



HOLT TOWN COUNCIL

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Minutes of the Town Council meeting held on Monday 10th July 2017 at Holt Community Centre.
The meeting was made aware that the proceedings were being recorded

	PRESENT Cllrs Baker (Chair), Hipperson, Moore, Neech, Payne, Prior, Reed, Singleton, Smith, Traynier & Wright Elaine Oliver Town Clerk Cllr Sarah Butikofer N C C 6 members of the public	ACTION
1	APOLOGIES FOR ABSENCE Cllr Batey - holiday Cllr Chapman, an email was read out from Cllr Chapman regarding his absence from the Meeting. On a proposal by Cllr Prior, seconded by Cllr Wright the reason given was not Considered acceptable. P C Graham Gower-Smith was 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 Hipperson trustee of Friday Club,(ref item 11), trustee of Holt Lowes and member of Spouts Common (ref agenda item 10) Cllr Singleton Secretary of Holt Friday Club, (ref agenda item 11) Cllr Traynier Grandmother of members of Wi-Fy (ref agenda item 11) Cllr Moore committee member of Holt Playing Fields Association (ref item 11)	
3	POLICE MATTERS PC Graham Gower-Smith had sent a report as follows: - 68 calls to police, reported crimes are as follows, • Criminal damage x 5 • Burglary other than a dwelling x 1 • Public Order x1 • Assault x 1 • Theft x1 • Interfering with a motor vehicle. X 1 • Reports have been received of minibuses at the community hub being tampered with. This is being looked at as a priority for the coming month as it is clearly very dangerous. • Seven youths have been dealt with regarding criminal damage elsewhere in the town and we await some court appearances.	
4	ANNOUNCEMENTS BY THE MAYOR Cllr Baker reported on events in the last month, main points as follows: • This coming Wednesday is Holt in Bloom judging • Thanked Cllrs Singleton, Smith and Wright for attending the Royal Norfolk Show. • The NP consultation day was held a couple of Saturdays ago, it was a good turnout, and the information will be fed back at our future meetings. • Cllrs Baker, Prior and the Clerk met with Alistair Brown to discuss the industrial land. • He can't reveal his plans at the moment as it is commercially sensitive but it is sounding good. • We were pleased how proactive he is being with the commercial land and will continue to talk to him. • The Owl trail is progressing, 24 stickers will appear on the pavement at Festival time, this is to mark the sites and a taste of the trail to come. Cllr Prior requested the following amendment to the end of agenda item 10 "if not used this is to be refunded to the Holt Town Council."This was unanimously agreed	

