



HOLT TOWN COUNCIL

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

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

Elaine Oliver Town Clerk

Cllr P High NNDC

1 members of the public

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

1. APOLOGIES FOR ABSENCE

Cllr M Hill

Cllr M Baker

PC Graham Gower-Smith

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 Allison mentioned in accounts agenda item

Cllr Percival used to live next door to planning permission, agenda item

Cllr Smith business next door to a business that is applying for signage on corner of Peacock Lane, agenda item

3. POLICE MATTERS

Police were not present but sent the following report, main points as follows:-

- 54 calls to police via the 999 or 101 system,

Crimes Reported Include,

- 1 x Theft
- 2 x Theft from motor vehicle
- 1 x Criminal damage
- 2 x Presenting counterfeit currency
- 2 x ASB type offences
- 10 other incidents have been recorded. These include matters of a personal or domestic nature.

SNAP priorities this quarter

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

Parking , Surveys are currently being undertaken by police in conjunction with local residents.

It was noted broken bottles etc have been found in the stream at Spout Hills and foot patrols will be tasked to patrol through after school and at weekends

Plans are in place for the lead up to Halloween and businesses are advised to call police if large groups of youths congregate in the town.

It was reported that members of the public found syringes in the Peacock play area. Cllr Prior will keep an eye on this area

Cllr Payne felt that visiting after school was not a good time, the Police need to patrol later.

4. ANNOUNCEMENTS BY THE MAYOR

Cllr D Baker reported the following:-

- Welcomed representatives from Holt CAB.
- Reported that Holt had won a Silver award for Anglia in Bloom and a special environmental quality award.
- Congratulated everyone involved in this.
- It is hoped that, subject to NCC approval, the Rotary club will plant some 5000 crocuses on the roundabout to advertise their polio vaccination scheme.
- A lot of hard work has been taking place to put the maintenance personnel appointments together
- S106 contribution of £30,000, from H01, looks more imminent than ever.
- Reported that progress has been made on Gresham's car park and by Spring we should see the car park which will come with full capacity.
- It has been agreed if the Council liaises with Gresham's it could be used at Christmas time.
- On Friday a meeting there is a meeting with the architect and developers of H09 to update on the progress.
- The Mayor represented the Town Council at a civic reception in the Rocket house at Cromer.

The following dates were confirmed

16/09/16	9.30/9.45	Big Society grant funders visit to Spouts
23/09/16	9.00am	Holt Owl heritage trail meeting
26/09/16	4.00pm	Spouts committee (TBC)
17/10/16	11.00am	LDF sites visit for Mayor and Clerk
29/09/16	TBC	Teucer Wilson stone unveiling

5. PRESENTATION BY HOLT CITIZENS ADVICE BUREAU- Mandy Lewis

Main points of presentation as follows:-

- This is now called Citizens Advice mid Norfolk
- It is the 2nd most common brand after coca cola
- It gives people free impartial, confidential help and information
- Get asked a variety of questions
- They have enabled clients from Holt to claim £105,000 in welfare benefits
- They work closely with other organisations such as the food bank
- The foodbank gives food parcels that is enough food for 3 days and clients can have a maximum of 3 parcels.
- Last year they gave out 84,000 emergency food parcels
- They run the offices and outreach centres with a few staff and a lot of volunteers
- A variety of people are trained to be volunteers
- Board of trustees are also volunteers and have monthly board meetings
- Nobody from Holt is on the CAB board, but there is an observer from NNDC
- They won the bid to give advice across NNorfolk
- They are a registered charity and most of funding come from Town and Parish councils, District Councils give the core funding.
- They are not Government funded
- They are part of the Norfolk advice line which covers all of Norfolk
- In the financial y/e March 2016 they saw 657 in the Holt office with over 2,000 different issues
- There is nowhere else for people to go.
- They want to keep providing the service but need support

Cllr Baker stated they supply an invaluable service to Holt.

Questions as follows:-

In response to a question CAB reported that Holt is regarded as affluent, but what they see on the ground is hidden poverty. People retire to Holt the husband dies and the wife doesn't know what they are doing and gets in a muddle. A lot of people can't read or write. This is very well hidden.

