



HOLT TOWN COUNCIL

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Minutes of the Town Council meeting held on Monday 12th December 2016 at Holt Community Centre.

PRESENT: Cllrs Baker (Chair), Allison, Batey, Hill, Hipperson, Moore, Payne Percival, Prior, Smith, & Traynier

Elaine Oliver Town Clerk

PC Gower-Smith Norfolk Constabulary

4 members of the public

The public and town councillors were made aware that the meeting was being recorded.

1. APOLOGIES FOR ABSENCE

Cllr Chapman

Cllr Reed

Cllr High NNDC

Cllr Baker NCC

PC Graham Gower-Smith

4 Members of Public

1 Press

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:-

Agenda item 16.4 & 18.1 mentioned in accounts

Agenda item 18.1, Cllr Moore mentioned in payments

3. POLICE MATTERS

PC Gower-Smith sent the following report

- Been a busy month with a spate of criminal damage across Holt town centre.
- A number of thefts which appear to be mainly from employees of businesses in the town.
- In total 53 calls to police, consisting of
 - 8 x Criminal Damage
 - 4 x thefts
 - 1 x burglary
 - 6 x other
- Waiting for forensic leads from the CSI examination in the Community Centre.
- No witnesses have been forthcoming and a press release will follow.
- There have been two arrests for the damage to items around Holt on 20th November.
- The suspects are on bail with conditions not to enter the town and should be put before the courts
- Still dealing with the parking on the Industrial estate and have beginnings of a plan

Graham Gower-Smith is being very proactive in bringing the issues together.

- Keen to monitor the parking as the construction starts on the development.

Cllr Moore reported that there is alternative parking facilities on Mackies Hill and the land by the farm.

Cllr Prior reported that Peacock Lane is still being affected by scooter activity.

It was reported that on lights night there was damage to plants.

4. ANNOUNCEMENTS BY THE MAYOR

Cllr D Baker reported the following

- Christmas lights switch on 30.11.16, the feedback was good saying it was a great improvement on the previous year.
- Owl trail was successful in being awarded a £10,000 Big Society Grant
- Clerk met with Heritage Lottery fund and a representative will come and talk to us in the new year.
- Plans will start to be received electronically sometime next year, this system will need to be discussed and debated by the Council.
- Terry has passed the first part of the chain saw course.

5. AGREE THE MINUTES OF TOWN COUNCIL MEETING 14th NOVEMBER 2016

On a **PROPOSAL** by Cllr Hipperson, **SECONDED** by Cllr Batey the minutes were **AGREED**.

6. MATTERS ARISING (For information and not included on the main council agenda

Although this was to be discussed under agenda item 14, it was felt that Holt can't afford for Sanders to move out of town. It was agreed to write to Steve Blatch, Strutt and Parker and A Brown to see if the issues can be resolved.

It was confirmed that the Klongsdike building has now been sold to Case New Holland

Cllr D Baker reported that Mr Sanders has thanked HTC for their support and was unsure what else could be done as it is down to negotiations with the land owner.

Cllr Prior confirmed that NNDC had not stopped the land opposite being used.

Cllr Moore reported that Sanders has written to Carters to ask about land and are still waiting a reply.

A letter from Strutt and Parker was read out in response to our request for a timeline on the industrial land.

7. PRESENTATION BY GRACE FLOWERDAY ON LINKS WITH YOUNG PEOPLE AND THE TOWN COUNCIL

Grace Flowerday, a pupil of Sheringham High School, gave a brief presentation, main points as follows:-

- Holt is a beautiful place to live and should be enjoyed by all
- However the youth can feel disconnected
- If you talked to the youth you would see they have some excellent ideas.
- Youth have talents that could contribute to the life of Holt, such as IT skills
- Youth Council could meet and discuss issues affecting them and bring them to the Town Council
- Couple of representatives to come and present their ideas
- The youth feeling bored could lead to anti social behaviour
- Bringing the youth and older people together will build up a relationship and bridge the gap.

Cllr Prior felt the High School is a natural place to start this process and suggested using the School Council, get an item on their agenda and then share ideas.

Cllr Hill applauded the young people for wanting to get involved and all Councillors agreed.

Cllr Hill thought his son, who had experience of Youth Councils, would liaise with Grace and help. It was thought maybe Grace and colleagues could provide an update, to the Town Council, every Quarter on issues affecting them and Holt.

Cllr Traynier felt it could be beneficial to us to build these links for when we need volunteers.

Grace was advised she was always welcome to the Town Council meetings.

