



HOLT TOWN COUNCIL

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Minutes of the Town Council meeting held on Monday 10th October 2016 at Holt Community Centre.

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

Elaine Oliver Town Clerk

Cllr P High NNDC
Cllr M Baker NCC
PC Gower-Smith Norfolk Constabulary
North Norfolk News
7 members of the public

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

1. APOLOGIES FOR ABSENCE

Cllr D Baker
Cllr P Reed

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:-

- J Allison – mentioned in accounts, agenda item 18.1

3. POLICE MATTERS

Police gave the following report

- 68 calls have been made to the police via the 999 or 101 system,
- 5 Crimes reported, and 6 domestic based incidents.
 - 1 x Drugs
 - 1 x Common assault
 - 2 x Criminal damage
 - 1 x Harassment
- Change of date for SNAP meeting, now to be held on 17th November

SNAP priorities this quarter

- Speeding High Kelling and Bodham A148
- Youth ASB Spouts Hill and Briston Recreation park
- Parking Coronation Road and Neil Avenue & Church Lane Briston

PC Graham Gower-Smith reported that he is attempting to get some funding for wildlife cameras, this needs to go through a strict procedure and Spouts may be a good location on a temporary basis. This can be tied in with other local issues and areas.

He agreed that moving the youth from one area to another doesn't stop the problem.

The Police have referred individuals taking part in anti social behaviour and this will reinforce the message to curb their behaviour.

- Plans are in place for the lead up to Halloween, residents are advised to call police if large groups of youths congregate.
- It was reported that there will be some extra Police on duty for the Holt Christmas lights switch on night, but the Police foresee no problems.

Cllr Hill asked if there was any further information on 3 people in the vicinity of Holt, who had been reported shoplifting with a suitcase.

- Graham Gower-Smith reported this would be in the next batch of reports.

Cllr Moore reported the problems with parking on Hempstead Road directly opposite Coronation Road, this is always a problem and causes a hazard. The main issue is when the buses come through, which narrows it completely.

- Graham Gower-Smith reported that the Police don't deal with parking issues but they now have the facility to deal with cars obstructing pavements and roads more, however this scheme is in its infancy.
- He stated that it can be difficult to take action in an area where there is no parking restriction.
- The law says you shouldn't park within 20 yards of a junction but this is an issue for the parking enforcement team, however the parking enforcement team won't deal with cars on the pavement.
- He is aware that the Industrial estate is rife with bad parking but if he ticketed one car he would have to ticket them all and this would then push the problem down to a local housing estate and he tries to always see the bigger picture.
- He wishes, where there is a danger, there was some parking restrictions.

4. ANNOUNCEMENTS BY THE MAYOR

Cllr D Baker not present

5. AGREE THE MINUTES OF TOWN COUNCIL MEETING 12th SEPTEMBER 2016

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

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

Cllr Prior, reported that the H09 site and the roundabout went before planning and Highways considered all the safety issues and were happy that the roundabout was being slighted moved. A Member had directly asked if Highways were in agreement and it was reported it had been moved slightly to allow the embankment on the other side.

It was reported that Cllr Baker had replied to Town Council question regarding non attendance of meetings. He feels that meetings go on too long and he is not prepared to sit in a meeting until 11.00pm.

7. REPORTS

7.1 Norfolk County Council

Cllr Baker reported the following:

- He has attended various meetings regarding H09, over the last 6 months and is happy to report that it is happening.
- He was sorry people are unhappy with the siting of the roundabout but assured the meeting that NCC will not put in an unsafe roundabout.
- Initial work has started and should be finished in the Spring, then construction on H09 can commence.
- Gresham's project is starting and it is anticipated that the Highways access to this will be onto the old Cromer Road, so they will not be driving up and down Grove Lane
- Finally the problems have been overcome at Peacock Lane and that project should also be kicking off.
- All of this development will give Holt 500 or so houses which will potentially go a long way to spoiling the town. The plus side is that it is creating commercial zones with some social housing which must be good for people wanting to work here
- Primary school gestation period is 5 years, we have entered that 5 year period, with £50,000 being allocated to look at the scheme. The first pupils to the new school should be in 2021.
- County Hall is still discussing devolution and the proposal to link up with Suffolk.
- There is no agreement from all to go with devolution.
- County has created a stir when it agreed a new car park area and put restrictions on staff using normal car parking area. Staff will have to pay in an additional area, which will then be let out to public at the weekends. They hope to get back a return on this in two years.

