



HOLT TOWN COUNCIL

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Minutes of the Town Council meeting held on Monday 13th March 2017 at Holt Community Centre.

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

Elaine Oliver Town Clerk

Cllr P High NNDC

9 members of the public

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

1. APOLOGIES FOR ABSENCE

Cllr G Chapman

Cllr M Baker NNDC

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

No declarations were made.

3. POLICE MATTERS

Graham Gower-Smith reported as follows:-

- The crime figures that are now supplied are not specific to Holt. This is to protect small Parishes where vulnerable people may be identified. So the available figures are not so relevant to us.
- PC Gower-Smith will still discuss local issues with the Clerk, on a month on month basis.
- The latest figures, which are on file are for February only and not up to date.
- There have been a number of burglaries in and around Brinton, which have tended to be holiday homes which sometimes are not discovered for a while.
- We must all remain vigilant.
- The 2 SNAP priorities are wildlife and rural crime particularly youths without lights on bikes
- The next SNAP 18.5.17 at HYP
- There has been damage in and around the library and someone has been arrested for damage to the CCTV cameras.
- Crime figures can be inaccurate as 1 person can commit 3 offences in one act

4. ANNOUNCEMENTS BY THE MAYOR

- Cllr Baker reported on events in the last month, main points as follows:-
- Welcomed Cllr Maggie Prior as Vice Chair.
- Reported the death of a past Town Councillor, Michael Brown, and a minutes silence was duly held.
- Reported that the TC had joined up to the hedgehog preservation scheme.
- Gave a summary of the Maintenance team's recent works.
 - Reported that the cemetery looks good with painting, edging and tidying up all been carried out.
 - Railings are due to be painted black
 - The Memorial garden has been worked on as well and beds are nearly all mulched.
 - Bench painting programme is working through the 38 benches in town.
 - Continued with the normal maintenance programme.

- Dealt with dangerous trees after storm Doris.
- Carried out Spring planting
- Painted Peacocks fence and gate,
- In general the first six months of having a maintenance team is a success.
- The co-option process is underway with “interviews” on Thursday and Friday
- The process is being undertaken in a fair and open way, where everyone who applied is treated fairly.
- Lists of applicants will be released at the meeting due to confidentiality issues

5. AGREE THE MINUTES OF THE TOWN COUNCIL MEETING 6th FEBRUARY 2017

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

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

The Clerk reported that she is hopeful that the bridges team will be able to improve the subways in some way, though budgets at NCC are tight.

7. REPORTS

7.1 Norfolk County Council

Cllr Baker not present

The only issue mentioned was the painting of the subways, which had already been discussed above.

7.2 North Norfolk District Council

Cllr High gave the following report

- Star Plain building now has scaffolding around it.
- He has spoken to Nick Baker who informed him the enforcement officer is going to have a look at this and will continue to monitor it.
- Praze Cottage on Bull Street is also in a bad state.
- Cllr High reported he will be resigning 24th March, but will remain on SNAP and the Owl Trail committee, as a member of the public
- This is his final meeting, after 22 years.

Cllr Baker thanked Cllr High for the incredible amount of time he devoted to the community and all his work.

The Clerk following up on the report on Praze Cottage and no 8 Star Plain reported that the Holt Society had asked for our support, it was agreed to support them in working on getting this properties upgraded.

Cllr Prior requested to take the community housing fund item into part 2, due to financial information.

7.3 Holt Chamber of Trade

Cllr Smith reported the following:-

- Not present at the last meeting.
- The planning application for the barrows outside Barclays was called in by Cllr High. Ian Cooke attended the planning meeting at NNDC
- Ian Furniss thanked both for their input.
- It was reported that tenders are going out for Gresham's car park project, there has been a hold up with the traffic regulation order, which Cllr M Baker is helping to resolve.
- It is hoped that the car park will be up and running this summer
- The Cley Road car park is about to start, meaning a further 80 cheap, long stay places.
- Holt in Bloom had been very successful and it was hoped more traders would embrace it this year.
- Holt Festival will be on the 22-30th July and will cover a variety of acts.
- 28th July will see free events from 11am -4pm, this was to be at Shirehall Plain but is to be moved to Fish Hill/Star Plain.
- Len Casey reported that this year's RNS will be the biggest show ever, the Holt tent has been moved opposite to last year's site.
- This will enable a picket fence with table and chairs and the BBC will use this area. The EDP will promote it.
- It is hoped that Edgefield Nurseries and Thaxters will provide sponsorship with fencing and plants.
- No information on the progress of Aldi at this stage

- Michael Hill had been asked to remain on the Owl Heritage Trail.
- £500 was promised by the Chamber for any project that helped the town.

