



Minutes of the Virtual Holt Town Council Meeting held on Monday 9th November at 7pm via the platform Zoom.

Attending: Cllr Rodney Smith (Mayor), Cllr Phil Wright, Cllr Martin Batey, Cllr Ray Moore, Cllr Bryan Payne, Cllr Ben Philo, Cllr Liz Traynier, Cllr Maggie Prior, Cllr Williams, Cllr Sarah Tribe, Cllr Melandra Curley, Cllr Iain Wilson and Town Clerk Gemma Harrison.

County Cllr Sarah Butikofer and District Cllrs Georgie Perry-Warnes and Duncan Baker were also present.

1 member of the public present.

1. Welcome

1.1. Cllr Smith welcomed everyone to the meeting.

2. Apologies for absence

2.1. No 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. Cllr Philo declared an interest as a temporary member of the Maintenance Team.

3.2. Cllr Smith declared an interest in item 9.3 and 14.2

3.3. Cllr Traynier declared an interest in item 9.3

4. Police Matters – No report Received

5. Announcements by Mayor

5.1 The Mayor expressed his thanks for the tremendous amount of work that is continuing to be done in the background by the team at Holt Town Council during Covid-19. The Mayor provided an update on the temporary Budgens store which is due to open on Monday 23rd November. The Mayor represented the town at the Remembrance Day Service and laid wreaths on behalf of the Town Council, NNDC, the Local MP and the Primary School. The Mayor thanked the Clerk and Cllr Philo for being in attendance, providing essential background support. The

Mayor stated that he attended a Zoom meeting with the Crime Commissioner and other senior police in Norfolk, it was acknowledged that North Norfolk enjoyed an exceptionally low incidence of crime in all categories. The police are providing support as necessary in these difficult Covid-19 times. The Mayor stated that he had signed a petition to save Holt Hall and asked for the petition to be circulated to Cllrs, so everyone has the opportunity to sign the petition if they wish to do so. Clerk to distribute to Cllrs.

5.2 The Mayor on behalf of Holt Town Council presented the Finance Officer, Glynis Williamson, with a leaving present and thanked her for all her hard work.

6. Agree the Minutes of the Town Council meeting dated 12th October 2020.

6.1 Cllr Payne PROPOSED the minutes of the last meeting as accurate and correct this was SECONDED by Cllr Batey and AGREED BY ALL.

7. Matters Arising

7.1 Covid 19 Leaflet has been printed by the Town Council and distributed around the town inside the Holt Chronicle.

7.2 Industrial Land – The Clerk apologised for missing the ongoing Industrial Land item off the Agenda and stated that it will be included on Decembers Agenda and thereafter.

8. Reports

8.1 NCC – Cllr Butikofer stated that there has been no further update on Industrial Land in Holt. The street lighting on Hempstead Road will be resolved shortly, a contractor has been appointed to move the streetlights further back. There have been several local residents raising concerns about the speeds along Cromer Road, Highways have confirmed that there is not a problem. Cllr Butikofer suggested putting a SAM2 along Cromer Road as a temporary measure, the SAM2 will record the time and date of any speeding. This data can be passed onto the police. Cllrs all AGREED that they would be pleased to have the camera for a temporary period. Cllr Butikofer gave an update on the Holt Hall petition; it is hoped that the petition will gain enough signatures to lead to a debate on the subject at County Hall. The NCC budget is out at Consultation, everyone is encouraged to comment on the budget on the NCC website. The new demolition date for the Old Holt Carpet Shop is 23rd November

8.2 Cllr Moore and Cllr Payne stated that the streetlight is still not working on Fish Hill and Cllr Wright asked whether there was a date for the installation of the

bollards on Valley Lane and asked about the lighting on the Lovells roundabout. Cllr Butikofer agreed that the lights are faint on the roundabout, but no further works are currently planned to improve them.

8.3 NNDC – A report compiled by Cllr Baker and Cllr Perry-Warnes was circulated prior to the meeting and can be seen at Appendix A. Cllr Baker gave a further update stating that Norfolk Homes have agreed to provide 12 affordable houses on their Norfolk Homes site. The planning application on Hempstead Road has been called into Committee for a decision. The Budgens building plans have emerged, the building is more sustainable and has a roof made of different materials (metallic). Cllr Baker thanked the Mayor for laying a wreath on behalf of NNDC at the Remembrance Sunday event. Cllr Baker stated that he attended the Gladman Inquiry and that the outcome is likely to be received early in the New Year. Cllr Baker acknowledged Cllr Payne's concerns over Holt being a small growth town and suggested inviting the Planning Policy Team Leader to the next Town Council meeting to discuss further. The final decision is likely to be made by NNDC in January.

