



HOLT TOWN COUNCIL

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Minutes of the Town Council meeting held on Monday 11th September 2017 at Holt Community Centre.

	PRESENT Cllrs Baker (Chair), Hipperson, Moore, Neech, Payne, Prior, Reed, Singleton, Smith, Traynier & Wright Elaine Oliver Town Clerk Cllr S Butikofer NCC 8 members of the public	ACTION
1	APOLOGIES FOR ABSENCE Cllr Reed – holiday Graham Gower Smith – Sick	
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 declared an interest, payments made to C T Baker, agenda item 14.1	
3	POLICE MATTERS A report had been received from the Police reporting the crimes in Holt for the last month. • 2x Theft from motor vehicle • 1x Theft of motor vehicle • 1x Theft of mobile phone • 1x Theft of purse • 1x Theft of pedal cycle (recovered) • 1x Theft from person • 1x Theft of milk • 1x Malicious communications • 1x Criminal damage to a motor vehicle Camping on the Spouts has been reported once again and the Police are aware. Cllr Wright will keep an eye on this.	
4	ANNOUNCEMENTS BY THE MAYOR Cllr Baker reported the following. • The Clerk and Cllr Baker are attending AIB awards on Thursday • Front garden judging has taken place and awards will be presented at next month's meeting. • Long awaited Gresham's car park has been opened • Signage is being looked at and the Clerk will write to the Bursar and ask if signage on the bypass would be a good idea • 1940s event, which we hope will be bigger and better, is coming up this weekend. • Cllr Baker reported he has a new job and announced his resignation as Town Mayor/Chair. He was proud to say that from the 6 goals and visions the council had when he became Mayor, a lot have gone forward and gone forward well. • For example, HIB, the new maintenance team, the Owl trail, the car park on Cley Road which is nearly there, the NP with professionals appointed to advise us and the Holt Hub plan is progressing. • He thanked fellow councillors and the Clerk for their support and help.	The Clerk
5	ELECTION OF MAYOR/CHAIR On a proposal by Cllr Batey seconded by Cllr Hipperson, Cllr Prior was voted in as chair, unanimously agreed.	
6	ELECTION OF VICE MAYOR/VICE CHAIR On a proposal by Cllr Prior seconded by Cllr Hipperson, Cllr Neech was voted as Vice Chair. Unanimously agreed. Cllr Prior thanked Cllr Baker and reported she had enjoyed working with him and acknowledged good work had been done in this time.	

7	AGREE THE MINUTES OF THE TOWN COUNCIL MEETING 14TH AUGUST 2017 On a proposal from Cllr Hipperson, seconded by Cllr Smith the minutes were agreed as a true record of the meeting of 14th August 2017.	
8	MATTERS ARISING for information and not included on the main council agenda). Cllr Batey asked if NNDC had commented on the water testing on Spouts. Cllr Prior reported that NNDC advised spring water is considered unsafe to drink and that sampling only shows the quality of water when it is actually taken. They advised UV light needs to be used to destroy bacteria.	
9	9.1 Norfolk County Council Cllr Butikofer reported the following:- Congratulated Cllrs Prior and Neech on their respective new roles. She reported she is still awaiting confirmation from NCC when they will move the chevrons and get rid of temporary arrangement also when we will get an answer on the lighting. She reported several safety issues had been raised after the meeting. Cllr Butikofer felt that signage at Gresham's car park is not good enough. • The school meeting has been rescheduled and the Clerk will now be present. • She attended Holt Library to give the children their medals for reading. • She has been contacted by residents of Winns and Pereers Close who are worried about the parking and the impact Cley Road car park and the imminent yellow lining will have on this. • She has given the residents some suggestions which they are going to think about, and come back to her. • There have been reports of flooding problems at Norwich Road. • NCC budget has been approved with further savings that can be made. Savings can be found for this year but NCC are looking for another £100,000 in savings for next year and this will affect front line services. • Reports that the Police Crime Commissioner might like to be Police Crime and Fire Commissioner. Cllr Butifoker thought there may be a case for this. • Reports of vacancies for 80 retained fire fighters. • It used to be retained fire fighters got paid by their employers, they also may now have to travel and may live near at weekends but may not be present during the day. • A new technology committee has been formed at NCC, which Cllr Butifoker would like to see investigating "not" mobile phone spots before going onto other items. Cllr Butikofer confirmed that the underpasses are still on track to get vegetation cut this month Cllr Hipperson asked if progress has been made regarding the meeting at the fire station to discuss fire fighters attending heart attacks. This is still on Cllr Butofiker's agenda. The Clerk reported that Kelling Road is also dangerous with parked cars and residents have complained. 9.2 N D C • Cllr Baker reported he went to the green build event at Felbrigg, which was a highly successful event. • Full Council meeting is next Wednesday and in the interim the audit and Governance Committee meeting. • NNDC finances are in good health and the team do an incredible amount of work to get everything together. Cllr Prior also went to green build • She reported she is focusing on the local plan but a meeting has just been cancelled. • She felt it was important to keep on top of this and to be aware of what is happening. Cllr Moore asked if the numbers of exhibitors for the green build event was down from last year. Cllrs Baker & Prior were not aware of numbers being down and felt it was more successful if anything. 9.3 Holt Chamber of Trade Cllr Smith had no report on the Chamber until the next meeting Cllr Hipperson requested that the EACH charity shop should be more considerate in placing their A boards on the pavement. Cllr Smith to take this to Chamber Cllr Hipperson reported that Nelson's Eye Patch was in a bad state, Cllr Payne reported it	

