



## HOLT TOWN COUNCIL

Town Council Office, Holt Community Centre, Kerridge Way, Holt  
Norfolk, NR25 6DN  
Tel 01263 712149

E mail: [holttowncouncil@gmail.com](mailto:holttowncouncil@gmail.com) [www.holttowncouncil.org](http://www.holttowncouncil.org)

Minutes of the Town Council meeting held on Monday 8<sup>th</sup> February 2016 at Holt Community Centre.

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

Elaine Oliver Town Clerk

Cllr P High NNDC

8 members of the public  
Press

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

### 1. APOLOGIES FOR ABSENCE

Cllr D Baker  
Cllr M Baker

### 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 8.18 and 14 Cllr Chapman

Agenda item 1.3 Cllr Allison, planning application is for a neighbour

### 3. POLICE MATTERS

There was no representative present from the Police but they sent in a report as attached.

### 4. ANNOUNCEMENTS BY THE MAYOR

The Mayor had sent his apologies.

### 5. AGREE THE MINUTES OF TOWN COUNCIL MEETING 11<sup>th</sup> JANUARY 2015

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

### 6. MATTERS ARISING if any (for information and not included on the main council agenda).

No matters arising

### 7. REPORTS

7.1 Norfolk County Council

Cllr M Baker not present

7.2 North Norfolk District Council

#### Updates as follows

Cllr High gave an update as follows:-

#### H01

- NNDC officers are trying to get the issues sorted so planning permission can be granted. The issues are regarding a watercourse going through the site. This is hopefully progressing in the right direction with further work being done by a hydrologist.
- Once the planning permission is granted the S106 funds will be made available.

#### Aldi site

- The repositioning of the mast is causing problem, which will have to be moved before any work can start. This should now be in the next couple of weeks.

### Grove Lane Situation

- Two different companies contacted Cllr High regarding the possibility of renting the Grove Lane building, he duly gave the names to NNDC.
- On a request from the Town Council he approached NNDC to ask about the possibility of contacting Royal Mail to see if the building could be used as a sorting office.
- NNDC has since contacted the agents of the Royal Mail.
- Cllr High explained that the email from Duncan Ellis regarding the future of the old NCC building in Grove Lane was due in part because the appendix was printed before discussion was held with Steve Blatch and the budget proposals were not discussed at cabinet.
- He reported no increase in council tax and no increase in car park charges in Holt.

Cllr Prior reported as follows:-

- Much the same issues as reported with Cllr High>
- She emailed members of the cabinet who were involved in Grove Lane and put in an official request that we don't lose employment land in Holt, and stressed Grove Lane was an ideal site for a much needed sorting office.
- Cllr Prior read out letter from SB which is on file.
- She also has emailed the planning officer dealing with H01, who is trying hard to chase up Norfolk Homes who are undertaking a further piece of work relating to flood assessment.
- This will then back to County and will be resolved once and for all.
- The matter raised needs to be fully resolved before permission can be granted
- Cllr Prior reported that they had worked hard not to increase council tax.

In response to a question from Cllr Payne Cllr Prior confirmed only coastal town parking charges will be raised.

### 7.3 Holt Chamber of Trade

Cllr Smith reported on the following

- Members were encouraged to publicise the newsletter to all their contacts.
- The Chamber has discussed Holt becoming a dementia friendly town.
- The importance of Holt in bloom has been highlighted in the HTC newsletter and the Chamber will embrace this fully.
- 27 exhibitors have registered an interest in the Norfolk show, there will be more info to follow.
- Thornage Road car parking issue was raised and discussed in detail. Most members are now aware that NNDC indicated a positive response prior to the Cabinet meeting, but this support has now been rescinded.
- The future of the Cley Road car park was raised and will be discussed at a later date.

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

*The comment came from the floor that Sanders need coach parking and we need car parking but nothing happens or changes and we can't continue like this. It was felt annoying that it appears the commercial land is untouchable and not being used.*

Cllr High left the meeting at this point

### 8. CORRESPONDENCE

|     |           |                                  |                  |
|-----|-----------|----------------------------------|------------------|
| 8.1 | Cllrs     | Re Cley Road car park/Gresham's  | Emailed          |
| 8.2 | C Sanders | Re Industrial Estate             | Emailed 19.1.16  |
| 8.3 | Resident  | Our Lovely Holt –                | Emailed 11.1.16  |
| 8.4 | NNDC      | Call for sites                   | Emailed 25.01.16 |
| 8.5 | NNDC      | Re cabinet report                | Emailed 30.01.16 |
| 8.6 | NALC      | Petition for Parish CI to appeal | Emailed 30.01.16 |