Cllr Prior enquired if something had gone astray with H01, since the last meeting.

- Cllr Baker was not aware of any problem..

Cllr Chapman reported that the roads are in a terrible state mentioning safety issues and the big dip outside Larners.

- Cllr Baker reported the Highways team turned up Friday last week put signs up and then went off. The hole is still there and he is waiting to find out what and why. He is concerned that tarmac on the top is not going to solve the problem.
- Cllr Baker reported because of funding by central Govt the road maintenance budget is restricted. Where there is a danger NCC has to deal with it but the perception of danger is not always the same as we would perceive. If there is an imperfection in the road the driver should drive to the conditions.

Cllr Chapman reported that are ruts in the road which would be dangerous for cyclists.

- Cllr Baker would like these reports in writing

It was reported a lot of the issues Cllr Chapman had brought up had been reported.

Cllr Hill reported he had attended presentation on NDR and was concerned about the signage directing traffic to Holt for people coming out of Norwich.

- Cllr Baker assured the meeting there will be signposts directing people to Holt.

Cllr Hill was still not convinced it will be signed to Holt and felt that Holt will be obliterated until the last sign.

Cllr High stated another meeting was due, before Christmas, regarding the school and asked if Cllr Baker would enquire about the date.

7.2 North Norfolk District Council

Cllr High reported the following

- Big Society came along to Spout Hills and they were very impressed with the work that had been done.
 - He reported on the boundary changes and reported on the 3 options for Holt
1. Holt to join with High Kelling, Thornage, Letheringsett and Glandford, so becoming one larger area with 2 members
 2. Holt cut in half with villages such as Thornage Edgefield going with the south and Kelling with the north making 2 areas each with a member.
 3. Holt being such a close knit area could become a single member ward.
 - There will be a public consultation after Christmas
 - He reported on the Owl trail and an email had been sent out to all members.
 - Cllr Hill has worked very hard on this
 - We have begun to look for funding for this.
 - It is hoped that it would be completed by Spring ready for Norfolk show.

Cllr Hipperson asked if the costs are still OK and was very keen that it gets the funding it needs.

- Work is going on to establish costs and get comparative costs.
- Difficulty is with the brass plaques as a highly specialised company makes them individually and all quotes come back to the original supplier.

Cllr Smith asked for an update on 8 Star plain,

- Cllr High stated it has been reported to NNDC, there is some concern that the porous stones have been painted.

Cllr Hill asked if this property posed a danger or threat of danger.

- Cllr High replied it didn't.

Cllr Smith felt if they did inspect outside it may be prudent to look at inside and confirmed the first floor is occupied

Cllr Traynier asked for news on Aldi,

- Cllr High reported he had received an email from the developer who has got to renegotiate prices, once that is done and the mast sorted out, the building will start
- He agreed to ask Tim Scholfield along to a meeting if there is something positive to report.

Cllr Prior reported as follows

- We should have some further information from the Boundary Commission in March next year.
- She is on the subcommittee considering the changes and it is anticipated there will be a reduction in Councillors from 48 to 40.
- This is now down to Boundary commission
- The sub Committee divided the population by the proposed number of Cllrs and looked at

those with the consideration of any properties that had already been passed for planning permission.

- Cllr Prior confirmed, in response to a question from Cllr Hill that this included H09/H01 and Gresham's
- Any suggestions by working group has been sent off to the Boundary Commission but as of yet have not heard from them.
- Cllr Prior fear was that Holt could be split at the bypass, she felt that this is the worst thing that could happen to the community and town and felt that some members of the Town Council may agree with this.
- She highlighted that in terms of numbers Holt fits the criteria for having two full councillors.
- We should see something happening at H01, although she is not included in communications about this.
- Update on Aldi, developer was positive about the lease being signed by end of the month, she felt that it is not Vodafone holding it up but the new people.

Cllr High reported the problem is with the base

- Cllr Prior reported we will have 4G when it is all arranged.
- Cllr Prior reported that the owner of 8 Star Plain will not be doing any internal or external repairs to get somebody interested in the bottom floor.
- There is no promise that enforcement action can be taken as there are no grounds for it such as danger
- Cllr Prior reported that she had looked at the figures for the grant systems and out of 121 parishes and towns Holt is second on the list for monies received.
- Sheringham and Mundsley are within our group of monies received and then the next towns/villages see a drop by about £30000.
- She felt it would be useful to look at why other towns are getting injections of cash and what the Town/village in question is putting into match fund

Cllr Allison thanked Cllr Prior for her help in getting the tree report from NNDC regarding Thornage Common. The report shows acceptable and unacceptable risks. He requested that each member has a copy of this report for discussion at the next meeting.

