

HOLTON PARISH COUNCIL

Elaine Day Clerk to Parish Council
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Minutes of the Parish Council Planning Meeting held in the Village Hall on Monday 16th February 2026 at 7.30pm

Present: Cllr. E Rolph (Chair), Cllr. B Stephenson, Cllr. C Knevett, Cllr. N Kerridge, Cllr. D Morley, 3 parishioners and Elaine Day Clerk to the Council.

1. Chair welcomed all to meeting. Apologies for absence received and accepted on behalf of Cllr. R Day
2. **PUBLIC FORUM:** The applicant of planning submission DC/25/4840/FUL, agenda item 6 (i), attended to explain the rationale behind the application.
3. **DECLARATION OF INTEREST:** Cllr. E Rolph expressed an interest in agenda item 5.
4. **Members'** requests for dispensation to vote. None received.
5. **Co-option of new councillor:** Following approval to co-opt to fill the councillor vacancy, Cllr. Morley proposed co-option Mrs Michelle Rolph, seconded by Cllr. Kerridge and all voted in agreement. Clerk will now attend to registration and Cllr. M Rolph will attend the March meeting. (Cllr. E Rolph took no part in this agenda item)
6. **PLANNING DECISIONS/APPLICATIONS**
 - (i) Application **DC/25/4840/FUL** – Conversion and extension of former storage building to form a residential dwelling, utilising existing access to shared rear parking area – TheSmithy, The Street, Holton, Suffolk. Unanimously supported.
 - (ii) **Planning correspondence received post agenda and pre-meeting – DC/26/0340/FUL** – Retrospective Application – Replacement annexe – Duckers Drift, Southwold Road, Holton, Halesworth, Suffolk IP19 8PW. Unanimously supported.
7. Date of next meeting Wednesday 11th March 2026 Holton and Blyford Village Hall at 7.30pm.

Meeting closed 7.45pm