



HOLT TOWN COUNCIL

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Minutes of the Town Council meeting held on Monday 1 July 2019 at the Holt Hub in Charles Road.

	PRESENT	ACTION
	Cllrs Smith (Chair), Baker, Batey, Curley, Moore, Payne, Philo, Prior, Traynier & Tribe, Elaine Oliver Town Clerk 49 Members of public	
1	WELCOME	
2	APOLOGIES FOR ABSENCE Cllrs William, Wilson & Wright Cllr G Perry-Warnes	
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 Cllr Smith declared membership of the 1940s and lights committee. Agenda item Cllr Baker declared membership of the 1940s and stated he will not speak on planning matters as he is on the Planning committee. Agenda items Cllr Curley declared membership of the lights committee. Agenda item	
4	POLICE MATTERS PC Gower-Smith was unable to be present due to dealing with a crime	
5	ANNOUNCEMENTS BY MAYOR Cllr Smith announced that his first official duty, representing the town at the gala performance on the pier. He fully recommended the show.	
6	AGREE MINUTES OF 6.1 MTI Town Council Meeting 7 June 2019 Cllr Smith requested the caveat at the end was removed and on a proposal by Cllr Baker, seconded by Cllr Tribe these were agreed. The vote was 5 and 5 abstentions 6.2 Towns Council Meeting 10 May 2019 Town Council Meeting 11 March 2019 Cllr Smith requested that on item 8.1 it was recorded that Cllrs Baker and Butikofer not been informed the land had been put up for auction, he had been informed that the land has been withdrawn from the auction. Cllr Wright had requested that note was made that the bins may cost £100 but the emptying of the bins cost £2.30 per bin per week. On a proposal with these amendments by Cllr Baker seconded by Cllr Moore the minutes were unanimously agreed as a true record of the meeting. Cllr Prior abstained from the vote.	
7	MATTERS ARISING IF ANY (for information and not included on the main council agenda Cllr Payne expressed concern that incorrect costings have been used in the MTI bid and the consequences this will have on the rate payer Cllr Prior commented on aspects of the MTI meeting • The meeting had been called discussion and people came expecting discussion • She had severe reservations about the meeting and where it left the TC • She did not think the personal defamatory statements about the last council had a bearing on the MTI, which the original council had worked hard on. • The comments which have been made have now gone into the public domain • This discussion has now been taken to NNDC • Comments such as the damage those who served as Cllrs in the last term of office	

	• They are abusive, have been written and spoken and known about the town • She started to say something but was interrupted and not allowed to finish a comment to its conclusion and was disregarded on many occasions • In the time before the meeting the Clerk could have made necessary comments and prepared the appropriate paperwork • Only a small selective core was involved in consultation • It is imperative the Clerk is treated with respect in attitude and comments and should not be told she is speaking rubbish • She should expect an apology • Key points were brought forward in a private situation which meant they could not be discussed further	
8	8.1 NORFOLK COUNTY COUNCIL Cllr Butikofer was not present Cllr Moore reported that a more suitable bus shelter had been erected at the junction of Charles Road. The old shelter was not adequate but this new one will give more protection. This was helped by partial funding from the Parish Partnership grant. 8.2 NNDC Cllr Baker reported the following • NNDC finances are in good fettle • Final report shows a financial surplus of £970,000 for the year • Consultation for the local plan is now shut • Not many comments so it appears that people are content with it. • SNAP priorities over the summer are rural crime including fly tipping, youth engagement and targeting tool traders. The next meeting will be in the HYP on 5.9.19 • A deep history project has been to encourage visitors to the N Norfolk coast • Enforcement has been informed about the FP blockage outside Holt carpets and they are following it up. • Wells Deli bins have been reported as blocking the path The Clerk reported that NCC have written about this. • An enforcement notice regarding the archery and shooting centre, and this has been appealed. • More information has been forthcoming from applicants and school and this will go to committee in August • Revised application for the care home came in recently and will go through the planners Cllr Moore asked if the care home application would be on the same site. • Yes, on the same site on the roundabout Cllr Payne reported this was the reason it was turned down, and felt it could go up the road. • Amendments have been made to comply with the main objections, but will only see the details when it comes in. Cllr Smith felt there could be merit in writing to the developer. Cllr Moore felt a care home in this position is like saying Welcome to Holt, Welcome to the elderly The Clerk reminded the council they need to be aware of pre-determination of this planning application. 8.3 HOLT CHAMBER OF TRADE Cllr Baker gave a report; main points as follows:- • Iain Wilson is heading up "Love Holt" • Holt street feast will run for 25.7.19 12.00 – 600 • This will coincide with the Holt festival and will be decked out with foodie stalls • Lots of traders are opening and they are looking to bring in a younger dynamic group • Various stalls • Love Holt is the rebranded Chamber and the website will be launched at this event. • The website is 80% complete and a town film has been created. Cllr Prior reported that the header email is confusing as it described the next Love Holt Meeting as the next town meeting.	
	PUBLIC QUESTION TIME Limited to 15 mins (3 Minutes Per Person)	Agenda

