



Holt Town Council

Minutes of the Holt Town Council Meeting held on Monday 13th January 2020 at 7pm in the Community Centre,

Attending: Cllr Rodney Smith (Mayor), Cllr Phil Wright, Iain Wilson, Cllr Martin Batey, Cllr Ray Moore, Cllr Bryan Payne, Cllr Maggie Prior, Cllr Liz Traynier, Cllr Sarah Tribe, Cllr Simon Williams and Cllr Ben Philo. Town Clerk Gemma Harrison and Finance Manager Glynis Williamson, 6 members of the public were present.

1. Welcome

1.1 Cllr Smith welcomed everyone to the meeting.

2. Apologies for Absence

2.1 Cllr Curley, Cllr Baker and PC Gower-Smith have sent their apologies.

3. To consider requests for dispensations from the restriction of operating in the discussion or voting on a matter in which a member has a disclosable pecuniary interest.

3.1 No interests were declared.

4. Police Matters.

4.1 The police have been in regular contact with the town council over the ongoing vandalism issues at the Church Street Toilets. There has been one incident since the last meeting whereby the toilets have had to be closed and professionally cleaned.

5. Announcements by Mayor.

5.1 The Mayor has not represented the council at any events since the last meeting.

6. Agree minutes of the town council meeting on 9th December 2019

6.1 The minutes of the Town Council Meeting on 9th December 2019 were PROPOSED as accurate and correct by Cllr Wright and SECONDED by Cllr Batey and AGREED by everyone.

7. Matters Arising if any (for information and not included on the main council agenda)

- The Neighbourhood Plan has now been sent off.
- There is an MTI meeting for agreeing the working group on 14th January. There are planned gas and water works in the area which have delayed matters, the council are trying to get details of when the works are due to take place so they can ensure the proposed re-surfacing remains undisturbed. Cllr Payne requested that a streetlight should be installed as part of any planned works, on the corner of Fish Hill. It was confirmed that the MTI bid covers three areas which are Fish Hill, Star Plain and Bull Alley. Cllr Prior requested that the artist impression and other associated proposals are bought before everyone for approval. Cllr Smith has a meeting on 20th January with Highways to discuss the MTI bid for the yellow brick road.
- Cllr Moore asked that Industrial Land at Heath Farm is added to February's Agenda.

8. Reports

8.1 Norfolk County Councillor Sarah Butikofer gave her report. She stated "The Police and Crime Commissioner's consultation finishes on 17th January. County Council are still consulting on their budget which can be seen on the website. NCC are starting a 1 million community infrastructure fund, we are awaiting more details. NCC are consulting on an additional 142 SEN funded school places, the school in Mundesley has been identified to receive some funding, which is brilliant news. Although the budget balances there are big concerns for the next two years. NCC have opened a new recycling shop where they re-use and re-sell other peoples waste.

8.2 Cllr Wright asked Cllr Butikofer a number of questions regarding ongoing highways issues in the town these are;

- Improved lighting on the Heath Farm roundabout, 3 of the 5 lights are not working.
- Unofficial layby on A148 needs the surfacing looking at again as there are large pot holes present.
- Official lay-by on the A148 need the potholes repairing.

- Cromer Road surfacing needs looking at as the previous works took place around parked cars.
- The road drains opposite Thurlow Nunn need raising to tarmac level.
- The pavement outside Thurlow Nunn still needs looking at as very narrow.
- The vegetation on the central reservation needs clearing.
- The bollards outside the Owl Tea Room and Wheatleys need straightening up, Clerk to report to the Streetscene Inspectors.
- No action taken yet on HTC request to install sleeping policeman or similar at bottom of Valley Lane to stop vehicular access to railway line.

8.3 Cllr Moore asked why commercial listed buildings do not have to pay business rates. Cllr Butikofer is going to find out some more information.

8.4 Cllr Payne was concerned that Holt was not being represented at NNDC as Cllr Baker is now the North Norfolk MP and Cllr Perry- Warnes has not regularly attended Town Council meetings. Cllr Butikofer will speak with Cllr Perry- Warnes. Cllr Batey is keen for Cllr Perry Warnes to get in contact with him, Cllr Butikofer will pass on the message.

8.5 Love Holt. Cllr Tribe and Cllr Wilson gave the town council an update from Love Holt. The Friends of Gresham's collaboration has now gone live with many businesses choosing to now offer 10% off as a perk to those who have registered for a Love Holt card. Love Holt supported the New Years venture at the Community Centre. The new events page is taking shape on the website, as is the job page which is due to launch soon. There has been lots of interest in the Love Holt scheme from other towns. Cllr Wilson stated that Holt has 5 available shops to rent. The other empty shops in the town are closed for other reasons such as refurbishment or are being sold. Love Holt have provided help and support to 12 new traders, who have moved into the town in the last couple of months.