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

Questions as follows

- Hoped the issues regarding the subways are moving forward,
- Vegetation needs attention.
- The Turf overhanging the tarmac was just thrown back onto the grass after it was cut.

Cllr Hipperson reported that Aldi will do some work on it under the S106 agreement.

There are 2 underpasses and Aldi will only be doing the lower one.

Cllr D Baker reported it is not in our remit and our maintenance team has enough to concentrate on. However it is hoped next year we might be able to take over some of these duties for a fee.

Cllr Prior felt that these should be done annually by NCC and we can't hold a planning applicant responsible for these maintenance issues.

8. TO DISCUSS CONTRACT FOR GRASS VERGE CUTTING

Cllr Baker reported we have discussed with NCC the possibility of taking on the verge cutting for a fee.

Approx £3000 was offered, but no confirmation that this would be ongoing.

It was agreed to do a year with our maintenance team and monitor the work that can be done.

It was agreed a map showing all the different local authority areas would be useful.

Cllr Reed was not happy the Town looks a mess every summer and it just goes on and on.

Cllr Hipperson thought it would be a good idea to show who is responsible for what areas in the Chronicle.

It was agreed to revisit this before 2017/18 contract years.

9 TO DISCUSS SPOUT COMMON POND REPAIR

Cllrs Payne and Hipperson reported that the pond does need work. It needs digging out and concreted. Cllr Payne thinks the slight crack will get bigger with the weight of the water.

Cllr Baker was concerned that the original contractors repaired the pond and now we have a leak they want to charge us.

Cllr Payne reported they had done a good job but this area has no support on the outside and this has caused the leak.

As the pond can't be drained at this time of year, because of the frog spawn, it was agreed to repair it in the autumn and get three quotes then. This was fully agreed

10. TO DISCUSS CONSTITUTION OF SPOUTS COMMON COMMITTEE

It was reported the terms of reference were drawn up when Cllr High was Chair, it was said then that the Chair should be a Town councillor but the terms of reference does not make this clear.

The Committee, who do a fantastic job, elect the Chair.

Cllr Hipperson reported that as Cllr High has resigned from the Spouts Committee, Cllr Allison could take his place

It was agreed that it was up to the committee to elect a chair and there was no reason to change the terms of reference.

This may help to expand the committee and get real enthusiasts involved.

11 TO DISCUSS EQUIPMENT FOR MAINTENANCE TEAM

A number of items are required. The Kubota is excellent for certain roles but not great for some other roles.

So on a proposal by Cllr Traynier, seconded by Cllr Smith it was agreed to purchase A Turner's old transit for £800 and purchase a new strimmer for the maintenance team.

It was agreed also to work towards having separate equipment for the Spouts volunteers and the maintenance team.

12. TO CONSIDER NEW STREET LIGHTING

After discussion and perusal of the figures for the above tender for 3 years, and on a proposal by Cllr

Traynier seconded by Cllr Hipperson it was agreed to award the tender to T J Jones

13. TO DISCUSS COMMUNITY HOUSING FUND (ref letter from NNDC)

As reported earlier this will be discussed in part 2.

14. TO CONFIRM ITEMS FOR NEWSLETTER

The following items were agreed

- Pictures of the work at the memorial garden and Cemetery
- Fish Hill improvements
- Update on car park

15. CORRESPONDENCE

15.1 Post Office Re Post Box

It was reported that the Clerk had met with the PO and although Holt doesn't meet the criteria, they agreed the need for a P O box, the Church end of town. It was hoped it would be outside or near the old P O, but this may be a problem with wires etc under the pavement. The second option would be near the millennium shelter at the bottom of Church Street. This is all dependent on funding and planning permission.

15.2 Community Centre Rent/ Room increase

15.3 David Hurdle Paper on Sheringham bus and train Connections

It was agreed that the Town Council would support this initiative and that the connections proposed would not only be an asset for Holt but essential to its survival.