Cllr Prior will take this to cabinet

Cllr Smith was keen to facilitate an informal meeting to help and encourage the youth

8. REPORTS

8.1 Norfolk County Council

Cllr Baker not present

Cllr Batey will report some pot holes to the Clerk

8.2 North Norfolk District Council

Cllr Prior reported the following

Interim report has been received from the Boundary commission, which has recommended that

- Holt, Letheringsett and High Kelling become one ward.
- They received a submission from High Kelling who had a preference to be combined with a rural area rather than a town
- There is no recommendation for Parish changes it will be 3 parishes working in one ward.
- The link to this information has been sent to all Town Councillors.
- The SSA map was distributed to all Councillors, which explained details of each site.
- Cllr Prior reported she had asked that, when redoing the map, the school was taken off H09, because it has not been allocated or requested by the Town Council
- All parcels of land have appropriate numbers and if yes are in the text column it has gone forward into the call for sites.
- Cllr Payne asked to follow up the plots that had started or got planning permission that had not been shown correctly.
- Cllr Prior reported we need to be aware of the area at Thornage Road as we had been told this was a car Park but is marked blue for housing.
- It will come out for public consultation.
- There are two potential sites for the school.
- NCC has no preference for a site.

Cllr Moore felt we should be giving the Town Council preference for the school to NCC.

Cllr Traynier asked for news on Aldi. Cllr Prior reported the lease has been signed but time wise there is no update.

Cllr Hipperson reported orange plastic fencing here.

8.3 Holt Chamber of Trade

Cllr Smith reported the following

- AGM has been held.
- The Current Chair and Vice Chair are continuing as there was no further nominations
- It was suggested the format should vary and be less frequent in the year, maybe only 6 a year
- Had a speaker talking about employment Law and business leases
- Felt that events like the Holt Lights and the Norfolk Show could be handled by sub committees.
- Agreed all items on next agenda, with format for next year being discussed
- The late night Hospice shopping night was not successful and the shop wasn't even open.
- Dates of free parking in NNDC car parks area 11 and 18th December

Cllr Baker reported the lights were a lot better this year and the pantomime horse race was good. It was an achievement to be on television 2 years running. Thanks to be given to Byfords.

Cllr Hipperson reported he had been stopped by a couple of people with children who were highly complimentary about the event.

- Next year lights night will be on 22.11.16 with the road closure 4pm with the panto race at 5.30
- Parade will be at 6.00pm starting at the Comm Centre
- Switch on at 6.30pm
- They are well ahead of planning with full scheduled published soon, thanks to Ian Wilson/Hidden talents
- It was unanimously agreed that we will have a quarter shares in the RNS table to show our presence and to support the event.

***PUBLIC QUESTION TIME – Limited to 15 minutes
(Three minutes per person)***

No comments

9. TO DISCUSS GRANT ALLOCATIONS FOR SECOND ROUND OF GRANT FUNDING

On a **PROPOSAL** by Cllr Hipperson **SECONDED** by Cllr Traynier the following grants were agreed. 8 People agreed and 3 abstained.

1940s Weekend	£250.00
Mother & Baby at Methodist Church	£100.00
Holt United F C	£200.00
Holt Carnival Revival	£100.00
Holt & District Community Cafe	£500.00

Cllr Moore asked what the Carnival needs the money for as they held a carnival and made a profit and felt this was secondary funding.

Cllr Baker reported that this was a token gesture.

A letter was read out from the Bowls Club who had been awarded £300 towards the purchase of Chemical Storage Shed. It was explained that this was no longer needed and they asked permission to purchase delivery mats and scoreboards. The Council agreed this unanimously.

10. CAR PARKS

10.1 Update on car park working committee

Cllr Payne reported on the meetings main points as follows

- NNDC provided cost and income for 2015/16 in their car parks
- Albert St income was £190,765 including season tickets, this was the fifth highest in District, and Station Road was £34,254 including season tickets.
- Dubious about these figures as they show season ticket revenue at Albert Street £1251.99 and at Station Rd £224.81.
- Gresham's old school and Cley Road car park should be ready early next year
- Thought about locations for new car parks
- Move STS tyre depot and extend Station Rd car park
- Demolish house and extend Albert St to Mill St
- Mill Street as a stand alone
- Gresham's land opposite Thurlow Nunn
- Park and ride at the railway station using the hopper bus
- We need to know the position of Thornage Road car park
- Suggested changing town centre parking from 1 to 2 hours and 1 to ½
- It was felt changing it to two hours would make the situation worse
- Discussion took place to make part of Kerridge Way one way enabling parking down one side, this will be further investigated.