	Comments made as follows:- • A resident representing a young resident and his friends asked about the chance of having a skateboard park. • The campaign was started by a young lad and there is now a committee of residents • There is no venue for it as it is early days. • Wanted to know the TC opinion. This will need to be put on the agenda • A resident was concerned that a skateboard park would be backing onto people's gardens. • Play areas encourages youths to hang about on the seats. • Why can't we have a little green space • The "Skateboard Committee" made it very clear they were not talking about the Beresford Road location • Asked if the ownership could be confirmed. Not legally owned by HTC and not legally transferred yet to NNDC. Once this happens it will then be offered to HTC, the developers did not pass it over as they should have done. • At the bottom of Thomson Ave there is a piece of grass which had swings on it, this could be made a wildlife area in memory of P High. • Asked what the intent of HTC is if they did legally own that piece of land • Communication hasn't been as good as it could have been • Concerned about this area becoming potential play areas • If we as a community are premature then so is the HTC • Concerns of local people who are worried about these developments, but we need to recognize many youngsters are in the town and need to feel involved. • Pleased to hear discussion taking place • Police aren't here today • have seen a big police presence • Two concerns this is a hidden piece of land and the area has many older age residents. Our local Police man has been able to attend because of a serious injury. David Buxton police aren't here today first police person seen in a month of Sundays Cllr Baker reported he couldn't agree more about the police presence and this will be brought up at the SNAP panel, as we have seen countless police officers disappear.	
9	TO DISCUSS PLAY AREA CONSULTATION AND WAY FORWARD ON PLAY AREAS SOUTH SIDE OF THE BYPASS INCLUDING DISCUSSION OF SUITABLE EQUIPMENT SUCH AS SKATE PARK It was reported that the public consultation took place on a very wet day People were getting very heated and Cllr Traynier felt it may be better to hold a consultation in Nelson House later. Cllr Prior asked why there was no provision for the youngsters the south side of the bypass with reference to the older teenagers. There has been a lot of social media comment on this and if children are being criticised it is vital to give them something to do. Cllr Baker agreed that there was a need for provision of a play area. It needs to work for everyone and a location needs to be found for a potential skateboard park. Cllr Moore mentioned that the Beresford Road areas are on the NNDC asset register and a 2 acre playing field was taken away as young families needed housing, NNDC did not give any other land back for a play area. He felt the NNDC and HTC should be ashamed of what they offer. NNDC responsible for 31 playing areas in the district The only play areas in Holt that NNDC are responsible for are one in Neil Ave and 1 in the Country park Cllr Prior reported when a District Councillor she had taken this forward, but we can't turn the clock back and let's get something positive moving forward. The Clerk clarified the land should have been handed over the NNDC, but this was missed. NNDC are in the process of getting it transferred and they would be willing to grant us a licence to put play equipment here and then transfer it over to us once the legal paperwork has been completed. They have stated they would not be putting any play equipment on it whatever There were two ideas one to have adult equipment on one area and another to have a caged in football play area with basketball hoops etc.	