8.4 Love Holt – Cllr Wilson stated that a mailing list goes out every week. The latest mail out promoted local take away and delivery services in Holt. The Christmas makers market had unfortunately had to be cancelled due to Covid-19. A recent meeting with Brown & Co has shown there is significant interest in Holt. The town has been busy and is still attracting new businesses which is welcomed given the current situation.

8.5 Greening Holt – Cllr Tribe stated that the planters being purchased using the MTI funding have now been ordered. Branding and building the Greening Holt website is ongoing. A Zoom meeting has been organised involving all take away cafes to discuss the reusable cup. The town has been zoned and plans will be created for each area. Greening Holt now have a grant funder on board, and they are hoping to meet up with an illustrator in the next few weeks to help bring to life the GH vision.

(Cllr Butikofer left the meeting at 19.43)

Public question time

A member of the public raised concerns about Item 11 on the Agenda, stating any future development may have a negative impact on the town, and the loss of green space in the town. Cllr Wright stated he was keen to see Holt develop and wanted to see the town provide for future generations.

9 Finance

9.1 The Financial Statement which consists of payments, receipts and bank reconciliation were circulated prior to the meeting. Cllr Wright PROPOSED the financial statement and Cllr Traynier SECONDED the statement which was AGREED by all.

(Cllr Baker left the meeting at 19.47)

9.2 The Clerk suggested setting up a Financial Working Party to meet twice a year to look at the budget. Cllr Wright, Cllr Smith, Cllr Moore, Cllr Payne all volunteered to form the working party. Clerk to circulate dates for a zoom meeting early next year.

9.3 A number of community groups in the town have been working hard to support the community during the ongoing effects brought about by the Covid-19 pandemic. Cllr Batey PROPOSED that HTC give the following grant donations;

- £1500 Treehouse Café
- £1500 Holt Youth Project
- £1000 The Venue
- £250 The Owl Playgroup
- £250 Little Lambs
- £250 Holt Caring Society

The PROPOSAL was SECONDED by Cllr Philo and AGREED by all.

9.4 Cllr Wright asked Cllrs for permission to purchase a new strimmer for the volunteers to use at Spout Hills. The Cllrs suggested that an industrial strimmer should be used which will be more robust and fit for purpose. Cllr Wright PROPOSED a Strimmer is purchased and this was SECONDED by Cllr Curley and AGREED by all.

10 Planning

10.1 The Planning Report was circulated prior to the meeting. The report was PROPOSED by Cllr Smith and SECONDED by Cllr Wright and AGREED by all.

The planning application for the former Budgens Store formed part of the report and Cllrs were keen to see the application progressed as quickly as possible. Cllr Perry-Warnes confirmed NNDC is doing what it can to ensure the application is turned around quickly.

10.2 The location of a new Defibrillator was discussed in Fish Hill. Cllr Wilson offered Shirehall as a possible location. The Town Clerk and Cllr Payne to discuss further on site.

11 Holt's Designation in the Local Plan

11.1 Cllr Payne stated that the Town Council were not consulted on the town being a small growth town designation in the Local Plan. Clerk to invite Mark Ashwell, the Planning Policy Manager, to attend the next meeting to give Cllrs some more information on Holt's growth status. Cllr Batey supported the proposal along with Cllr Moore.

12 HTC Church Street Toilets

12.1 The Church Street Toilets need refurbishing to ensure they are Covid secure, it was PROPOSED by Cllr Traynier, SECONDED by Cllr Payne and AGREED by all to allocate £15,000 towards the toilet refurbishment project. The Clerk will continue to look for grant funding for the project.

13 Play Area off Beresford Road

13.1 Item deferred to the next meeting, Clerk to circulate details.

14. Exclude Members of the public under the Public Bodies (Admission to Meetings) Act 2011

14.1 Personnel Matter – staffing. A report which summarised the meeting of the Personnel Committee on Thursday 5th November was circulated prior to the meeting. The report was PROPOSED by Cllr Batey and SECONDED by Cllr Williams and AGREED by all.