7.3 Holt Chamber of Trade

Cllr Smith reported the following

- Unfortunately could not attend the last meeting
- The Chamber has written to NNDC for free pre Christmas parking for all Sundays in December
- The late night shopping evening has been confirmed as 8.12.16 when shops will be open until 8.30
- Len Casey was thanked for his contribution to the RNS. 21 traders have signed up for next year and have suggested more community involvement in the marquee, with representation from Society and Clubs showing what is going on in the town.
- Cllr Smith attended a Holt Christmas lights meeting this morning,
- Last year around £7500 was spent on Christmas lights, which was significantly less than the previous year as it is usually in excess of £20,000
- Great British High Street award gone on twitter, Chair of the Chamber thanked Cllr Hill and Len Casey for their input into the Great British High Street award. This has really gone onto Twitter too soon.
- James Stronach from Gresham's reported he is still waiting on Highways, but the car park should be open by Easter. Free car parking will be available free parking at Christmas.
- TIC may not be funded, in the future, by NNDC .
- The Chamber felt that NNDC is trying to hive the TIC off.
- The Chair is going to write and encourage NNDC to set the TIC up on a commercial basis and make it self funding.
- Cllr Prior reported she had met with the officers regarding the TIC had discussion with the officers, who reported that since Mr Furniss met with them in April they have not had a reply from him. She reported that some people/towns have made a request to work with TIC as part of a project. It is not a necessity to take them as there is no question of it not

operating in the immediate future.

Cllr Hill reported that the Great British High street award had the greatest number of applicants this year. Once the short list is announced people will be able to comment. Holt has entered under the small country town section.

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

Resident commented as follows:-

- Mr Wright reported the underpasses, which he has raised in the past, is still a problem. The trees are getting bigger, the grass is getting longer, bushes are overhanging and shedding berries, it is a matter of health and safety because someone could easily slip over.

Cllr High will speak to Paul Ingham at NNDC and liaise with NCC

- There are large amounts of brambles across the pavement up Station Way from the Aldi site. The trees and vegetation needs cutting.

Cllr Hipperson reported the trees were like it when Thaxters were there.

- The Junction of Grove Lane and Pearsons Road. It was requested that the yellow lines be extended further down. There is always a car parked in Pearson Road and the new FP is restricted.

Cllr Percival reported this is a problem the FP finishes at a dangerous spot and the kerb is covered in rubber marks. Traffic going to the building site at the end have struggled to get round the corner and it has become a very dangerous junction.

Cllr Baker stated that you have to believe professionals. He reported that plan after plan was made for this area and that the plan for the yellow lines didn't come up out of the ether it was on the plans and all possibilities were looked at.

It is a road for walking as much as a vehicle road and the pavement was put in on the corner to help pedestrians, any vehicle parked on the corner restricts access.

He reported that drivers should read the Highway Code and not park 20 yards from a junction. He also reminded the meeting that he and Cllr High did visit every property in Grove Lane and it was agreed they did not want changes in Grove Lane. Some years there was an option to put yellow lines in Pearson Road but there was such an outcry, the council decided not to action it.

8. TO CONFIRM NEXT THREE ITEMS FOR NEWSLETTER

The following items were agreed for the next newsletter

- a. 1.12.16 is the start date for the Post Office operating in Budgens
- b. Christmas lights night
- c. Great British High St award progress
- d. Walking with the wounded, as the charity that benefited from the Holt 1940s weekend

Cllr Smith to supply information for b,c, and d

9. TO CONFIRM DONATION TO THE HOLT CARNIVAL REVIVAL

It was reported that the Holt Carnival now have a bank account. Cllr Moore enquired what the grant would be required for as the event had now taken place.

It was confirmed that it was agreed to donate £350 in July agreed but we needed clarification of a bank account.

Cllr Baker thought it may be a good idea to offer them an interest free loan, as the money was probably needed to put events on.

It was agreed to ask the Holt Carnival revival group to apply for a grant in the second tranche which will be coming up in the December meeting, so we have the full information, as the original grant form was never supplied.

