



HOLT TOWN COUNCIL

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Minutes of the Town Council meeting held on Monday 14th August 2017 at Holt Community Centre.

	PRESENT Cllrs Baker (Chair), Hipperson, Moore, Neech, Payne, Prior, Reed, Smith, Traynier & Wright Elaine Oliver Town Clerk 6 members of the public	ACTION
1	APOLOGIES FOR ABSENCE Cllr Singleton- holiday Cllr Butifoker – holiday Graham Gower Smith – on a call out.	
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 Baker, the company he works for, C T Baker, is mentioned in accounts	
3	ANNOUNCEMENT AND AWARDS FOR NAMING THE OWLS COMPETITION. Cllr Prior announced the winner as Mike Brown who named the Owls as follows: - Hootie (as in Owls hoot) Tootie (as in cars and their horns) Woodie (as in what they are made of. Unfortunately, Mike was unable to attend the meeting to receive his prize, so we will get it to him. 4 Children had entered with some original names and each was awarded a little prize and a certificate, as follows Lilly Jarvis Tweety, Hooty and Feather Jay Jarvis Bert, Bill & Bob Isabelle Baker Silver, Coconut & Gold Ash Cornish Woody, Tawny & Barney Unfortunately, only Isabelle was present to receive her award but arrangements have been made to get the awards to the recipients.	
4	POLICE MATTERS PC Graham Gower-Smith had sent a report, covering 10.7.17 to 14.8.17, as follows: - • 5 burglaries, 3 residential, 2 non-residential. • 3 criminal damages, • 2 having possession of a controlled drug, • 5 thefts, • 1 fraud, • 1 assault. • There has been a spate of burglaries in High Kelling. • It was suggested that we invite Lorne Green to a Town Council meeting • There has been two lots of people camping on the Spouts. • A couple of air gun incidents which have been dealt with.	
5	• ANNOUNCEMENTS BY THE MAYOR Cllr Baker reported on events in the last month, main points as follows: • HIB judging took place on a glorious day on and we await the result. • The town looked good and we had a fantastic lunch and transport • Thanks to Clerk and Cllr Prior for a lot of hard work, we did ourselves proud • Holt Festival in the town was a great success • NP meeting has been held and we are moving on with statistics etc and another meeting this coming week. • Owl trail is progressing, with 24 test plaques to coincide with Holt Festival. These are to make sure they are in the right place and then get signed off.	

	- The team are working on putting plaques down, getting the final costings for the plaques and raising the funds. - We will hopefully be able to confirm a new member of our maintenance team, later this week. - Graham Chapman has resigned, this started back in April with a simple request that he had a conflict of interest and was asked to leave the room. The Monitoring officer who has since reviewed the case has confirmed this was dealt with in a proper manner and has issued a "no appeal against the decision." - The FOI issue will be discussed under agenda item 11 Cllr Prior mentioned that we had won an award for biodiversity at the cemetery from the Bio Diversity partnership and came first place in the cemetery category.	
6	AGREE THE MINUTES OF THE TOWN COUNCIL MEETING 10th JULY 2017 On a proposal from Cllr Payne, seconded by Cllr Hipperson the minutes were agreed as a true record of the meeting of 10th July 2017.	
7	MATTERS ARISING for information and not included on the main council agenda). Cllr Payne reported that he had gone around the town and looked at the owl trail transfers, he felt there were too many at the top end of town, with five close to one another at the War Memorial, Old Railway Yard, Old School House, Nelson House. He also reported that the plaque outside the fish and chip shop is confusing. Cllr Baker reported the trail plaques have been sited to agree the positions are safe and to get NCC's agreement, this will then go to the committee, Cllr Payne felt that if NCC installed the plaques the liability would be on NCC and not the Town Council. Cllr Baker reported the Owl Trail committee is made up of various people and insurance/liability issues will come to a full committee meeting It was reported that several Councillors met with NCC and the County Council at the Heath Farm roundabout and it was agreed to move the chevrons, it was felt they could be moved even further right. Cllr Payne felt that the roundabout could be built up rather than being so flat to help with safety. Cllr Baker felt the physical state of the roundabout is not going to change and it will never be lit. He felt we have done everything we can and was pleased that Cllr Butifoker was still working on it.	Cllr Butifoker
8	8.1 Norfolk County Council Cllr Butikofer was not present Cllr Batey reported that in the last few weeks, kids are drinking the spring water at Spouts and felt it would be advisable to check this water. Cllr Prior will enquire about this. Cllr Payne reported that the new Hopkins estate name is using the name Eccles which he felt would be confused with the existing road of the same name. Cllr Moore heard that Sure Start it is changing hands but has heard no more rumours about its closing The A boards in the town outside Anna's are causing obstruction to pedestrians. It was agreed that Cllr Smith will take this back to Chamber.	Cllr Prior Cllr Smith
	PUBLIC QUESTION TIME Comments as follows:- Issue with the new roundabout. Issues such as this has been happening with lots of feeder roundabouts at new developments in the country We have a double whammy as the roundabout is low and not lit. It was explained to the public that the Cley Road car park plan is inching along, we have had further correspondence with the solicitors who are handling it but it is being held up for one signature. Parking down Cley Road is dangerous and incidents of aggression have been reported.	
9	TO CONSIDER ERECTION OF A NEW STREET LIGHT IN LODGE CLOSE On a proposal by Cllr Hipperson, seconded by Cllr Traynier it was agreed to erect a new street light in Lodge Close at a cost of £2280.32 + Vat, position will be confirmed with Cllr Singleton on her return from holiday.	Clerk/ Cllr Singleton
10	TO RECEIVE AN UPDATE ON DISABLED TRAIL IN HOLT It was reported that the dropped kerb at Fish Hill is obstructed by a car parking space. It had been suggested by NCC to hatch out this space and when relining proportion	