5	AGREE THE MINUTES OF THE TOWN COUNCIL MEETING 12th JUNE 2017 On a proposal from Cllr Moore, seconded by Cllr Traynier the minutes were agreed as a true record of the Town Council meeting on 12th June 2017.	
6	MATTERS ARISING for information and not included on the main council agenda). Cllr Moore wanted to comment about car parking but it was confirmed this will come up later in the meeting.	
7	7.1 Norfolk County Council Cllr Butikofer reported the following: - • Attended the Children's services committee. It was reported that they are still looking at both options for siting of the school. • They have concerns about the preferred option as they think the Gladman's site is slightly too small to meet standard size classrooms, and are worried about highways access, but it is not off the table. • Money was approved to continue with the consultation etc. • Issues regarding Ambulance stations will be taken up by the Communities Committee • Chased Highways for meeting dates to discuss lighting on the new roundabout, Pereers and Wynn Close, disabled access trail and on street car parking in Kerridge Way. • All County Councillors have been given an allowance of £6000 to use in county division, this is difficult when you have 13 villages, so will not go very far. • This will be run alongside the parish partnership scheme. • There are more financial cuts to be made at NCC, but no further details. • Continues to press for information about the additional costs of the NDR which she is unable to get as it is classed as commercially sensitive. Cllr Payne reported that Chris Hey said they only needed half the site for school, and NCC Highways said the road was perfectly alright for the original proposed planning permission. Cllr Butikofer said that the issues were to do with traffic movements in a smaller time scale. Options for different Highways access are being considered Cllr Wright asked for confirmation about the cutting of foliage on approach to subways. It was confirmed that the cutting would be done later to protect the nesting birds. Cllr Prior reported, regarding the school, that when we had the LDF workshops Mark Ashwell proposed a route to access the plot with the school in mind. Cllr Butikofer agreed this needs to be watched and need to keep pushing and that is why she sits on the Children's Service committee. Cllr Baker reported that no one at the last meeting could be under any illusion about the feelings of the HTC and where they would prefer the school to be sited, i.e. the Gladman's site. Cllr Prior agreed we need to keep pushing and that rules such as classroom size have not been mentioned before. Cllr Hipperson mentioned fire station depots being cut, with the fire service expected to attend cardiac arrests. Cllr Butikofer replied this is happening in some places such as Sheringham but not Holt. She is going to the Holt Fire station to discuss their work, a lot of it is related to RTA's. It was confirmed that as Holt is designated as an urban area it will have 5 grass cuts this year. Cllr Moore also asked about the rumours that the Sure start centre is closing. Cllr Butifoker will investigate. 7.2 North Norfolk District Council Cllr Prior reported the following: - • Elaine and I went to the Chamber meeting last Wed we invited to talk about the NP, we had the chance to correct the minutes regarding the NP and put them in the right context and so now there is complete knowledge. • Possibility of some building on Carters land but at the moment that can't be confirmed. 7.3 Holt Chamber of Trade	Cllr Butikofer

	Cllr Baker reported the following, as Cllr Smith had not been present at the last meeting:- • It was excellent to give an update on the NP which displayed good links between HTC and the Chamber. • The meeting was updated on town events i.e. 1940s, lights etc. • Car parking is still a major priority for the chamber, so updated them on the progress of the car park at Gresham's, which has begun. Cllrs Baker and Smith have met with the site foreman, who was very helpful in ensuring the construction traffic does not go through Holt. ➤ The car park working committee probably needs to meet. Cllr Moore requested that members know when this is taking place so their comments can be fed back. ➤ Cllr Moore commented that the spaces at Shirehall are far too small. ➤ Cllr Prior reported that this can be a problem for people who are disabled but do not have a blue badge. ➤ Cllr Moore also enquired about the plan of making Kerridge Way one way with parking on one side. ➤ Cllr Payne thought meters were not a good idea rather 1 hour parking spaces with traffic Wardens.	
	PUBLIC QUESTION TIME Comments as follows:- John Allison as Chair of Spout hills committee gave a statement regarding Spouts Common, main points as follows: - When it was found that Sarah Price from NCC proposed we had a local nature reserve there was a lot of public response, with 95% in favour of it being retained by the Town Council. Originally there was 23 helpers now they get 8 or 10 on the last Sat of the month. They have turned an overgrown area into an area to enjoy. This area is important for young people and last Wednesday several youngsters were present with their parents. The volunteers have done very well and obtained an environmental award and have worked together with the conservation side. The letter that was received from NWT, regarding Wildlife surveys, was given to volunteers for their opinion. They felt that it is working well and want to keep the management as it is. Later he asked T Leech who said NWT wouldn't need permission to go onto the common. John Allison felt this is now a difficult position and on the surface, it seems like a harmless request but if you are going to have a conservation group to do a survey it escalates out of all proportion. He felt it "isn't broke don't fix it". If they give us recommendations, we don't have to follow them but once in a report it is very difficult not to.	
8	TO CONSIDER ERECTION OF A NEW STREET LIGHT IN LODGE CLOSE This matter was deferred to next meeting when we will have the costings.	Clerk
9	TO CONSIDER THE PURCHASE OF LIGHTER PASTIC ROAD BARRIERS The Clerk reported that the 1940s and Christmas Lights committee had expressed concern about the heavy metal barriers which are a danger issue and always need to borrow safer plastic barriers from Sheringham. On a proposal by Cllr Reed and seconded by Cllr Hipperson it was agreed to purchase 8 Plastic safety barriers.	Clerk
10	TO DISCUSS WILDLIFE SURVEY ON SPOUTS COMMON Cllrs had received correspondence on this from NWT, Chair and Vice Chair of Spouts Cllr Baker duly spoke to John Allison and Tony Leech in their capacity of Vice and Vice Chair. The meeting agreed the volunteers do a wonderful job and don't want changes to this successful partnership and do not want it to be managed in any other way. John Allison thinks it is the first rung of taking management away from HTC Tony Leech reported that if an unusual species was found on Spouts we would only be given a recommendation and we wouldn't have to take note of it. He confirmed it is just a survey and would have no legal jurisdiction Cllr Payne felt it was very difficult for people not involved on the hills to understand this issue. He reminded the meeting that it is and always was a pleasure recreation/leisure	Clerk