	On a proposal by Cllr Prior, seconded by Cllr Baker to accept the land from NNDC as and when the legal transfers allow, and it will be used for the community. Agreed 6 , 4 against It was agreed that Cllrs Smith, Philo, Prior and Traynier will meet to analysis the comments received. Cllr Moore reported that there may be land available at the Playing fields for a skate park. He will take it to the committee and report back.													
10	TO DISCUSS MAINTENANCE AND MONITORING OF DEFIBRILLATORS IN TOWN First responders It was reported that the Holt First responder team has been in contact. They are the people who look after the defibrillators in town and are no longer able to continue with this they are wondering if we would take over the responsibility which could be done via the Community Heartbeat Trust where they supply everything for an annual fee of £135 contract of 4 years The defibs will be replaced as they are out of warranty after the summer and the warranty last for 10 years The defibs and boxes need regular weekly checks and reporting via the CHT website. The Clerk reported she thought that it was unfair to ask the Maintenance team to take on the job of weekly checks but on a proposal from Cllr Baker, seconded by Cllr Moore it was agreed the maintenance team will carry out weekly check and we will take out an annual contract on the three defibs in town i.e. at Bakers, the Police Station and the Playing fields. The Sponge one is not included as this will be covered for a further 5 years.													
11	TO DISCUSS AND AGREE GRANT AWARDS The grant requests were discussed, and on a proposal by Cllr Batey, seconded by Cllr Prior the following grants awarded <table><tr><td>Holt 1960s</td><td>£400</td></tr><tr><td>Holt Friday Club</td><td>£400</td></tr><tr><td>Holt Youth Project</td><td>£250</td></tr><tr><td>Friends of Holt Library</td><td>£750</td></tr><tr><td>Holt Festive Lights Committee.....</td><td>£600.....</td></tr><tr><td>Holt 1940s Weekend</td><td>£100.....</td></tr></table> Propose MB seconded MP	Holt 1960s	£400	Holt Friday Club	£400	Holt Youth Project	£250	Friends of Holt Library	£750	Holt Festive Lights Committee.....	£600.....	Holt 1940s Weekend	£100.....	
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12	CORRESPONDENCE 12.1 NCC Parish Partnership grants													
	FINANCIAL MATTERS 13.1 Approve payments of invoices as attached On a proposal by Cllr Batey, seconded by Cllr Moore the payment of attached invoices was approved. 13.2 To agree direct debit for electricity at Nelson House & Toilets The Clerk had arranged for a year contract as our bills needed control, this can be looked at next year. On a proposal by Cllr Maggie seconded by Cllr Batey this was agreed along with the direct debit 13.3 To receive an update on audit report 2017/18 The accounts for 2017/18 have now been signed off, the extra work generated has resulted in a large bill. The report says On 24 September 201 we issued a report detailing the results of our limited assurance review of Sections 1 and 2 of this authority's Annual Governance and Accountability return for the year ended 31 March 2018. We explained that we were unable to certify completion of the review at that time , We are now in a position to certify completion of the review . The external auditor report requires amendments On the basis of our review of Sections and 2 of the Annual Governance and Accountability Return (AGAR) in our opinion the information in Sections 1 & 2 of the AGAR is in accordance with proposer practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met. Other matters not affecting our opinion which we draw to the attention of the authority The AGAR was not accurately completed before submission for review. The AGAR was sent back													

	for amendment This related to salary payments which were not paid until after the last day of the month as the DD instruction for last day of the month was a weekend. This had not been an issue before. The AGAR had to be completed to read 11 salary payments in March and 13 in April . The internal auditor has passed the accounts and written in one minor item which was 2008 financial regulations rather than 2010 13.4 To agree annual Governance statements 2018/19 (AGAR) On a proposal by Cllr Liz seconded by Cllr Martin unanimously agreed this was signed 13.5 To agree and accept annual accounts 2018/19 (AGAR) On a proposal by Cllr Prior seconded by Cllr Batey this was unanimously agreed and signed. The Clerk reported that the audit should have been advertised for the first 10 days of July but because of the delay in signing off 2018/19 accounts this had been delayed by three days. The notice will be dated 3/7/19. The Council noted this information 13.6 To revise bank mandate On a proposal by Cllr Prior seconded by Cllr Payne unanimously agreed that Liz to be a third signatory in place of Cllr Hipperson	
14	Planning matters PF/19/0860 Two-storey extension to sports hall to provide new classrooms Gresham School, Cromer Road, Holt, Norfolk, NR25 6EA PF/19/0956 Removal of condition 3 (holiday use) of planning permission PF/05/1987 to allow full residential occupation Unit adjacent to, The Bungalow, Thornage Road, Holt, NR25 6ST NNDC insisted it should be a holiday use. LA/19/0750 Works associated with conversion of building to a single dwelling house 18-20 Albert Street, Holt, NR25 6HX PF/19/0749 Change of use from shop (Class A1) with flat above to single dwelling (Class C3); extension to courtyard wall 18-20 Albert Street, Holt, NR25 6HX PF/19/0974 Single storey side extension following demolition of existing conservatory 9 Blackthorn Avenue, Holt, NR25 6TY The above planning applications were considered and there were no objections to them.	
	Date of next meeting 12 August 2019	
15	To consider a resolution (under the public bodies admission to Meetings Act 1960) to Exclude members of the public	
16	Confidential Matters 16.1 Discussion of a room rental agreement It was on a proposal by Cllr Smith, seconded by Cllr Curley agreed to charge £100 a day to a person wanting to hire the room for a day a week and use the Nelson House as his mailing address. It was agreed there would be no plaque outside and that any business rate implications would be researched. On a proposal by Cllr Curley, seconded by Cllr Smith it was agreed £30 would be charged for any groups wishing to hire a room for an evening. 16.2 Personnel issues The Clerk announced that due to recent events she was handing in her notice and this would be her last meeting. Cllr Smith reported that this was an honourable thing to do and some of the Councillors were horrified and asked Cllr Smith to ask the Clerk to reconsider. The meeting was closed rapidly, and Cllrs Baker and Smith left immediately.	

R Smith (Mayor).....Date.....