	the spaces differently and end up with the original number of spaces and a gangway for wheelchair/pram users. Cllr Prior felt we had a duty of care to the disabled and pram users. Cllr Smith felt it was illogical to have a dropped kerb but no continuing route. Cllr Hipperson felt we need to be disabled friendly. After much discussion including the idea of turning right, sorting out the camber and putting another dropped kerb in, it was proposed by Cllr Hipperson, seconded by Cllr Smith to go with the NCC decision. Cllr Traynier felt we should look at shops which are inaccessible to people.	
11	CONFLICT OF INTEREST POLICY (FOI) Cllr Prior led on this discussion and explained that this policy is relevant to the recent FOI review, which showed there was a clear need for clarification. The complications of FOI and conflict of interest were a good reason to put this policy together. Cllr Neech gave a presentation on COI which is an issue all around the world and gave samples from various organisations. He gave a presentation on a proposed policy which was to protect everyone, (as attached). He reported that you can't legislate for everything and there must be an element of common sense. Cllr Wright thanked Cllr Neech for preparing this and going through the legal complexities to deal with the current request and it was agreed that the work had identified the need for a robust COI policy with a delegate responsible for it. On a proposal by Cllr Prior, seconded by Cllr Wright the policy (attached) was duly adopted and Cllr Neech was nominated as Information and Privacy Officer. Cllr Neech was pleased to accept the role and felt it was important to be flexible and if anyone wants to know further about the FOI he was willing to discuss it with them. It was reported that Graham Chapman has appealed to the Commissioner regarding the FOI decision.	
12	CAMPING ON SPOUT HILLS Cllr Payne reported that people are camping on hills, with no toilet facilities and the byelaws of Holt Town Council in 1898 no one can camp on this pleasure ground. On a proposal by Cllr Payne, seconded by Cllr Wright it was agreed to purchasing camping prohibited signs. In response to a question by Cllr Reed it was confirmed that metal detecting is not allowed on Spouts as it would open it up.	Clerk
13	TO CONFIRM ITEMS FOR NEWSLETTER It was agreed to have a month break from newsletter for this month.	
14	14.1 CORRESPONDENCE 14.1.1 Hornsea offshore windfarm consultation events Emailed 8.8.17@ NNDC. 13.9.17 at Holt Community Centre 14.1.2 Resident Rubbish bins at Spouts 14.2 Late correspondence 14.2.1 FOI/G Chapman Various re FOI 14.2.2 Roundabout resident 14.2.3 R Percival Older persons housing requirement Cllr Prior reported that this issue is under her portfolio at NNDC, she reported she had read it carefully and there was no new information in it and no question that we can answer. It is not in the remit of The Town council and if we continue to interfere with these issues when they are already being looked at it could do more harm than good. She confirmed the issue is being looked at nationally and in North Norfolk through the planning programme which is trying to address older person's needs. Cllr Batey reported he had spoken to R Percival and encouraged him to get in contact with a major developer. Cllr Baker reported that we are addressing this in our NP.	Clerk

	It was requested the Clerk send a short response noting that this is not a T C matter. 14.3 Items for Information 14.3.1 Whyfy Thank you letter 14.3.2 Holt 1960s Thank you letter they may consider taxis to ferry their members as they still haven't heard from Norse 14.3.3 NCC Re car parking space 14.3.4 H P F A Thank you letter 14.3.5 Resident Re Eccles Road	
15	FINANCIAL MATTERS 15.1. APPROVE PAYMENTS OF INVOICES AS ATTACHED On a proposal by Cllr Moore, seconded by Cllr Traynier these were duly approved, Unanimously agreed.	
16	PF/17/1015 Erection of single storey rear and side extension on North/West elevation. Conversion of garage with first floor extension over. Installation of 2 roof lights to south elevation at 21 St Andrews Close, Holt. PF/17/1100 Erection of single storey annexe extension to rear/side elevation at 21 Greenways, Holt. PF/17/1263 2 storey rear extension at 65 Charles Road, Holt, PF/17/1034 Barns at 14 Valley Lane water treatment, Request that the planning is subject to Highways and serious consideration of surface water and this and any other impact on the adjoining AONB and SSSI PF/17/1242 27 Cromer Road, Holt, NR25 6EU, detached double garage It was agreed no objection to these applications, but comments to be made regarding the barns (as above) Cllr Prior abstained as she is on the Development board.	
17	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 Prior and seconded by Cllr Reed this was agreed	
18	CONFIDENTIAL MATTER 18.1 Holt Hub This was duly discussed and efforts will continue to research it further. 18.2 Personnel issues updated Personnel issues were duly reported on.	Clerk
	Next meeting 11th September 2017	

D Baker (Mayor).....Date.....