**9.ITEMS FOR INFORMATION**

- |     |                                                                                                                                                                                   |                       |
|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|
| 9.1 | Norfolk Coast Partnership                                                                                                                                                         | Election of Comm Reps |
| 9.2 | NNDC                                                                                                                                                                              | Royal Mail depot      |
| 9.3 | 1960s Club                                                                                                                                                                        | Thank you letter      |
| 9.4 | Dementia training confirmed as 2.00 on 7 <sup>th</sup> March in St Andrews church rooms                                                                                           |                       |
|     | Councillors were encouraged to attend this training, which will only last for an hour. It will help us understand dementia and know how, as a town, we should be dealing with it. |                       |
|     | Cllr Prior reported she attended the 3 hours course and came away with an understanding of the problems and how it can be helped in the commercial shopping situation.            |                       |
| 9.5 | Owners of Cley Rd car park site                                                                                                                                                   | Letter                |

**10. TO DISCUSS INSTALLATION OF NEW BENCH AT UNDERPASS**

A damaged seat has been removed from near the bypass. It was felt that a replacement seat is required, as the community bus stops there and a lot of elderly people use it. 2 have been vandalised on that spot. Cllr Hill thought it would be something that Aldi could donate but it was agreed to ask if anyone, through our newsletter, would like to have a memorial bench sited here.

**11. TO DISCUSS BEACON/CELEBRATIONS OF QUEENS 90<sup>th</sup> BIRTHDAY**

After an explanation from Cllr Allison on a proposal from Cllr Hipperson seconded by Cllr Prior it was agreed to purchase a gas burner and light it on 21.4.16. It was agreed that the best place would be Shirehall Plain which would mean suspending parking in 6 spaces, Traffic could then flow past Byfords and then down Bull St. It was thought that it would be ideal to have a few stalls in this area. Cllr Hipperson offered to help Cllr Allison with this but Cllr Prior was concerned that a number of volunteers would be needed. It was agreed to check on the insurance implications.

**12. TO DISCUSS PROGRESS OF INDUSTRIAL LAND IN HOLT**

Cllr Moore expressed concern about the industrial land in Holt, Some 30 years ago this land was passed for industrial use and only 25% has been used the rest is still empty. He felt that NNDC must have thought there was a need for industrial land in the town but felt that Holt has been neglected and that NNDC should now do something for Holt.

Cllr Hipperson felt that we didn't want to lose Sanders and indeed the excellent bus service which is well used particularly the south side of bypass. Sanders are a large employer in the town and the workers will be spending money in the town at lunchtime.

Cllr Prior felt that with the NNDC call for sites it is an ideal time to detail the uses for all land. She reported that NNDC has recently conducted a large study on what companies should go where etc, in the hope of moving industrial land forward. We also need to be proactive.

Cllr Payne reported that Sanders need more land and there is a piece they can access from their own site.

Cllr Batey felt the time may be ready to press NNDC to compulsory purchase some of this land.

Cllr Allison thought we could utilise our website to encourage businesses looking for premises.

Cllr Moore felt rather than put it on the website we should be looking at NNDC for incentives.

Cllr Percival was concerned that Grove Lane was no the most suitable place for a sorting office depot and that it might be more suitable for a different kind of business.

It was agreed to get a list of all points and compose a letter for NNDC via Cllr Prior.

Sanders explained the situation on the industrial site. It was agreed that Steve Blatch be invited to our next Town Council meeting to ask him what NNDC is doing for Holt and what incentives are offered to encourage people into Holt. He felt we were being let down and neglected.

Cllr Prior did feel we also needed to keep the goodwill of NNDC.

**13. TO DISCUSS TREE REPORT AT LETHERINGSETT MEADOWS**

Cllr Allison reported that the tree officer met with Cllrs Allison and Moore to discuss the trees at Letheringsett Meadow. The tree officer will plot the trees when the weather is better, so we know the condition of the trees and estimated costings on any work that is needed as they look in a poor condition.

Cllr Hill enquired how many trees affect the electrical cable. It was confirmed that if there is a problem with the supply, it would be the responsibility of UK Power Networks.

**14. TO DISCUSS CAR PARKING PROVISION AT HOLT**

Cllr Moore had suggested making Kerridge Way, from the Community Centre, one way and has car parking spaces on one side to ease the parking situation. This would give at least 40 car parking spaces and be a cheap option.

