



HOLT TOWN COUNCIL

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Minutes of the Town Council meeting held on Monday 12th June 2017 at Holt Community Centre.
The meeting was made aware that the proceedings were being recorded

	PRESENT Cllrs Baker (Chair), Batey, Hipperson, Moore, Neech, Payne, Prior, Reed, Singleton, Smith, Traynier & Wright Elaine Oliver Town Clerk Cllr Sarah Butofiker N C C 7 members of the public	ACTION
1	APOLOGIES FOR ABSENCE Cllr Chapman, no reason given for absence P C Graham Gower-Smith, not on duty	
2	TO CONSIDER REQUESTS FOR DISPENSATIONS FROM THE RESTRICTION ON PARTICIPATING IN THE DISCUSSION OR VOTING ON A MATTER IN WHICH A MEMBER HAS A DISCLOSABLE PECUNIARY INTEREST The following declarations were made. Cllr D Baker as financial Director of Bakers & Larners. Bakers and Larners is mentioned in accounts & the Company has an interest in planning application number PF/17/0693	
3	POLICE MATTERS PC Graham Gower-Smith had sent a report as follows: - • 2 burglaries, it turned out that only 1 was a true case. • 11 criminal damages of which 8 refer to Holt. In some of these cases the children responsible are below the age of criminal responsibility. • In discussion with the 4 lads who were involved with the situation down Peacock Lane and Holt Hall. This is progressing and they will be dealt with appropriately and all parents are now aware of the situation. • Reports of new c • rime of roof walking, reports of this at Owl tea rooms and Budgens. Three lads have been dealt with. Cllr Prior added to the Peacock Lane incident, she was involved in reporting the situation and stated it was very frightening for the people involved. The culprits appear to be around 13/14 years old. Cllr Hipperson stated that we are getting a lot of problems with anti-social behaviour. Cllr Baker reported that resources are lower than they used to be The Clerk reported she had been introduced to the new PCSO who was involved with the incident in Peacock Lane.	
4	ANNOUNCEMENTS BY THE MAYOR Cllr Baker reported on events in the last month, main points as follows: - • It has been a busy month with lots of political activity. • NP meeting on the 31st. The Neighbourhood Plan is coming on well and we looked at our themes. The Public consultation event is on the 24th in the Church rooms. • We need to all encourage people to come to this event, so they can't say they didn't know about it. • Spouts committee meeting was held on 22nd. This volunteer working group do an excellent job and after the meeting it was felt there was better clarity on how the maintenance team works with the volunteers. • 22nd met with Lovells to catch up with them, allotments and play equipment were discussed. Hopefully they will supply adult gym equipment and toddler swings with space for children to kick around a football with posts. • A meeting has been arranged with A Brown to find out what is being done with	

	employment land. - On May, the 19th Holt in Bloom was launched. It was a good event but a little wet. Cllr Singleton mentioned that the Clerk was left to clear everything up and felt there should be some sort of rota with Cllrs staying to help Colin Hipperson thought the Clerk and Cllr Prior should be thanked for HIB. - Short listed for a biodiversity community award for the cemetery - Gresham's has approved the tenders for the car park and we should see that soon.	
5	AGREE THE MINUTES OF THE TOWN COUNCIL MEETING 8th MAY 2017 On a proposal from Cllr Hipperson, seconded by Cllr Batey the minutes were agreed as a true record of the Town Council meeting on 8th May 2017.	
6	MATTERS ARISING for information and not included on the main council agenda). Cllr Hipperson and the Clerk met with NCC and contractors to discuss the work required at The subway, including foliage which can't be done until September. Work will take place sooner on the subways. It was confirmed there is a bin at the Hempstead Road end of the subway. The Clerk has compiled a basic grass cutting map In response to Cllr Neech's question regarding costing of an extra cut in Holt, NCC has explained that it is not as easy to pay for just one more cut as all the programmes are arranged in advance. Cllr Hipperson, in answer to Cllr Wright's question, said the NCC team are going to deal with the large laurel hedge on Norwich Road.	
7	7.1 Norfolk County Council Cllr Butofiker reported the following: - - She has been appointed to Communities and Police and Crime committees - Cutting of grass around the Holt, which is classed as an urban area so should get 5 cuts a year - Verges have been trimmed but not the trees around signs this must be done. - Concern when the grass is cut, that the grass is left and blows around town which upsets residents. NCC has taken this on board, - She has had discussion about lighting of the new roundabout. She discovered that the Felbrigg roundabout signs are lit, which helps. - Steve White reported that for this to happen ducting should have been installed at the building of the roundabout. S White is willing to come and have a discussion with us about this issue. - NCC have promised to do a proper survey of the road to Briningham from Pigs grave which is planned for work, however if bad it will be moved forward. - Work on Dereham Road is planned for 2018/19 - Cley Road, Pereers Close, Wynns Close, the Fairstead and Town Close residents have been in contact and are very concerned they will be problems when the yellow lines are painted. Cllr Baker reported he is very keen that the new car park is cheap enough to encourage people to park there. The visibility splays must be a certain length from H & S point of view. - The grass area opposite Kerridge Way will be cut Concern was expressed again by Councillors about the new roundabout. Cllr Baker felt that someone will be killed It was wondered if Lovells would put white barricades around the roundabout and that if the chevrons moved to the right, it might help matters. The Clerk reported that the lights in the residential area are going to be supplied under a residential management scheme. 7.2 North Norfolk District Council Cllr Prior reported the following: - - She along with Cllrs Baker and Butofiker meet with representatives of County to discuss the new Primary School. - She is not impressed that they were practically told the school will probably end on H09. - She is unhappy not just because of the outcome, but feels a lot of discussion has	

