



HOLT TOWN COUNCIL

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

E mail: holttowncouncil@gmail.com www.holttowncouncil.org

Minutes of the Town Council meeting held on Monday 13 August 2018 at Holt Community Centre.

	PRESENT Cllrs Prior (Chair), Allison, Baker, Batey, Moore, Neech, Payne, Singleton, Smith Elaine Oliver Town Clerk Cllr S Butikofer NCC 11 members of the public	ACTION
1	WELCOME	
2	APOLOGIES FOR ABSENCE Cllrs Hipperson, Reed, Traynier, Wright PC Gower-Smith	
3	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:-	
4	POLICE MATTERS There was no report from the Police.	
5	ANNOUNCEMENTS BY MAYOR Cllr Prior made the following comments - The audience has a 15 min slot to speak but it is not to have a conversation with the council. This is a Council meeting to which the public are invited to attend. - The meeting is for Cllrs to talk to one another - The public can always contact the Clerk between the meetings by email. - We need to be respectful of the rules. - She reported that she was going to ask about a bin on Kelling Road corner, as requested by a member of the public, but noted there is already a full sized bin on it. She has asked for stickers re dog waste. - NNDC have monitored the area for 4/6 weeks and have come back saying there is very little debris in either area and no dog fouling - This means NNDC will not provide these bins or empty them at their cost. - She reported that she had discussed Vitfoss with the planners. <i>Cllr Butikofer entered the meeting at this point</i> - Cllr Prior continued to say that she had not been given any information as to why Vitfoss didn't get back to NNDC sooner as they had some mitigating ideas and her advice to Vitfoss was to get it straight off to the planners. - People have now become more agitated as this hasn't been done quickly, - She had attended a meeting at NNDC that bodes well and Vitfoss are likely to put forward some of their mitigating ideas. - Cllr Baker reported the delay was because the suggestions had to go back to the international arm of the company for them to sanction alterations, so it appears it was only a bureaucratic delay. Cllr Neech enquired if there was a quiet alternative to silos Cllr Prior reported she has been told that it is only silos that fit the process	
6	AGREE MINUTES OF 6.1 Town Council Meeting 9 July 2018 Cllr Moore reported that he was talking about bins south of the bypass not dog bins and with regard to the astro turf in the goal mouth he did not say this should be supervised With the above alterations and on a proposal by Cllr Batey , seconded by Cllr Payne these were agreed unanimously Cllr Prior agreed to ask NNDC to monitor litter as they have done in other locations previously. There was concern that this needs to be timed well as there is a resident who picks up the litter Cllr Prior reported she had met with the Governors at the school and nobody was against people using their field in the summer. However, the insurance insists it is only used by organised bodies	

	so, it was suggested the parents get together and set up a team to monitor it and be sure nothing dangerous is left and it is locked up afterwards, then there would be no issues. Cllr Prior reported that parents are not aware that the Kelling Road Playing Fields are available 24 hours a day and perhaps more could be done to publicise it.	
7	MATTERS ARISING IF ANY (for information and not included on the main council agenda) On a response to Cllr Moore question, Cllr Prior reported she had nothing back from NNDC about the old carpet shop and the old bookshop, as scaffolding has been there so long. Cllr Prior will chase this up. In response to a question by Cllr Baker about an update on Nelson House, the Clerk reported that the Solicitors are talking to each other and the last update was that there was one last question that needed answering.	MP
8	8.1 NORFOLK COUNTY COUNCIL Cllr Butikofer reported the following: • The fire consultation is still underway. The P&C C is going to NNDC to meet Cllrs going next week following up on letter from NNDC asking them to extend consultation • Cllr Butikofer has recently spent two hours with him discussing this. • It is agreed that the Fire service are doing a good job • Residents have put in a large petition against the mineral extraction in Holt • She has put in her own response and an extension of a week has been agreed. • She has asked Victory Housing to look at Jubilee Road surface as a resident has been complaining about it. • Hearing rumours about the school but there is nothing solid to report. • NNDC was looking at putting parking meters on streets but colleagues put their thoughts over clearly and this is not a viable option for Holt • Highways will now look at the car park survey. Cllr Batey reported that he is not happy about mineral extraction being only 26M away from town. • Cllr Butikofer reported that this is only part of the local plan and if it did get through it would still need to go through NCC planning Cllr Singleton had the following questions from a resident, Cllr Butikofer's answers are in italics ➤ There was JCB on the Gladman site, what is happening to the site. There is nothing on the website, and is to be a public consultation <i>This is still being discussed but boreholes have been dug the area for mineral extraction sites, because of the water extraction issues, there will be a planning application which will be sites will be a public planning application</i> ➤ Why is school not being built on Lovell site and who decided it <i>The decision was taken by Lovells in consultation with NNDC. As they were giving land they wanted agreement that they didn't need to have social or affordable housing on the site and that was not acceptable, and they didn't want to be held over a barrel.</i> ➤ Is there a fund to build a school? <i>There is a central fund for infrastructure from S106 money</i> 8.2 NNDC Cllr Moore reported he had heard rumours about certain employment coming to the town. He wanted to stress that employment is important in Holt as well as affordable housing. Cllr Prior reported that she had also heard rumours and has been told once agreements have gone past the stage where owners don't find it commercially sensitive, then it can be passed on Cllr Moore was concerned, as in the past, he felt Holt was at the bottom of the list, and we only hear news when it is too late and are told when a Company is not going to come to Holt. Cllr Prior used examples of Companies that we have lost and reported Holt is still under the expectation of providing employment for Holt, the surrounding villages, Cromer and Sheringham and felt we needed help with this from NNDC or another appropriate body, however it is difficult as it is not our land to sell or negotiate over and if the owners don't communicate it is difficult. A couple of companies have expressed an interest in coming to Holt and may well be suitable for them to use land at H09. Cllr Moore felt it was a scandal that the industrial land has been left for 30 years with no Companies or work coming from it. He felt that this should be publicized as people need to be made aware of this. He felt that NNDC need to explain what is happening as we were asked to provide employment by them. Cllr Prior felt that if we asked for this we would need to come with questions and what is wanted from that meeting	