Cllr Moore felt the spaces at Shirehall are too small and the spaces outside Feeneys need to be marked so either cut down for one or marked for 2.

10.2 Update on Cley Road car park

- The S106 money from H01 will be available early in the New Year.
- Will follow up on the lease.
- The draft lease is with the owners to check it over. We will give a deadline of the end of January
- Then it will go back to DC to be checked
- Cllr Allison reported the project had started in 2013 then quotations had a second run in 2015 when prices had gone up 16% and we will need to go out to tender again.
- It was hoped we can get on with the project in the New Year
- Cllr Prior reported that Winns Close very unhappy with the parking situation and there had nearly been an accident dangerous situation. They didn't realise they could call the Police and it was explained that they must do this.

We will pass this onto PC Gower-Smith.

10.3 Update on Gresham's charity car parking

Gresham's have agreed to open up some land for car parking over the Christmas period, the Town Council has arranged for three charities to take part and take the profits for the day they man.

11. TO CONFIRM ITEMS FOR NEWSLETTER

It was agreed to send a newsletter out noting the Town Council office closure from 23.12.16 to 9.1.16 and wishing everyone a Happy Christmas

12. TO DISCUSS PROVISION OF ALLOTMENTS ON H09

It was reported that NNDC has enquired if we still think there is a requirement for allotments on H09. The Council unanimously agreed allotments are needed and the size must be sensible for the needs of people and facilities such as water and fencing will be required...

13. TO DISCUSS LIGHTING ARRANGEMENT AT HEATH FARM

Further to the information from Cllr M Baker, this was further discussed. It was felt that this major road with family houses nearby and lots of heavy transport should have lights.

It was felt the way forward is for a site meeting including Cllr M Baker.

Cllr Hipperson reported that on the social housing estate residents have to pay charge for street lighting and grass cutting.

Cllr Allison reported there will be 51 affordable housing on that site and that could be included in the discussions.

14 TO DISCUSS COMMERCIAL LAND/SCHOOL IN HOLT.

Cllr Baker reported on the response from Lovell and Strutt and Parker.

It was agreed to write to Steve Blatch and A Brown on behalf of Sander's

Cllr Batey felt the preference for the school would be the Gladman's site which is closer to where everyone lives.

Cllr Moore reported the only access to H09 is through an unlit road, H09 will be a very busy area.

It was **PROPOSED** by Cllr Batey **SECONDED** by Cllr Moore for a preference for the school on Gladman's site. Cllr Prior will take this forward to NCC

Cllr Payne reported that highways had no objection originally for 180 houses on this site.

Cllr Hill asked if we ask for Gladman's and don't get that have we shot ourselves in the foot hat if we don't get Gladman's.

A recorded vote was held as follows, the preferred site for the school to be on Gladman's site

Yes	D Baker, J Allison, M Batey, C Hipperson, R Moore, B Payne, R Percival, M Prior, R Smith, E Traynier
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Abstain	M Hill
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Absent	G Chapman, P Reed
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15 TO DISCUSS PROVISION OF GRIT BIN

A resident had asked if a bin could be provided for the residents of Pereers Close/Winns Close, after much discussion it was agreed to review this next year.

Cllr Moore informed the meeting that several grit bins had been requested in the past few months and if one was supplied then we would need to look at the others again. Cllr. Hipperson reported the bin at the top of underpass is never used.

16. CORRESPONDENCE

16.1	Holt Festival	Banners	Emailed
16.2	M Baker	Street lighting on H09	Emailed
16.3	NN Railway	Update	Emailed

16.4 Late Correspondence

16.4.1	Residents	Re post boxes	Emailed
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It was agreed to write to Royal Mail requesting the original post box is reopen or to provide another box at that end of town. Cllr Prior has already actioned this and will give the contact details to the Clerk.

16.4.2	NNDC	Boundary review	Emailed
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17. ITEMS FOR INFORMATION

17.1	Cozens	Re LED	On file
17.2	WPS	Re insurance	On file
17.3	NNDC	Big Society Awards	On file
17.4	PTS	Subscription for advice	On file

18. FINANCIAL MATTERS

18.1 Approve payments of invoices as attached

On a **PROPOSAL** by Cllr Hipperson **SECONDED** by Cllr Traynier the invoices, as attached, were agreed.