15.4 R Percival Care home provision in Holt

It was stated that this is not under remit of HTC

15.2.1 Late Correspondence

15.2.2 CPRE Petition against new housing

The Town Council did not wish to sign up to this petition.

15.2.3 NNTPF Latest correspondence

15.2.4 Holt Festival Site for outdoor events i.e Fish Hill

It was agreed that this site may be better suited than Shirehall Plain and HTC had no objections to it.

16. ITEMS FOR INFORMATION

16.1 Hornsea project 3 offshore wind farm Holt Presentation 9.3.17

17. FINANCIAL MATTERS

17.1 Approve payments of invoices as attached, On a **PROPOSAL** by Cllr Hipperson, **SECONDED** by Cllr Batey the payments were approved, unanimously agreed

18.1 PLANNING MATTERS

PF/17/0172 Conservatory to shop front at The Feathers Barn, Holt. **NO OBJECTIONS**

PF/17/0217 Erection of single and two storey extension to dwelling at 55 New Street, Holt. **NO OBJECTIONS**

PF/17/0141 Erection of lighting on 4m high columns to car park to replace existing bollard lighting and replacement lighting fixed to wall. Alterations to existing coach entrance at Gresham's Prep School. **NO OBJECTIONS**

LA/17/0200 Internal and external alterations at 1 Carpenters Cottage, 29A Norwich Road. **NO OBJECTIONS**

PF/17/0344 Demolition of car port and erection of two storey side extension to form annexe, 6 Kelling Road **NO OBJECTIONS**

LA/17/0196 Partial demolition and rebuilding of front elevation and other internal and external works including removal of chimney and staircase, 3-5 Fish Hill **NO OBJECTIONS**

On a proposal by Cllr Batey and seconded by Cllr Hipperson the above comments were agreed.

DECISIONS RECEIVED SINCE LAST MEETING

PF/16/1735	New utility/boot room at 42 Hempstead Road, Holt.	PERMIT
PF/16/1739	Single storey extension to rear of bungalow at 11 Town Close.	PERMIT
PF/16/1740	Removal of planters, relocation of benches and provision of new trading barrows in front of the existing bank shop front at 16 The High Street.	PERMIT

PF/16/1755	Single storey rear extension and replacement conservatory to side elevation at Pippin Heath House, Hunworth Road.	PERMIT
PF/16/1740	Removal of planters, relocation of benches and provision of new trading barrows in front of the existing bank shop fronts at 16 High Street.	REFUSE
PF/14/0925	Erection of wind turbine with hub height of 40m and blade tip height of 66m with associated substation buildings and, access tracks, and crane hardstanding Land at Pond Farm, New Rd, Bodham.	ALLOWED
PF/14/1669	Installation of a single wind turbine with maximum height to tip of 78m, a new access track, a hardstanding, a small substation building, a temporary meteorological mast and associated infrastructure at Selbrigg Farm, Hempstead.	ALLOWED
PF/17/0094	Insertion of doors, windows and erection of boundary fence at Unit 4, Holt Antiques Centre.	PERMIT
PF/17/0124	Erection of single storey side and rear extension and removal of detached garage	PERMIT
PF/17/0044	Demolition of existing dwelling and replacement with a pair of semi detached dwellings at 59 Hempstead Road.	PERMIT

19. NEXT MEETING DATES

Annual Towns Meeting 27.3.17
Neighbourhood steering group 27.3.17 at 4.00pm
Town Council Meeting 10.4.17

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

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

21. CONFIDENTIAL MATTERS

21.1 Personnel issues

Following the recommendation of the personnel committee and on a proposal by Cllr Prior and seconded by Cllr Hipperson it was agreed that Terry Lawrence be offered the permanent role of full time maintenance person.

21.2 Update on Holt Hub – future vision

Cllr Baker reported that options are still be researched.

21.3 Consider quotation for Cley Road car park

This was deferred to the next meeting for a full discussion of quotes.

21.4 Community Housing Fund

Due to financial information Cllr Prior discussed this in part 2. If anyone has proposals for this fund it was requested to discuss it with Cllr Prior or the Clerk.

D Baker(Mayor).....Date