	area. Now it is a CWS and this was done behind our back. He has heard people comment about making it a nature reserve but the volunteers don't want this to happen and if you lose the volunteers, the Town Council would need to employ an extra man to do the work. He felt the proposal of doing a survey was the thin edge of the wedge and having just got rid of countryside management this would be another problem. Cllr Wright who recently joined the volunteer group, reported he was a lifelong resident of Holt and spoke for 5 generations of family who have enjoyed recreation on the Spouts hill and he sees this move from NWT as getting a foot in the door, he felt it would be better to do a survey on the Lowes or in the Countryside. Cllr Hipperson endorsed the comments from Cllrs Wright and Payne and agreed we should keep NWT out of this area. Cllr Prior was concerned that some of these comments were anecdotal as we haven't done any survey work ourselves. She has worked with Helen B from NWT, on another common and found her to be helpful and constructive. It appeared to her, it was assumed that something is going to be removed but they wouldn't be able to do this. They don't want to manage more land but they have an entitlement to do surveys across the country. She felt a survey might help to protect the land particularly if there were any structures proposed abutting Spouts. After much discussion, it was agreed the majority of the Town Council didn't want a survey carried out on Spouts.											
11	TO DISCUSS GRANT ALLOCATIONS FOR 2017/18 All Cllrs had a copy of the requests and after much discussion the following was agreed: - <table><tr><td>Holt Friday Club</td><td>£400</td></tr><tr><td>1960s Club</td><td>£400</td></tr><tr><td>Holt CAB</td><td>£350</td></tr><tr><td>HPFA</td><td>£1200</td></tr><tr><td>WiFy</td><td>£27.77</td></tr></table> Proposed by Cllr Baker, seconded by Cllr Wright, unanimously agreed	Holt Friday Club	£400	1960s Club	£400	Holt CAB	£350	HPFA	£1200	WiFy	£27.77	Clerk
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12	TO FURTHER DISCUSS THE ITALIAN MARKET It was felt that we need to know more about this before making an informed decision, particularly after the disastrous French market. Such as advertising, location, days of the weekend and not wanting any impact on Christmas, what happens if the weather is bad etc. This will be further discussed next meeting when everyone has had chance to look at the website etc.	Clerk										
13	TO APPROVE A POLICY ON MEETING RECORDINGS Cllr Baker reported that whatever decisions were made on this there would be no prejudice to events already taking place Private recordings can be made but they are personal. Cllr Hipperson felt it was unnecessary to record as the true record of the meeting is the signed minutes. Cllr Prior felt strongly this is a good thing to record minutes. Cllr Moore felt any member of the council could record a personal copy, but we are talking about an official recording of the mins. Cllr Payne agreed with Cllr Prior and felt an official recording could be used to compare with any other recordings that might take place. After further discussion, it was proposed by Cllr Traynier, seconded by Cllr Smith to not record meetings in future. At this point the recording was switched off.											
14	TO CONFIRM ITEMS FOR NEWSLETTER The following were agreed for inclusion in the next newsletter • 1940s • Holt in Bloom judging • Owlies naming • Update on Gresham's • Spout Hills rubbish left on hills to pick up, collect their rubbish a great space.											