PUBLIC QUESTION TIME

Limited to 15 Mins (3 Minutes per person)

- A local resident stated how impressed he had been with the service he has received from Holt Town Council, that afternoon he reported a streetlight

which was not working on Peerers close. He was very grateful to have such a quick response to his problem.

- A local resident asked that a Hearing Loop is made available at the next meeting.
- A local resident reported that street lights on Feathers Yard, Shire Hall Plain and the light on the corner by Sowerbys were not working. Clerk to report to the town contractor. The local resident also reported that the light in the Albert Street car park was also not working, Cllr Butikofer to report this to NNDC.

Public Question Time closed and Cllr Sarah Butikofer left the meeting.

9. Nelson House – Heritage Room

9.1 The Clerk has been getting quotes for flooring in the Heritage Room, the floor requires levelling and carpeting.

9.2 It was PROPSOED by Cllr Batey to delegate authority to the Clerk /Finance Manager to instruct a contractor to carry out works to the floor in the heritage room, for costs up to £2000, this was SECONDED by Cllr Williams and AGREED by everyone.

10. Spout Hills

10.1 Big Society Fund turned down the Spout Hills application, however the volunteers still require the equipment which was applied for as part of the grant. It was AGREED that the Finance Manager look at some alternative funding streams which may be suitable.

10.2 There is still a lot of holly which requires chipping at Spout Hills. Cllr Prior PROPOSED that a chipper is hired at a cost of £70, this was SECONDED by Cllr Williams and AGREED by all.

10.3 Cllr Moore asked for an update on the Public Footpath on Little Hills which has been closed. The wall adjacent to the footpath is unsteady and has been reported to Highways, they will inspect the wall and decide whether a full closure needs to be progressed.

11. Correspondence

11.1 Letter dated 20th December from Irwin Mitchell Solicitors regarding a potential claim. Clerk has responded clarifying the claim relates to land owned by Victory Housing and not the Town Council.

11.2 FOI Request further information requested from ICO. Clerk is responding to the request.

11.3 E-mail dated 18th December from Milo Creasey regarding the new play area off Beresford Road. Clerk to respond as the transfer has been going on for over a year, the town council needs clarification of next steps and are keen to progress the transfer. The council are unable to label a plan as the council will be seeking advice from playground specialists on where to locate any new equipment.

12. Financial Matters

12.1 The approval of payments including an additional payment to Anglian Water Business was PROPOSED by Cllr Batey and SECONDED by Cllr Prior and AGREED by all.

12.2 Cllr Batey PROPOSED the acceptance of the receipts and Cllr Traynier SECONDED the receipts and they were AGREED by all.

13. Planning matters – All planning applications were circulated prior to the meeting.

13.1 PF/19/2114 New Street Chambers, 2 New Street, Holt. Erection of first and second floor extensions and conversion of first floor from offices to residential, to form 9 flats. Cllrs discussed this application and were keen to have some input into the design of the building. The current building is an eye sore and so the Town Council welcomes some well thought out improvements. Cllr Wilson to get in touch with NNDC to see if a meeting can be set up with the developer to discuss ideas and involve Holt Society if necessary.

13.2 PF/19/2201 44 Hempstead Road, Holt. Single storey extension and erection of 1.8m high close boarded fencing to northern boundary. Cllrs discussed the application and felt although they did not object to the extension building it was felt that the 1.8m close boarded fence would be prominent and out of character in this location.

13.2 PF/19/2224 and PF/19/2225 37 Norwich Road, Holt. Change of use of dwelling to Restaurant and 3 bed and breakfast rooms. Cllrs raised no objection.

13.3 The above planning application responses were PROPOSED by Cllr Wright and SECONDED by Cllr Smith and AGREED by all.

13.4 LA/19/2168 35-37 High Street, internal and external works associated with change of use and conversion from offices to 7 apartments. There was concern regarding a possible building regulations issue with there not being two doors between the toilet and kitchen and lack of car parking provision. Cllr Payne PROPOSED to object to the planning application this was SECONDED by Cllr Wright and AGREED by everyone.

13.5 Planning Decisions/ Information - None received.

14. To agree the time of future Town Council Meetings

14.1 It was AGREED to keep the same start time of 7pm.

15. Date of Next Full Town Council Meeting Monday 10th February 2020 – 7pm The Community Centre

The meeting closed at 20.22 with two members of the public present.

Cllr Rodney Smith (Mayor)

10th February 2020