	We will be contacting NNDC to arrange a meeting to discuss what they can do to help advance industrial use. Cllr Moore requested that Industrial land on agenda for next meeting Cllr Smith reported he had seen a car park attendant with NCP on the back of his shirt and wondered if parking had been outsourced. Cllr Baker stated that car parking is being dealt with by BCKLWN 8.3 HOLT CHAMBER OF TRADE Cllr Smith gave a report the key points as below • Meeting held on 11th July and Hennie Gillam was elected as Chair. The vote was unanimous • They want to ensure consistency and quality of message, so the Holt Chamber brand message is clear to all. • Through 8 meetings a year they want to become the towns commercial platform to cover the key activities and events that take place across the town and within the community. To communicate those activities through a revamped web site, social media, signage and email to everyone trading in the town. • To centralise compliance i.e. insurance, road closure etc so that there is one source for all traders. • Through former COC membership fees and other funding formats to contribute financially to the formation and success of 'Love Holt'. Initiatives will continue for each major event to raise its own funds. • Ideas for future initiatives to be considered in line with the new 'Love Holt' concept. • Current initiatives include: Holt Lights, 40s Weekend, Holt Festival, Holt Fringe Festival, Holt in Bloom, Owl Trail, • The initial 'Love Holt' structure to be simple: Chair, Hennie Gillam, Compliance Rodney Smith, Financials Martin Saunders, Network Amanda Heading, Brand Ian Wilson • At the next meeting on the 22nd August further details will be confirmed and agreed around this new initiative. • Meeting for the forthcoming year are scheduled to be: ➤ 22 August 18 ➤ 3rd October 18 ➤ 7th November 18 ➤ 19th December 18 ➤ 30th January 19 ➤ 6th March 19 ➤ 17th April 19 ➤ 29th March 19 • The venue proposed is the Holt Rugby Club. Cllr Allison felt that the Holt TIC is for traders predominately and yet seem to low on numbers and thought this should be on the Chamber agenda. Cllr Smith agrees the TIC is busy and hoped other members of the public we will volunteer. Cllr Baker felt the members of public who are volunteering deserve huge gratitude as without them the TIC wouldn't operate, and the TIC doe help the town. It was mentioned that the TIC is also for the community	Agenda
	PUBLIC QUESTION TIME Limited to 15 minutes (3 minutes per Person) Comments were made as follows • Apart from Annual Towns meeting what opportunity do members of the public have to take issues etc. to the Council. Cllr Prior stated she would come back to this point later. • Thank you to Clerk for notices not to have BBQ and fires Terry for mending the seat • Any news on Barclays Bank closing Cllr Batey reported that the rumours may be true and they might be closing or shortening their hours, but this has not been confirmed.	
9	To accept Mins of Spout Hills Committee 7 March 2018 Cllr Allison reported that the long-term maintenance plan proposed at the Spouts meeting by Tony Leech seconded by Cllr Hipperson was a little confused. Apparently, Cllr Hipperson thought he was seconding a proposal on the applications and he has withdrawn that seconding. Cllr Allison reported that there are two different factions and the conservation side bring forward proposals which are backed up by Helen B from NWT. Tony Leech is happy at the moment and	