15	CORRESPONDENCE <table><tr><td>15.1 Hornsea windfarm</td><td>Emailed</td></tr><tr><td>15.2 Nalc newsletter</td><td>Emailed</td></tr></table>	15.1 Hornsea windfarm	Emailed	15.2 Nalc newsletter	Emailed							
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	15.3 NWT re wildlife survey Emailed 15.4 T Leech Emailed 15.4 Late correspondence 15.4.1 M Hill Re newsletter/disability access Emailed 15.4.2 M Prior Re above Emailed Cllr Prior felt there was no justification to ask for a retraction ref 15.4.1. Cllr Hipperson felt the Clerk had nothing to answer to and Cllr Smith agreed this should be left. 15.4.2 FOI/G Chapman Freedom of Info request Emailed Cllr Baker proposed that Cllrs Neech and Prior should carry out an internal review ref the above. This was seconded by Cllr Hipperson and duly agreed. 15.4.3 G Chapman Re above Emailed 15.4.4 D Baker Re above Emailed 15.4.5 British Legion Read out 15.4.6 NNDC Local Green space designations 15.4.7 Sheringham T C Roundabout at Holloway Road Emailed The Town Council unanimously supported this idea and felt it should have been carried out a long time ago as it was certainly needed. Cllr Hipperson enquired why Gresham's gravel weren't made to pay for it. Cllr Baker felt if it is built it must have some lighting. 15.5 Items for Information 15.5.1 N C C Parish partnership scheme Emailed 15.5.2 FP Wardens Blocked paths Read out 15.5.3 N C C Silica sand SSA	
16	FINANCIAL MATTERS 16.1. APPROVE PAYMENTS OF INVOICES AS ATTACHED On a proposal by Cllr Hipperson, seconded by Cllr Payne these were duly approved, Unanimously agreed. 16.2 TO CONSIDER GRANT ALLOCATIONS - Already discussed, agenda item 11	
17	PLANNING MATTERS 17.1 Planning applications to consider 17.1.1 PF/17/0857 Demolition of single storey rear porch and erection of two storey rear extension (including rendering to external walls) and single storey rear/side extension at 27 Cromer Road, Holt. On a proposal by Cllr Reed and seconded by Cllr Wright there were no objections to this application 17.1.2. PF/17/1037 2 storey extension at El Coqui, 3 Beresford Road Cllr Wright Cllr Hipperson rejecting out of character on that road overbearing and large detrimental effect on light. On a proposal by Cllr Wright, seconded by Cllr Hipperson this was objected to because the proposal was out of character, overbearing and would have an effect on the neighbours light. 17.1.3 PF/17/1015 Single storey and side extension, conversion of garage and roof lights. St Andrews Close. On a proposal by Cllr Reed and seconded by Cllr Wright there were no objections to this application 17.2 DECISIONS RECEIVED SINCE LAST MEETING 17.2.1 ADV/17/0465 Display of non-illuminated signs at Land south of Holt Bypass, Heath Farm Holt. CONSENT 17.2.2 LA/17/0620 Internal and external works associated with refurbishment of annexe at Lawn Farm, Cley Road, Holt. CONSENT 17.2.3 PF/17/0440 Erection of flue pipe on outbuilding at 42 Hempstead road, Holt. PERMIT 17.2.4 PF/16/1116 Conversion of farm buildings to staff housing at Gresham's School. PERMIT 17.3 TPO's TPO/17/0930 Land at Garden House, Peacock Lane, Holt. Order confirmed without modification. TPO/16/0924 Land at Garden House, Peacock Lane, Holt. Order has been withdrawn and replaced with T/17/0630	
18	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 Hipperson seconded by Cllr Reed this was agreed	
19	CONFIDENTIAL MATTER 19.1 Holt Hub This was duly discussed and efforts will continue to research it further. 19.2 Personnel issues updated	Clerk
	Next meeting 14th August 2017	

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