It was agreed the Clerk would contact Highways

Cllr Allison referred to the letter from the owners of the land in Cley Road and the drawing of the proposed car park. It was agreed that it was a positive response. Cllr Payne confirmed that this is a very low rent and based on an agreement for 10 years, he reminded councillors present that people already parking in Cley Road have got to find somewhere to park and this car park would be very suitable for workers and people from Cley and Blakeney.

He felt that with the £30,000 coming from H01 it won't cost a great deal of money but to refuse it could mean the money going on NNDC car parks in Holt. Going ahead with this scheme would show are willing to, in the short term, help ease the car parking situation.

Cllr Prior felt it essential to grab this opportunity get it through asap, she couldn't imagine what the response would be if we turned down our own proposal.

Cllr Hill felt he had only received information tonight and hasn't had time to look through it and he will have 20 questions to ask about how it would work, he felt there were a lot of issues to address so couldn't make an informed decision at the moment.

After much discussion it was agreed by the council to look at the newly revised business plan and make a decision on this car park at the next meeting.

**15. TO DISCUSS LETTER "OUR LOVELY HOLT"**

This letter had been received and was concerned with A boards and general goods on the pavements. It was agreed that we would write to the Chamber so it could be brought to the attention of their members. It was noted that some areas such as Feathers Yard is private property.

**16. TO CONFIRM NEXT THREE ITEMS FOR NEWSLETTER**

**The following items were confirmed for inclusion in the newsletter**

Flying the flag for Commonwealth day

Encourage a memorial bench by the underpass

Beacon being lit for the Queen's birthday and advertise the stalls

Heritage Trail.

The Clerk and Cllr Percival were congratulated on the first edition of the newsletter.

**17. FINANCIAL MATTERS**

17.1 Approve attached list of invoices

On a **PROPOSAL** by Cllr Batey **SECONDED** by Cllr Traynier the invoices were agreed

Reference was made to the business rates which had, contrary to what we had been led to believe, been backdated.

**18. PLANNING MATTERS (Appendix enclosed)**

18.1 To consider planning matters – applications and decisions

PF/15/1883 Erection of porch to front and alterations and conversion of one garage to form habitable room at 27 Pearsons Road, Holt. **NO OBJECTIONS**

AN/15/1702 Display of 1 fascia sign, 1 hanging sign, 1 acrylic board sign and white acrylic lettering at 2 Station Road, Holt. Amended plans of hanging sign **NO OBJECTIONS**

PF/16/0020 Erection of single storey front extension 53 Cromer Road

**NO OBJECTIONS**

PU/16/0067 Prior notification of change of use from A1 to cafe A3, 16 Bull Street

**NO OBJECTIONS**

PF/16/0009 Erection of single storey side front and rear extensions 52 Charles Road

**NO OBJECTIONS**

**19. DECISIONS RECEIVED SINCE LAST MEETING**

|              |                                                                                                                                                                                          |                   |                  |
|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|------------------|
| PF/15/1434   | Change of use from retail (Class A1) to restaurant (Class A3) and erection of external flue. Revised scheme PF/15/0388                                                                   | 4 Fish Hill       | <b>PERMITTED</b> |
| LA/15/1765   | Display of fascia sign at 4 Fish Hill                                                                                                                                                    |                   | <b>CONSENTED</b> |
| LA/15/1411   | Internal alterations and erection of external flue                                                                                                                                       | 4 Fish Hill       | <b>CONSENTED</b> |
| AN/15/1602   | Installation of 2 replacement fascia signs                                                                                                                                               |                   | <b>CONSENTED</b> |
| PF/15/1607   | Installation of 8 solar panels                                                                                                                                                           | 30 Cromer Road    | <b>PERMITTED</b> |
| NMA1/15/1395 | Non material amendment request to permit addition of 2 rooflights to extensions window at ground floor level within south elevation and window to first floor level within matron's flat |                   | <b>APPROVED</b>  |
| PF/15/1456   | Erection of two storey rear extension and detached single garage                                                                                                                         | 23 Cromer Road    | <b>PERMITTED</b> |
| A1/15/1465   | Display of various illuminated and non illuminated signage                                                                                                                               | 33-35 Cromer Road | <b>CONSENTED</b> |

**20. NEXT MEETING DATE**

Town Council meeting Monday 14<sup>th</sup> March 2016

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