall

DRAFT MINUTES

Present:

Parish Council: Oliver Greene (OG) Chair, Claire Rowan (CR) Vice Chair, David Johnson (DJ) and Faye Hall Clerk.

County Councillor Darius Laws

Members of the Public: 1

01.07.26 Chairman's welcome, accept councillor's apologies for absence. Apologies were accepted from Cllr Mike Hay, Cllr Mark Anderson and District Councillor John Ward.

02.07.26 To accept members declarations of interest in accordance with the Council's Code of Conduct. None

03.07.26 Minutes

An amendment was made to the minutes of the Parish Council meeting held on the 6th of May 2026 under item 12.05.26 Asset register to 'wooden bench around the oak tree on Bacons Green is to be removed from the register' and were approved and signed as an accurate record by the Chair – all in agreement. CR proposed at this meeting that the wooden bench around the oak tree on Bacons Green should be on the asset register as there is no ownership of this land, OG seconded, all in favour. **Clerk**

04.07.26 Councillor Vacancy

The PC still has 1 remaining vacancy for Councillor.

05.07.26 Public Forum

County and District Councillors reports are available online and on the noticeboards.

CC Laws highlighted 2 things:

1) Success in Nayland recently around some potholes where criteria was not met for them to be fixed but because they were near a school and there were some yellow lines on top of them CC Laws asked the Highways inspector to come and have a look. The inspector agreed there was no point in painting faded lines back so agreed to fix these potholes when they weren't very deep. Sometimes, with a pair of eyes and asking issues can be resolved.

2) Water safety – there was a recent incident at Dedham where a 13-year-old girl was seriously injured after entering the river and becoming impaled on concealed metalwork beneath the surface. Officers have been asked to investigate what remains in the river and whether it can be removed, while additional warning signage are also being considered. CC Laws would like to remind people that the river is a dangerous place and to think about water safety before entering the river.

06.07.26 National Grid – Norwich to Tilbury pylon project

The Inspectorate is looking at the plans for the Norwich to Tilbury pylon project and National Grid have now put in an application to start enabling works. Councillors all in agreement to object to the enabling works proposal – the haul road is in the wrong place and should be moved north and to object to the environmental assessment order which should be assessing the whole of the route and not just HSM.

CR/OG will draft a response and circulate. **CR/OG**

National Grid is offering a 35-million-pound community fund and are asking how this funding should be used to best support your community – CR to draft something to go on Facebook. **CR**

07.07.26 Planning

The Chair advised that the Care and Rehabilitation Centre at Holton Hall Farm now have conditions in place

which must be discharged before they go ahead. CR proposed that HSM PC need to be consulted with as there are conditions for hours of operation and public right of way. CR to draft a letter to the Planning Officer. **CR**

08.07.26 Correspondence and Clerk's Report

Nothing to report.

09.07.26 Finance

Financial Report:

Bank Balances as at 30.06.26	Current Account	£2,432.38
	Reserve Account	£10,418.78
Receipts since last meeting	Interest	£14.79
Payments since last meeting		£1,534.28

It was resolved that the following payments be received and approved:

01.06.26	SO	Staff salary for May	£363.12
25.06.26	BACS	R Appleton – plants	£64.49
30.06.26	SO	Staff salary for June	£363.12
13.07.26	BACS	Village Hall hire 08.07.26	£25.00

Update on changing bank accounts – the Clerk circulated information for Barclays and Unity Trust banks before the meeting. OG proposed to change to Unity Trust bank who are more tailored to Parish Councils and to have as many signatories as possible including the Clerk, OG, CR and DJ, CR seconded, all in favour. **Clerk**

10.07.26 Suffolk Preservation Society

CR proposed for the PC to become members of the SPS and agree the membership of £30, OG seconded, all in favour. **Clerk**

11.07.26 Trees – Church / Church Square

Beech tree in Church Square with overhanging branches – PC discussed and agreed to monitor.

Pine tree in Churchyard with branch overhanging Church Square – PCC to find out when the tree was last assessed and look at pruning.

Tree in between Church/Well Piece Garden – the tree is dead and needs to be removed. The Well Piece have asked if the PC are able to help with funding the removal of this tree. This cannot be done through CIL funding so the PC will ask the PCC to have a look at this tree and revert. **OG**

12.07.26 Safeguarding policy

The policy was reviewed and OG proposed to approve, CR seconded, all in favour. **Clerk**

13.07.26 Data protection policy

The policy was reviewed and CR proposed to approve, OG seconded, all in favour. **Clerk**

14.07.26 Website

The Village Hall have a web page on the PCs website; there are discussions on whether they would like a payment link for bookings on this page. The PC discussed and are happy for the Village Hall to have a link to an external payment portal on their page with a disclaimer from the PC. The PC does not use the what's on calendar so would be happy for this to be moved onto the Village Halls web page if they would like to use this. **Clerk**

15.07.26 Village Infrastructure including CIL (Community Infrastructure Levy)

CIL – update on proposals for use of funds – no proposals have been received.

Village Hall Management Committee representative – no updates

Millennium Green Representative – DJ advised that the Millennium Green Committee are looking at a mobile beacon so that it can be moved for events. There is also a summer fete being organised for next year – the Chair expressed thanks and appreciation on behalf of the PC to CC Laws for contributing funds

towards this event.

16.07.26 Highways - Speeding, Road Condition and other road issues

No update

Footpaths and pavements – Email from a resident with regards to missing footpath signs, defer to September's meeting. **Clerk**

17.07.26 Neighbourhood Plan

CR advised that a meeting is being organised in July with representatives from Stratford St Mary, Raydon and Higham PCs to discuss a joint NHP further.

18.07.26 Matters to be brought to the attention of the Council

Reinstatement of bus route from Manningtree to Hadleigh – request update. **Clerk**

Pothole in Sandpits Lane – this has been reported but Highways have advised that the road is not busier enough for the pothole to be repaired. CC Laws advised that unfortunately there is nothing that can be done.

19.07.26 Next meetings

9th September 2026 was confirmed as the next meeting

Meeting closed at 2130hrs