	- gone on outside of the regular meetings and yet she was asked not to lobby. • She reported that they pushed very hard for NCC to have another look at the TC preferred site. • Highways are now reporting issues on the preferred site although when Gladman's put the application in for houses they had no issues. • The answer to this was because this is for a school not houses. • NCC officers has taken the view that they will put forward H09 • Highways can't be persuaded to be helpful about Beresford and Lodge Close and Thompson Avenue, which Cllr Prior requested to be one way. • When asked why H09 was applicable, they didn't have an answer Cllr Baker felt their answer was it was easier and the town is expanding that way. H09 site was not the wish of the Town Council H09 doesn't address that we have a site with a good position that could be available with a little bit more thought. The LDF is part of the issue. M Ashwell feels that with the absence of a high school it is a Major constraint to having excessive houses. The group has now been to revisit the sites again, and seriously look at the Gladman site and ask why it is impossible to put this in for consideration. It was felt they had already decided on the Hempstead road as the most suitable. Cllr Batey asked if consideration had been given to the fact the Gladman's would give the site for a school. The answer was yes but then a problem was cited as Gladman's would want to trade it off against houses which is what we thought. M Ashwell felt that if Gladman's took court action it would look strange if they brought back a further planning application. Cllr Prior felt it wouldn't be strange but rather just a separate planning application to look at. Cllr Batey was keen that a corporate response was given again. The Primary Head will ask parents where they would like the site Cllr Moore enquired about the stakeholder groups as the biggest chunk of Stakeholders are the residents. He felt that it was dangerous mixing an access roundabout with industrial land. He felt members of the Public would think we are to blame for this if we don't do something about getting the correct site. Cllr Moore felt that we mustn't wait too long as we have done sometimes in the past. Cllr Butofiker reported she has been invited to a Children's service meeting when the school will be discussed so will represent the Town on that. It was agreed to wait until the outcome of that meeting is seen. Cllr Moore reminded the meeting that at the LDF Workshops session, Cllr M Ashwell penned in an access in Elizabeth Crescent MP thinks there has been intermediate discussions Cllr Payne reported the only reason the Gladman's site was turned down was that it was not in the LDF. When he originally took Chris Hey up to that site he thought it was fantastic. There was real concern about the distances some children would have to travel to the H09 site. Cllr Prior reported that John Lee has stepped down as Chair of NNDC and it is now Dick Shepherd. Cllr Prior is still Portfolio holder for Leisure and Tourism, Health and wellbeing, Sports and Leisure, culture and on the Development Board. Cllr Baker will become involved with audit governance and doesn't want to be thrown in the deep end until he has learnt a bit. Cllr Traynier asked about Aldi. Cllr Prior reported that it is still down as a supermarket site and there are two supermarkets interested 7.3 Holt Chamber of Trade Cllr Smith reported there had been no meeting but confirmed that the Chamber members had voted for £1500 towards the owl trail.	
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	PUBLIC QUESTION TIME – limited to 15 minutes (Three minutes per person) Comments made as follows David Roberts, a resident, who takes pride in the area around Woodfield and plants it up and repairs the signs etc. gave a report about this area. He confirmed he is marking the bee orchids to protect them, he has fixed and repainted the Road signs and is happy to maintain them however NNDC has now said they are going to replace them. Cllrs Prior and Baker will take this up with NNDC A question was asked about the Aldi site, as there is approx. a year to run on the planning application, there was concerns it could be sold for housing. Cllr Prior reported there has been lots of rumours about this site for the last four years but it is still allocated as land for a supermarket. Cllr Moore reported that for the last three/ four years the site has looked a mess.	
8	TO REVIEW AND APPROVE FINANCIAL RISK MANAGEMENT DOCUMENT On a proposal by Cllr Hipperson and seconded by Cllr Wright the financial risk management document, which had been circulated to all Councillors, was duly adopted.	
9	TO CONSIDER ACCESSIBILITY ISSUES IN HOLT The Clerk reported that she had walked the town with a wheelchair user and found just 6 points that could be improved and would result in a workable wheelchair route around the town. One issue that the TC could remedy for around £100 is to cross the gully by Nat On a proposal from Cllr Prior and seconded by Cllr Reed it was agreed to go ahead with this work. Cllr Baker will check ownership from Budgens point of view. Cllr Butofiker, Steve White and the Clerk will meet to look at the other points.	
10	TO DISCUSS HOLT OWL TRAIL Cllr Baker reported that the owl trail is gathering pace. He reported that the Town Council had 6 major projects on the go, the introduction of the new maintenance team, the Neighbourhood Plan, Cley Road car park, HIB, a HUB, and the owl trail. The owl trail will be led by Cllr Baker, and he reported the following: - • The plans for this have been in motion for about a year • There has been a triparty working party, consisting of council reps, chamber of trade reps and Holt Society reps. • Cllr Baker is keen to work with partners. • A year ago, the TC ratified we would be stakeholders in the project. • At Christmas Elaine submitted documents for a grant from Big Society for £10,000 • This project needs to be delivered. • The working committee has now got back together and discussed the way forward • Majority decision was to stick what was presented a year ago, and have 24 bronze plaques set into the ground and have an app to appeal to all ages. • Cllr Baker had recently completed the Stalham trail and still thinks if we can deliver ours will be the best in the county and will represent us in quality class and style. • £10,000 has been pledged from the Big Society, and we have raised £3,650 from clubs and businesses • Steve Benson and M Hill are writing the accompanying brochure focusing on historical landmarks on the trail. • This will be of a Huge benefit for tourists, residents and children and it will be so good for the Town centre. • To coincide with the Holt Festival, they are intending to launch 24 stickers, which will be exact replicas of the brass plaques and they will be sited at the exact location points around town. • This makes the trail high profile and will hopefully iron out any problems. • The project is estimated to cost approx. £19,174 approx., but bronze prices might increase etc. • The plaques are 12" but this could be adjusted later.	