They have links with Age UK and a lot of different organisations

They do a lot of form filling.

As an example some people are applying for residential status, after the Brexit vote. The form is 87 pages and it costs £600/£800

They agreed that a few years ago there was a figure that Holt had the highest percentage of people on benefits in Norfolk, this hasn't changed much

6. AGREE THE MINUTES OF TOWN COUNCIL MEETING 8th AUGUST 2016

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

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

Cllr Prior, for clarity enquired about item 6 on page 46 regarding a response from I Furniss (Chamber of trade). Cllr Prior read out an email from him, she stated she is not going to reply to this and start a cycle of emails. She reported she only asked if there was an answer and was pleased we were all working together but then received this email.

Cllr Baker commented he was disappointed the Chamber did not contribute to the area, but this was not down to Ian Furniss as it was a group decision. They felt it was not fair for one yard to be planted up and not another. Cllr Baker will encourage them next year to contribute maybe even write a cheque.

Cllr Prior requested it was minuted there was no criticism of I Furniss and Cllr Smith agreed with this.

8 REPORTS

8.1 Norfolk County Council

Cllr Baker not present but the following comments were made on NCC items.

Cllr Chapman reported a drop in the road opposite Larners and the kebab shop. This has been reported by Feeneys.

Rucks in the road by Lodge Close corner need sorting out.

Cllr Moore reported that cyclists along Norwich Road are having to swerve out into the middle of the road trying to miss the nettles and brambles that are growing out onto the road.

Cllr Percival reported, in his opinion, the alterations at the junction of Grove Lane and Pearsons Road has made the junction more dangerous because the angle the vehicles need to take.

The kerb is solid with rubber where tyres have hit it.

Cllr Batey enquired why Cllr M Baker doesn't turn up to meetings.

The Clerk will report these issues to Cllr M Baker

8.2 North Norfolk District Council

Cllr High reported the following

- He has received an email about H01 being approved, and has heard from Terry Harper there is just one issue to be resolved and then it will be fully approved.
- M Ashwell has written to K Sly explaining the money S106 is to be released when permission is granted, as agreed verbally with Terry Harper.
- Cllr High will try and get the money released.
- An email from Terry states that the S278 work on Peacock Lane and Cley Rd will be started on 31/10/16 so yellow lining of the roads will be imminent.
- He has enquired from the Big Society if we could get funding for toilets at the cemetery. Funding wouldn't be given just for toilets at the Cemetery and car park, we would need to prove another community function such as serving a long distance FP
- He has met with Lovell and Strutt and Parker regarding H09, they are now in a situation where they must start the roundabout by 31.10.16.
- He has spoken to Nick Baker and Chris Young (enforcement officer) about Star Cottage they will write to owners before taking enforcement action.

Cllr Prior reported as follows

- Has received an email from NNDC officer regarding H01 and it appears this is moving on.
- The Chair of the Chamber has met with NNDC officers regarding the TIC and the broadest impression was regarding the chamber having a face on the high street and the festival was mentioned.
- No one project in other towns are like for like.

- Towns are putting joint projects together, Sheringham has done a big project that includes the TIC.

If we want to take this further we need joint discussions with NNDC.

- Cllr Baker thought it would be a good idea to have a central place with HTC office, festival, TIC as a joint project. This needs joined up thinking and discussions with NNDC as an opportunity to run a hub.

The Council agreed that this could be investigated further

Cllr Prior has followed up 8 Star Plain, it appears the owners don't intend to do any structural repair before leasing the property.

This is an ideal time for us to find who we need to access to sort this out as it is an eyesore.

Cllr Baker reported that the LDF meeting is coming up shortly to visit specific sites on 17.10.16 and Lovells are going to give a presentation regarding H09 presentation

Cllr Traynier asked how the negotiations with Victory Housing and the people in Lodge Close are going. Cllr High reported this is ongoing and Norman Lamb is involved

Cllr Payne reported that in today's EDP, NNDC are spending £50000 for a business plan for an innovation centre for stem skills and as Holt is in the middle of the area it would be an ideal position.

Cllr Prior reported it is not a case of Holt not being included, but they are looking at a model.

They are keen for each major town to be considered but nothing has been decided

She stated we need to keep our mind open for ideas and keep our eye on the ball.