	has now been weeded.	Cllr Smith
	• PUBLIC QUESTION TIME Comments as follows:- • Jamie Bird, Director from Fleur development, talked about his Company's application for change of use for office at 61 Cromer Road. He explained that this is partly retrospective. • It didn't start life as an office it was originally a home for fellow Directors and Fleur has now grown and the office space has become too small. • It is now an office and a home. • They have been paying business rates since 2012 • They thought the issue had been resolved and didn't realize it still was listed as residential use. • They propose a small single storey extension and to utilize some of the garden space. • They have been using it, as an office, for the last 4 or 5 years. Hours are Mon to Fri 8.30 – 5.00 and it is only a management and administration office. • They are self contained, and growing but can't find purpose built quality office. Cllr Smith reported that the corner is part of a dangerous junction mainly because of lack of vision, he asked if trees could come down to aid vision. • Jamie Bird reported the trees have TPO's, but there has been an application to do some work on the trees that are overhanging and showed a willingness to take this into consideration Cllr Payne asked if they had looked at the property at the bottom of Grove Lane. Cllr Baker reported this forms part of the NNDC's asset commercialization project which is to be developed as a resource source. Cllr Baker reported he met with Fleur's MD, his concern is that Cromer Road is a residential street apart from Gresham's and he is not comfortable with it, however Fleur is in a situation where they can find no suitable accommodation He reported none of the mature trees are being taken down and it appears no residents have qualms about it, as far as we know. Cllr Traynier didn't realize there was a business being run from here. • Jamie Bird reported they don't impinge on the Town centre, and are concerned if they move out from Holt they may lose at least one member of staff. • Cllr Hipperson reported he had heard no complaints from residents.	
10	TO CONSIDER ITALIAN MARKET The Clerk reported she had received some more information about this, After the Christmas market, it was generally felt that we would look for something we could have control over.	
11	TO CONSIDER TREE WORK ON LETHERINGSETT MEADOW On a proposal by Cllr Moore seconded by Cllr Hipperson it was agreed to carry out the suggested work on Letheringsett Meadows. It was agreed that this would be the start of a management plan.	
12	TO CONFIRM ITEMS FOR NEWSLETTER The following items were confirmed for the newsletter • Appointment of a new Mayor • Gresham's car park • HIB result • Front garden competition • 1940s event	
13	CORRESPONDENCE 13.1 R Percival Defibrillator 13.2 R Percival Old age housing provision follow up 13.3 Hornsea offshore wind farm consultation events 13.4 Resident Wildlife at Spouts Cllr Neech reported an otter was squashed on the road at Letheringsett. Cllr Payne felt that maybe the resident was unaware, that since the enclosure act, this area has been designated for leisure and recreation and not a nature reserve. Cllr Baker echoed what Cllr Payne said and confirmed all the volunteers are extremely	Clerk and Cllr Payne

	Careful with wildlife. It was agreed that Cllr Payne and the Clerk would compose a response to the email. 13.5 Items for Information 13.6 Various residents Re road closure for 1940s 13.7 CAB mid Norfolk Request for funding and option for a visit from them 13.8 Resident Smell from dust cart Late Correspondence 13.9 Rotary Club Permission for crocus planting. It was agreed that we have no problems with this but as the land in question is in the ownership of NCC permission would need to be sought from them. 13.10 CPRE Vision for Norfolk 13.11 Resident Traffic Problem Cllr Hipperson felt the Town Council needs to protect The Clerk as she gets flak from residents and this is sometimes through the Chronicle. Cllr Prior requested this be on the agenda for next month.	Clerk
14	FINANCIAL MATTERS 14.1. APPROVE PAYMENTS OF INVOICES AS ATTACHED On a proposal by Cllr Hipperson, seconded by Cllr Batey these were duly approved, Unanimously agreed. 14.2 CONSIDER EXTERNAL AUDITORS REPORT The Clerk reported that the external auditor's report has been returned, with no matters coming to their attention giving cause for concern that relevant legislative and regulatory requirements have not met.	
15	PF/17/1277 Change of use from retail (A1) to office (A2) at 5 Fish Hill, Holt. NO OBJECTION PF/17/1346 Change of use from Residential (C3) to Office (B1a) (Retrospective), erection of single storey side and rear extension and creation of car park at 61 Cromer Road. This had already been discussed and Cllr Payne felt that Grove Lane property would be an ideal office space and they could sell the house, but as NNDC have and are taking rates from them it would be difficult to refuse. It was confirmed there would be no construction vehicles on the site. It was noted that there was a willingness for the owners to look at hedge/tree cutting to aid safety but some are/could be subject to TPO's, after much discussion the Council agreed there was NO OBJECTION to this. Cllr Baker abstained PF/17/1159 Enlargement of windows in south elevation at unit 4, Holt Antiques Centre Candlestick Lane, Holt. NO OBJECTIONS PF/17/1329 Erection of single storey rear extension to replace existing extension at 12 Pearson's Close, Holt. NO OBJECTIONS PF/17/1404 Erection of two storey detached residential annexe at The Laurels Norwich Road, Holt. NO OBJECTIONS. Cllr Prior abstained from all decisions	
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 Traynier and seconded by Cllr Payne this was agreed	
17	CONFIDENTIAL MATTER 17.1 Holt Hub This was duly discussed and efforts will continue to research it further. 17.2 Personnel issues updated Personnel issues were duly reported on with the appointment of two part time staff one an apprentice. This was proposed by Cllr Smith and seconded by Cllr Wright unanimously agreed.	Clerk
	Next meeting 9th October 2017	

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