	So, the stickers will be set in July, and quotes obtained for a traffic management plan and the time frame for implementation will be September/October. Cllr Singleton felt if a leaflet is provided it is important there is a constant supply. Cllr Baker stated he did not want the annual cost of renewing the leaflets. On a proposal by Cllr Baker seconded by Cllr Singleton it was agreed to donate up to £5,000 for this trail.	
11	TO DISCUSS PROVISION OF STREET LIGHT IN LODGE CLOSE Cllr Singleton reported that a resident has requested another light in Lodge Close. Cllr Singleton stated that the first part of Lodge Close is very dark and the pavements are dreadful so often you need to walk in the middle of the road. It was agreed to obtain a quote for the next meeting.	Clerk
12	TO CONFIRM ITEMS FOR NEWSLETTER The following items were confirmed - Wheelchair walk - Underpasses - Road signs	
13	ITEMS FOR INFORMATION 13.1 Police Newsletter Emailed 13.2. FOI Various Emailed 13.3 Late Correspondence 13.3.1 Resident Woodfield Road Grass is too long 13.3.2 NNDC Naming of Heath Drive After much discussion, it was agreed to name this road Nightjar road leading to Heath Drive 13.4 ITEMS FOR INFORMATION 13.4.1 Mr Hosea Re Holt 13.4.2. Italian Market More information was required 13.4.3 FP Warden re Woodfield Road	
14	FINANCIAL MATTERS 14.1. APPROVE PAYMENTS OF INVOICES AS ATTACHED On a proposal by Cllr Batey, seconded by Cllr Moore these were duly approved, Unanimously agreed. 14.2 TO RECEIVE INTERNAL AUDITORS REPORT The Clerk duly read out the Internal Auditors report which concluded he had signed off Accounts there was no further issues. 14.3 APPROVE ACCOUNTS & ANNUAL RETURN 2016/17 On a proposal by Cllr Batey and seconded by Cllr Smith the accounts were duly approved and unanimously agreed. 14.4 APPROVE ANNUAL GOVERNANCE STATEMENT This was duly proposed by Cllr Singleton, Seconded by Cllr Hipperson, unanimously agreed.	
15	PLANNING MATTERS 15.1 Planning applications to consider ADV/17/0812 Installation of non-illuminated fascia and hanging projected sign at 2 Market Place Holt PF/17/0811 Replacement shop front at 2 Market Place Holt PF/17/0693 Change of use of first floor from residential (C3) to sports massage clinic (D1) at Flat 2, 26a High Street Holt PF/17/0724 Replacement windows at Gresham's On a proposal by Cllr Reed, seconded by Cllr Hipperson it was agreed no objection to the above planning applications, unanimously agreed.	
16	TO CONSIDER A RESOLUTION (UNDER THE PUBLIC BODIES ADMISSION TO MEETINGS ACT 1960) TO EXCLUDE MEMBERS OF THE PUBLIC AND PRESS On a proposal by Cllr Reed seconded by Cllr Prior this was agreed	
17	CONFIDENTIAL MATTER 17.1 Holt Hub After much debate, it was agreed to continue to research option 1 and look at obtaining	Clerk

	definite costs.	
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D Baker (Mayor).....Date.....