The call for sites is the beginning of the process of appraising sites which is ongoing.

The bigger sites will be assessed first and some smaller rural sites will be done later. There are no decisions made because we are still in the consultation period, decisions are scheduled for Autumn 2017

Cllr Moore asked who will be responsible for providing the facility after the business plan

- Cllr Prior will enquire

Cllr High felt it was interesting a new car park is being discussed for Cromer. Cllr Baker and the Clerk will respond to this.

Cllr Baker has recently spoken to Sheila who reminded him the Holt car park decision still can be reviewed.

8.3 Holt Chamber of Trade

No report, next meeting in 2 weeks time.

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

Resident commented as follows:-

- Is there an update on Aldi?
- Cllr High reported he had a meeting with Tim Scholfied and the erectors of the mast are happy with the site and agreed to put down the concrete pad but gave no date when they are going to do it.

9. TO DISCUSS NEIGHBOURHOOD PLAN AND EMPLOYMENT OF CONSULTANTS

After much discussion and on a **PROPOSAL** by Cllr Prior **SECONDED** by Cllr Smith to employ the consultants to help with the NP plan.

A recorded vote was requested, results as follows

Cllrs Baker, Allison, Batey, Hipperson, Moore, Payne, Percival, Prior, Reed, Smith and Traynier agreed.

Cllr Chapman against.

Carried by 11 votes to 1.

It was agreed to invite the consultant to the November meeting.

10. TO REVIEW HOLT TOWN COUNCIL NEWSLETTER.

After a discussion it was agreed that this continues but it constantly reviewed.

It was reported that sometimes we struggle for items and it was agreed that it could be left

sometimes for a month.

11 TO CONFIRM NEXT THREE ITEMS FOR NEWSLETTER

The following items were agreed

- 1940s event pictures
- Holt in Bloom
- New employees

12 TO DISCUSS FORMATION OF A CLEY ROAD CAR PARK COMMITTEE

After discussion it was agreed to wait and see what the legal people say about the lease and then go from there. Matter deferred.

13. TO DISCUSS PURCHASE OF HEDGE CUTTER AND GENERATOR

Cllr Allison reported we need a hedge cutter and the generator for electricity which we don't have at Spouts or the cemetery. Cllr Chapman thought we should wait and see.

On a **PROPOSAL** by Cllr Hipperson and **SECONDED** by Cllr Traynier to purchase the items, a recorded vote was called for

Cllrs Baker, Allison, Batey, Hipperson, Moore, Payne, Prior, Reed, Smith and Traynier for
Cllrs Chapman and Percival against.

Motion carried by 10 for, 2 against

14 CORRESPONDENCE

14.1 Various correspondence regarding H01 Emailed

14.2 NALC Newsletter Emailed

14.3 Julie Chance report on 2nd home funding Emailed

In response to a question from Cllr Prior, the Clerk confirmed she had received no comments regarding this.

14.4 NNDC Invitation to attend LP site visit Emailed

14.5 Christmas lights financial situation Emailed

14.6 I Furniss Free parking at Christmas Emailed

14.7 L Casey British high street competition Emailed

14.8 NALC Devolution response Emailed

14.9 NNDC LDF Newsletter Emailed

14.10 NNDC Planning changes Emailed

14.11 Resident Football field Emailed

Cllr Moore was disappointed by this letter and was interested how stones were found on a football field.

14.12 Late correspondence

14.12.1 DCLG Neighbourhood planning bill Emailed

14.12.2 Resident Football field Emailed

14.12.3 NNDC NNLP Emailed

14.12.4 Resident PO Closure Emailed

Some comment was made regarding the yellow lining of Pereers Close; it was commented that maybe now we know the figure the residents could club together and pay for it themselves
Cllr Baker felt it was a NCC issue and will mention this to Cllr M Baker

15. ITEMS FOR INFORMATION

15.1 NCC Church St New no waiting restrictions

15.2 NCC Minerals SSA (DPD) On filed

16. FINANCIAL MATTERS

16.1 Approve payments of invoices as attached

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

16.2 **External Auditors Report y/e 2016**

The Clerk reported the report had been returned and approved with no comments.