	does not wish to continue with long term maintenance plan now Cllr Prior at the last meeting requested that written instructions could be distributed to members of the Committee, and to aid this Cllr Allison now has a noticeboard in the container, not everybody has access but all now have written instructions with regards to work on the hills itself. Cllr Allison reported some of their tea break equipment was stolen and care must be taken with tools lying about because of cost of machinery. He has requested that all equipment used must be in eyesight of the person using it.	
10	To consider purchase of a side scythe mower for Spouts with grant aid from NWT Cllr Allison explained we had a Benassi machine which was lent out and came back with problems and not financially viable to repair/ Tony Leech would like to cut the vegetation into long lengths and rake it up, at the moment the DRs have been used. T Leech requested that the PC consider another scythe bar mower and NWT has volunteered £500 towards the cost. Cllr Allison, after negotiation felt the better machine would be one that cost £694 however he explained that he had spoken to his volunteers and they were concerned that this grant might come with obligations from NWT. It is up to the Town Council to decide the best route forward. T Leech had reported that students from Gresham's could be used to clear up so that volunteers could be freed up to do other jobs. Cllr Singleton asked what implications would be connected to the grant from NWT and how it would obligate the Spouts working group. Cllr Allison was concerned that it gives NWT a lever and Cllr Payne enquired what the catch would be as only a few years ago the NWT had tried to make the area into a nature reserve. After much discussion it was agreed to take this back to the Spouts committee for a recommendation to then be discussed at the next Town Council meeting.	
11	To discuss reprinting of the Holt Owl Town Trail An email had been distributed to all Councillors, from Len Casey, about the reprinting of the Owl Trail leaflet. Cllr Prior reported that the Council had not agreed to have any responsibility of reprinting the booklet. The TC had agreed £5000 for this project, which had been used and there was no agreement to top up the pot for printing. Cllr Baker confirmed the TC is not beholden to do the reprinting we either go out to the trading community to sponsor the back page. He reported they are going to submit a submission to the MTI for new noticeboards and potentially new plaques and a reprint for the brochure. Cllr Neech felt that an A5 Owl trail leaflet with advertising rather than a booklet may be a good option. Cllr Payne felt the booklet was very good but there should have been some adverts to start with to pay for it. Cllr Baker reported the Committee had made a conscious decision it would be paid for at the start but going forward this could go to committee.	
12	To discuss communication in the Parish including Newsletter and Press Releases There was concern raised that people are not aware of what is happening at Town Council, w with regard to major issues. It was felt that the article in the Chronicle providing an update on Nelson House was a positive step. It was felt it was good to issue press releases. Concern was raised about the press ignoring Holt and there was little information about the Holt Festival. Cllr Prior reported that Holt is not mentioned although there has been considerable discussion about equity across N Norfolk towns and it is not for the want of trying. Cllr Prior reported she is not as much in the know at NNDC as many people would expect and it had been a very difficult year at NNDC. However, people are people are trying hard to see that normal works get done day by day. It had been a political matter this year and difficult to go to the press. <i>At this point Cllr Butikofer left the meeting</i> Cllr Prior felt in Holt we are picked off very quickly if we try and communicate with the public and are put in a very personal firing line. This can stifle the normal communication which we would wish to have with the rest of the Community. Cllr Smith reported the coverage of Holt Festival was bad because the press went off to report on the Edinburgh Festival and a couple of times reporters have been to town and wrote a story but the newspapers hadn't the capacity to run them. It was felt that input was in our own hands and in the past, we contacted the EDP editor to discuss this. Cllr Moore felt that social media was more important now than the papers. It was thought that sometimes social media can become unpleasant.	