10. DISCUSS RELOCATION OF BUS SHELTER IN HIGH KELLING

After a lot of debate and discussion it was agreed that we needed confirmation on the responsibility of the bus shelter in future as Councillors felt they didn't want to maintain it. It was agreed that the existing shelter should be moved but didn't want in to hamper the forthcoming proposals for the orbital rail link.

It was felt it could be nearer the new pedestrian crossing point.

It was agreed to confirm the responsibility and ask for the shelter to be moved a few yards to the east.

Clarification on the type of pedestrian crossing will be sought.

11. DISCUSS PROVISION OF A REPLACEMENT SEAT BY THE UNDERPASS

Cllr Hipperson stated that Station Road used to have a seat by the underpass which was removed as it was vandalised and parishioners are requesting it is reinstated.

Cllr Prior felt it was a vulnerable spot and Cllr Allison felt wood is easily vandalised.

Although the 2 seats in the underpass have never been vandalised.

It was agreed to see if anyone wished to place a seat here in memory of a loved one via the Holt

12. REGULAR OPENING OF CEMETERY GATES AND MEMORIAL GARDEN

Some parishioners have approached Councillors about opening of the vehicular access in the week. It was discussed at length and one issue was in the past people have used it as a car park for the town. It was confirmed that the pedestrian gate is open 24/7.

It was **PROPOSED** by Cllr Hipperson, **SECONDED** by Cllr Chapman to have a trial run of opening the cemetery Monday to Friday

Cllr Hipperson called for a recorded vote, results as follows

FOR Cllrs Chapman, Hill, Hipperson, Percival,

AGAINST Cllrs Allison, Batey, Moore, Payne, Prior, Smith & Traynier

ABSENT 2

Motion duly defeated

Cllr Moore stated he had a volunteer who was willing to open the cemetery at 8.30 on Sunday and would probably be willing to include the memorial garden with this.

A recorded vote was called for opening of the memorial garden on a Sunday

FOR Cllrs Allison, Batey, Chapman, Hill, Hipperson, Moore, Payne, Percival, Prior, Smith and Traynier

AGAINST 0

ABSENT 2

Memorial Garden will be opened on a Sunday.

It was further agreed that the Memorial Garden will be opened, part of the day, Monday to Friday even when the clocks have gone back.

13. TO DISCUSS STREET LIGHT INVENTORY AND POSSIBILITY OF LED LIGHTING

Cllr Batey reported that he felt the Town Council should be looking at switching their stock to LED.

He felt it might be a good idea to adopt a policy of replacing lights with LED as they failed.

The meeting agreed to wait until April when the new contract will have been awarded and include the cost of switching from sodium to LED in the tent

14. TO DISCUSS OLDER PERSONS HOUSING PROVISION

Cllr Prior suggested that we defer this topic because after having had a meeting with Strutt and Parker and Lovells there will be some changes to H09, she felt we are trying to discuss without having information and it would be better to discuss this after their presentation.

Cllr Percival read out some thoughts he had regarding this topic (attached)

He felt very strongly that alternative housing is not available for the older person and they have to move away to find suitable accommodation and then become isolated. He felt it was important to look at the whole issue.

Cllr Payne understood it was a big issue but felt that Holt has got facilities for older people such as Ainsworth and Lloyd Court.

He felt that the best site for this would be the primary school site.

Cllr Hipperson reported that elderly persons bungalows are being purchased by Londoners who are buying them up for an investment

Cllr Prior felt it was important to have the details of the SSA, as we don't know what the choices are at the moment.

It was agreed to wait and look at the SSA document and the proposals for H09.

15. TO RECEIVE AN UPDATE ON SPOUTS COMMITTEE

15.1 RATIFICATION OF SPOUTS MINS 19.04.16

These minutes were duly ratified by the Town Council.

15.2 RATIFICATION OF SPOUTS MINS 26.09.16

The minutes were duly ratified by the Town Council. It was **PROPOSED** by Cllr Allison, **SECONDED** by Cllr Hipperson for Cllr Payne to replace Cllr Hill as a committee member. Cllr Allison explained and clarified the classification of Spouts Common as a County Wildlife site. This was probably actioned by Sarah Price NCC and we were never informed as a Town Council about it.

The meeting agreed with Cllr Allison that they were happy to go along with Spouts being a CWS as long as powers are not increased and they are just an advisory body that can't dictate terms.