17. PLANNING MATTERS (Appendix enclosed)

- 17.1 Planning applications to consider
- 17.1.1 PF/16/1129 Erection of 3 retail units, conversion of existing dwelling into coffee shop/wine bar(A4)(ground floor) and first floor flat and alterations to existing car park boundary wall at 2 Franklynns Yard, Holt. **NO OBJECTION**
- 17.1.2 PF/16/1116 Conversion of farm building into three new dwellings for staff housing at Greshams School, Holt. **NO OBJECTION**
- 17.1.3 **PF/16/0712** Erection of 3 bedroom, single storey timber building for use as holiday let, Oaklands, Grove Lane, Holt. Site visit agreed 5.15 on 14.9.16 meet by sale board 48c and 50

It was reported that there has been a lot of negative comments about this to NNDC, so it was agreed to have a site meeting on 14.9.16.

*After the site meeting it was agreed that the Town Council **had no objections**.*

- 17.1.4 **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. **NO OBJECTION**
- 17.1.5 **ADV/16/1183** Installation of advertisement lettering onto the shop front at 9 Cromer Road, Holt. **NO OBJECTION**
- 17.1.6 **PM/16/1204** Erection of 214 dwellings, employment land (A3,A4,B1,B2,B8,C1,C2,D1 AND D2 class uses), public open space and provision of roundabout and vehicular link road from Cromer Road (A148) TO Heath Drive with associated landscaping and infrastructure (Outline application PO/16/0253) at Land to North of Hempstead Road. **NO OBJECTION**

Cllr Prior reported that a school site will be under discussion along with site plans.

Cllr Payne reported that the roundabout is laid out as it is due to the railway.

Cllr Percival was concerned that it was a fast roundabout and should be slowed down, if it was turned slightly

DECISIONS RECEIVED SINCE LAST MEETING

- 17.2.1 **PF/16/0682** Erection of bunk house and provision of zip line tower with landing platform to the North East of the school at Greshams School. **APPLICATION WITHDRAWN**
- 17.2.2 **PF/16/0886** Erection of extension and installation of air conditioning unit to shop at 8 Old Stable Yard, Holt. **PERMIT**
- 17.2.3 LA/16/0887 External and internal alterations to facilitate erection of extension to shop at 8 Old Stable Yard Holt. **CONSENT**
- 17.2.4 PO/16/0253 Land to north of Hempstead Road, Heath Farm, Holt, proposal of erection of up to 215 dwellings, employment land(A3,A4,B1,B2,B8,C1.C2,D1 and D2 class uses), public open space and provision of roundabout and vehicular link road from Cromer Road (A148) to Heath Drive with associated landscaping and infrastructure (Outline application). **PERMIT**
- 17.2.5 LA/16/0729 Renovation of 9 sash windows, replacing existing sashes with wooden sashes incorporating slimlite sealed unit double glazing fit replacement hardwood sills, repair surrounding stiles and fascias where necessary at 9,11 & 13 Market Place Holt. **CONSENT**
- 17.2.6 PF/16/0519 Raise the level of embankment to facilitate the laying of demonstration track and installation of 1.3 m gate at Melton Constable Trust, Land opposite N.N Railway Terminus. **PERMIT**
- 17.2.7 PM/15/0804 Development of 83 dwellings, access, public open space and associated infrastructure at Land off Woodfield Road. **APPROVE**
- 17.2.8 NMA1/15/1108 Non-material amendment to allow exterior alterations to roof light design, roof light extent, projecting window, roof level, brise soleil, natural ventilation grilles, eastern flat roof And cafe downpipes at Greshams

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

On a **PROPOSAL** by Cllr Allison, **SECONDED** by Cllr Traynier this was agreed,

19. CONFIDENTIAL MATTER

19.1 Personnel Matter

Cllr Baker reported that a full and part time person have been employed duly starting 1.10.16 and 1.11.16.

It was requested that when they are employed that the cemetery could be opened longer and the Memorial garden as it will have the slate in it.
This will be discussed at a later date.

19.2 Cemetery Matters

The Clerk reported that she had been on a course and they are several actions that will need to be taken by the Council in the coming months.

20. NEXT MEETING DATE

Town Council meeting Monday 10th October 2016

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