	Cllr Baker felt it was good to use all forms for communication both written articles, newsletters and social media. It was felt the newsletter should be used when there was something big to report. Cllrs Batey and Moore said that, in their experience, the biggest criticism of the TC was that there was not enough information given out. Cllr Prior was concerned that there was a lot of info that could not be given out. It was felt that if we don't keep people informed then the whole council will be on the receiving end. It was agreed in the future at meetings if there is a relevant and important issue we will discuss the best medium to use to share it.	
13	To discuss 1940s event and a donation towards the D Day Darlings Cllr Baker reported the headline act to this event is the D Day darlings, which will be brilliant for the town and all age groups, resulting in a fun day for residents and tourists. The road closure will be as last year with several Councillors manning the barriers in the day, On a proposal by Cllr Prior seconded by Cllr Payne it was agreed to donate £100 towards the D Day Darlings. The £100 was all that was left in the grants budget. Cllrs Baker and Smith abstained as they are on the 1940s committee.	
14	To discuss MT Initiative Cllr Prior updated the meeting on the MTI initiative and asked if Cllrs had any ideas going forward. It was important the ideas were community minded and to link community efforts to the Town centre Various ideas were put forward such as • Shirehall summertime performance and community space for people to gather. • Amenity space that ties in with the existing Holt Vision, which is still NNDC policy. Cllr Allison felt that redesigning the Shirehall area wouldn't be such a terrible loss of car parking by restructuring the space, and that the area could be used in the summer and then back to parking in the Winter-if necessary. Cllr Prior reported since the vision there are more car parking spaces available and we should not equate the availability of parking spaces and that of free parking spaces. The discussions surrounding these topics are quite different. Cllr Payne thought the space at Shirehall Plain is a bit of a mess, as the spaces are not wide enough for modern cars and maybe more cars could be put on the side. • Wi fi in the town which may attract match funding, this would be a bonus for visitors, residents and traders alike. • Rebranding of Chamber, raising its profile • Signage into town, we don't publicise the fact we are different not a clone of other towns. • Stop the chains • Safe areas and look at making Shirehall plain and Bull St a pedestrian area. • Less charity shops which don't benefit the traders. • Disabled trail which would give good access through the town • Cllr Neech reported he had done some research on parking and surveyed the area which showed 225 car parking spaces are used by workers and thought a park and ride facility for workers leaving the town spaces free for tourists /shoppers. • It was reported that the Hopper bus has been guaranteed by Section 106 payments • A parking assessment is to be paid for by NCC • Transport could also be provided from the park and ride as an attraction and to come into Holt to come and do or see events/activities. • With a limit of 2 hours people don't have time to have lunch could this be extended? • Cllr Prior reported that she keeps pushing for another storey on Station Road. • Cllr Baker was concerned that a community space takes away free car park spaces. • Community shop • What's on noticeboard Cllr Smith reported the following items • More signage on the main roads into the town advertising forthcoming events. • Promote the unique difference that is the town of Holt through more national and international advertising • More independent shops and no national chains in the town so Holt does not become a 'clone' of other towns • Rebranding and modernizing the Chamber of Commerce • More safe areas for the public and wheelchair access for visitors by pedestrianizing Bull Street and that area of the town.	

	- Encourage charity shops to move to the lower rent area of the industrial estate rather than in the high cost areas of the town - Reintroduce a regular market to the town. More ideas brought to us or from the Councillors will be discussed at the next meeting	
15	To discuss bin provision in Holt including Peacocks play area It was agreed to monitor the bin at Peacocks now it is being emptied daily and no further bin is required. It was reported that the Peacock Play area annual inspection had shown up some issues and the Clerk is contacting the manufacturer to find the way forward and whether it is still under guarantee etc. The risk was listed as moderate.	
16	Correspondence 16.1 NCC Temp road closure in Holt for water works 16.2 Nalc Newsletter 16.3 Police Newsletter 16.4 L Casey Owl guide 16.5 NNDC N Norfolk Local Plan 16.6 Police Cluster newsletter x2 Late Correspondence 16.7 NNDC Newsletter 16.8 NCC Temp road closure 16.8 NCC Norwich Western link consultation results 16.10. D Hurdle Notes re meeting with Sanders 16.11 Resident Car parks in Holt 16.12	
17	Financial Matters 17.1 Approve payments of invoices as attached Payment of these were proposed by Cllr Batey and seconded Cllr Allison, unanimously agreed	
19	Planning Matters 19.1 PF/18/1192 Single storey rear extension at Bay Tree House, Obelisk Plain, Holt No Objection LA/11/1186 Creation of 7 no. residential apartments, including internal alterations, removal of dormer and 2 no. rooflights and construction of 3 no. pitched roof dormers, and insertion of 2 no. windows to north east elevation 35-37 High Street, Holt. No objection The development framework for minerals and gravel was discussed again Concern was raised about Min71 and it was agreed to put forward further representation such as the effect on the water table by a bigger site, 26M away from Holt, the noise dirt dust, Heavy HGVs traffic, environmental impact on Spouts and Glaven river which are all close by and poor access.	
20	To consider a resolution (under the public bodies admission to Meetings Act 1960) to exclude members of the public The Clerk reported that part of the car park had been closed due to dangerous trees in neighbouring land this is hopefully being sorted urgently. On a proposal by Cllr Batey and seconded by Cllr Payne this was agreed.	
	Confidential Matters 20.1 Personnel Matters It was agreed that a zero-tolerance policy and a notice be placed in the office. If anyone is rude when in the office, they should be ejected immediately	

M Prior (Mayor).....Date.....