The Clerk informed the meeting that repairs and servicing to the DR will cost approx £500

19. PLANNING MATTERS (Appendix enclosed)

On a **PROPOSAL** by Cllr Hipperson, **SECONDED** by Cllr Allison there was no objections to the following planning applications

19.1 Planning applications to consider

LA/16/1063 Retention of alterations to shop front at 23 Market Place, Holt

NO OBJECTION

PM/16/1512 Details of appearance, scale, layout and landscaping (matters reserved under outline planning permission PO/14/0274 for the erection of 8 dwellings, garages and associated works) land north of Grove Lane.

NO OBJECTION but would like to reiterate the points made in residents email.

PM/16/1511 Reserved matters of appearance, scale, layout and landscaping for the erection of 17 dwellings, garages and associated works in respect of Outline Planning Permission PO/14/0284 at Land South of Cromer Road and West of Grove Lane, Holt.

NO OBJECTION but would like to reiterate the points made in residents email.

PO/16/0626 Site for the erection of up to 9 detached dwellings with access from Hempstead Road Land to the rear of Seven Acres, 61 Hempstead Road, Holt.

NO OBJECTION

The meeting agreed to accept the decision of Cllrs on the following applications after they have been on a site visit on 14.12.16

PO/16/1654 Insertion of dormer window to rear, to facilitate loft conversion at 2 White Lion Coach House, White Lion Street

OBJECTED as the heightening of the roof means the windows, although obscured, will overlook neighbouring properties. *Decision made at site meeting on 14.12.15*

LA/16/1675 Internal and external alterations to facilitate loft conversion at 2 White Lion Coach House, White Lion Street As above

PF/16/1543 Change of use from storage building to dwelling at Storage Building, Candlestick Lane, Holt. **NO OBJECTION**, *Decision at site meeting Wednesday 14th*

19.2 Decisions received last month

PF/16/1246 Conversion and extension to garage to form additional bedroom at Kimberly, Kerridge Way, Holt. **PERMIT**

PF/16/1346 Erection of pair of semi-detached dwellings following demolition of existing dwelling at 59 Hempstead Road, Holt. **WITHDRAWN**

PF/16/0712 Erection of 2 bedroom, single storey timber building for use as a holiday let at Oaklands, Grove Lane, Holt. **PERMIT**

PF/16/1299 Erection of single storey side extension to dwelling at 18 Rowan Way, Holt. **PERMIT**

LA/16/1502 Installation of solid fuel room heater and associated flue at 2 Queen Adelaide Court, Holt. **CONSENT**

PF/16/1451 Removal of conservatory and erection of 2 storey and single storey rear extension at 7 The Fairstead, Holt. **PERMIT**

PF/16/1543 Change of use from storage building to dwelling at Storage Building, Candlestick Lane, Thornage Road. **WITHDRAWN**

LA/16/0495 Internal alterations to facilitate extension of retail to first floor and floor area to loft and redecoration of shop front at 23 High St, Holt. **REFUSE**

PF/16/1493 Single storey extension to side to provide car port at Cedar House, 1 Greenways, Holt. **PERMIT**

C/1/2016/1003 Variation of conditions 1 (duration) and 2 (planning reference of existing

extraction area) of PP C/1/2010/1003 to retain washing plant until 29 July 2030 at Holt Quarry, Hunworth Road.

PERMIT

C/1/2016/1004 Variation of condition 1 (duration) of PP C/1/2012/1009 to retain portaloo and building until 29 July 2030 at Holt Quarry, Hunworth Road.

PERMIT

C/1/2016/1005 Variation of condition 2 (duration) of PP C/1/2013/1006 to retain portacabin until 29 July 2030 at Holt Quarry, Hunworth Road.

PERMIT

2.13 C/1/2016/1006 Part retrospective permission to retain inert recycling facility for duration of mineral extraction (29/07/2030) at Holt Quarry, Hunworth Road.

PERMIT

20. TO CONSIDER A RESOLUTION (UNDER THE PUBLIC BODIES ADMISSION TO MEETINGS ACT 1960) TO EXCLUDE MEMBERS OF THE PUBLIC.

On a **PROPOSAL** from Cllr Allison, **SECONDED** by Cllr Hipperson members of the public and press were excluded.

21. CONFIDENTIAL MATTER

21.1 Holt Hub – future Vision

Cllr Baker presented a vision for the town

On a proposal from Cllr Smith, unanimously agreed by council it was agreed that Cllr Baker could research this and bring back to the Council.

22. NEXT MEETING DATE

Town Council meeting Monday 9th January 2016

Budget meeting date 11th January 2016 5.00pm

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