Cllr Allison explained the work schedule. A side bar mower has been broken and it is hoped that River Glaven Conservation Trust will buy a new one.

It is hoped that with Terry and Andy can undertake some standard work, leaving the volunteers to concentrate on certain projects.

After much discussion it was **PROPOSED** by Cllr Allison, **SECONDED** by Cllr Hipperson to have no metal detecting on Spouts Common. Agreed unanimously

16 CORRESPONDENCE

16.1	NCC	Relocation of bus shelter	Emailed
16.2	NNDC	Development committee 22.9.16	Emailed
16.3	Resident	Metal detecting	Emailed
16.4	NALC	Precept consultation/NALC Newsletter	Emailed

Late Correspondence

16.5	NNDC	Draft sustainability appraisal scoping report	Emailed
16.6	P Johnson	Re Peacocks	Emailed

Everday

17. ITEMS FOR INFORMATION

17.1	N Lamb	Congratulations on Anglia in bloom
17.2	Rotary	Planting of crocuses

It was reported that the Rotary Club felt that it was difficult to plant on the roundabout, due to health and safety etc. They felt that it would be a good place in the Peacocks playing field on the left and the patch of grass at Church Street toilets.

This was agreed however Cllr Moore was concerned about them being damaged at the play field. It was agreed to talk to Rotary again about planting on the either side of the road coming in from Letheringsett.

17.3	M Baker	Re meetings
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18. FINANCIAL MATTERS

18.1 Approve payments of invoices as attached

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

19. PLANNING MATTERS (Appendix enclosed)

19.1 PLANNING APPLICATIONS TO BE CONSIDERED

HN/16/1027 Notification of intention to erect a single storey rear extension which would project from the original rear wall by a maximum of 3.6 metres, which would have a maximum height of 3.95metres and an eaves height of 2.45 metres at 27 Edinburgh Road, Holt.

NO OBJECTIONS

PM/16/1204 An amended description of reserved matters submission of appearance, landscaping, layout and scale; for erection of 214 dwellings, public open space, highway and other infrastructure, in respect of outline planning application **PO/16/0253** AT Land to the North of Hempstead Road, Heath Farm, Holt.

NO OBJECTIONS

PF/16/1264 Change of use from woodland to outdoor activity facilities including the construction of a bunk house, a climbing tower providing access to a zip line and high ropes course and a twenty element assault course at Gresham's School, Holt.

NO OBJECTIONS

LA/16/1304 External and internal alterations to facilitate conversion of antiques centre to 2 dwellings at 35 Albert Street, Holt.

NO OBJECTIONS

Concern always the core area of the town that needs to be protected.

PF/16/1303 Change of use, from antiques centre to 2 dwellings at 35 Albert Street, Holt.

NO OBJECTIONS

PF/16/1325 Installation of flue at 2 Queen Adelaide Court, 33 New Street Holt.

Cllr High spoke to officer it has now been **WITHDRAWN** as it has development rights.

PF/16/1246 Conversion and extension to rear of garage to form additional bedroom at Kimberely, Kerridge Way, Holt.

NO OBJECTIONS

PF/16/1299 Erection of single storey side extension to dwelling at 18 Rowan Way

PF/16/1346 ERECTION OF PAIR OF SEMI DETACHED DWELLINGS FOLLOWING

Demolition of existing dwelling at 59 Hempstead Road

19.2 DECISIONS RECEIVED SINCE LAST MEETING

PF/16/1083 Erection of two storey extension. Alterations to windows and doors.

Application of timber cladding to external walls. Application of render. Replacement of

flat roof covering. Installation of roof lights at 25 Kelling Road, Holt. **PERMIT**

ADV/16/0534 Installation of non-illuminated signs at 1 White Lion Street, Holt.

REFUSED

19.3 TPO's

TPO/16/0917 NNDC TPO (HIGH KELLING) 2016 No.7. The committee resolved to confirm the Order without modification.

20. NEXT MEETING DATE

Town Council meeting Monday 14th November 2016

Cllr Payne reminded the meeting that the remembrance day wreaths need to be removed from the war memorial in time for the remembrance day ceremony.

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

The Clerk reported to the meeting that several memorials in Section G had been found to be dangerous. An urgent emergency inspection had been carried out and some 48/50 stones were found to be in a dangerous state and had to be laid flat. The Council agreed for safety reasons this was the best action. Further inspections of all areas will take place in the coming weeks.