(Cllr Smith and Cllr Prior left the meeting and Cllr Wright took over the role as Chairman)

14.2 Personnel Matter – other. The Report of the NNDC Standards Committee Hearing Panel Dated 3rd March 2020 was circulated prior to the meeting. Cllr

Wright PROPOSED to uphold the four recommendations of the Report with the exception that the subject member remains on the Neighbourhood Plan Committee, this was SECONDED by Cllr Williams and AGREED by all, with the exception of Cllr Payne who abstained from the vote.

The Meeting Ended at 9pm.

Appendix A – NNDC Report

North Norfolk District Council Report November 2020

Cllr. Duncan Baker MP

Cllr. Georgina Perry-Warnes

On Thursday 5 November new national restrictions replaced the Local Covid Alert Level measures for four weeks, up to and including Wednesday 2 December. It is anticipated that we will then return to a regional approach, based on the latest data. These lockdown measures will be underpinned by law. Further information can be found on www.gov.uk/guidance/new-national-restrictions

North Norfolk District Council has information about the support we offer residents and businesses during this time on:

www.north-norfolk.gov.uk/tasks/projects/coronavirus

The page will be updated as and when grants become available or amended by Government so please keep an eye on developments.

Car parks and Woodlands will remain open. There will be testing centres operating in Cromer on Mondays and Thursdays, 9am - 3pm, and in Fakenham on Tuesdays and Fridays, 9am - 3pm.

If you know of a vulnerable or at risk individual who is not being supported by community groups, please tell us.

We can be contacted via an online form on the above webpage, or email NNDCCovid19@north-norfolk.gov.uk or telephone our Coronavirus Help Hub on 01263 516000 during office hours.

North Norfolk District Council has been awarded £140,000, from a government fund designed to help local authorities' and other bodies provide accommodation for homeless people in their area. As a condition of the funding, the council will match fund to help to buy four one-bed homes to help reduce homelessness across the district. The Funds will assist in the council's work to provide homes for local people who are homeless and in need but often slip through the net. There are currently, 12 known rough sleepers within the district that the team at NNDC are seeking to help.

The emerging Local Plan identifies Holt as a Principal Settlement, alongside Cromer, Fakenham and North Walsham. The majority of new commercial and residential development will be directed to these towns. Holt is found on page 29 of the Local

Plan, with details of why the town is considered to meet the criteria of a 'Small Growth Town':

<https://www.north-norfolk.gov.uk/media/5021/2-distribution-of-growth.pdf>

The existing software used by North Norfolk District Council for the processing of all planning applications (including tree works and pre- application advice requests), building control applications, enforcement investigations and land charge searches will no longer be supported by the current provider in the near future. As a result we have invested in upgrading to a new product called UNiform. This new platform offers a planning management system that is more in line with modern business practices and technology. The introduction of UNiform will mean easier tracking of application progress online. **The existing system will be suspended from Friday 13th November 2020 and the new system will be live from Monday 7th December 2020 for all new and existing applications or enquiries within the service.** Between these dates the system will be offline. Consultees, town and parish councils, and the public will still be able to comment on existing undetermined applications, raise enforcement complaints, and request land charge searches. New searches relating to property sales will not be registered after 5pm Wednesday 11th November 2020. During the shutdown period we will still be able to receive search requests by email, however, these will be held until the new system is up and running. Customers can submit requests and receive search results online via Public Access for Land Charges (PALC) details of which will be available on our website.

North Norfolk Sustainable Communities Fund Grant Panel (formerly Big Society Fund) has provided a grant for The Treehouse for the purchase of a YURT, sensory beanbags and other internal furnishings, helping them support the wellbeing of the community.

The application PF/17/1803 (Land to rear of 67 Hempstead Road - 52 dwellings) has been referred to Development Committee. This is because of concerns relating to the highways impact of the proposed access on Hempstead Road. It is expected to be considered at the meeting of 26 November.

We have requested an update on the Old Carpet Shop from the enforcement officer and are waiting to hear back.

There has been a productive meeting between Head of Planning, Phillip Rowson, and Norfolk Homes regarding future delivery of affordable housing on the Cley Road development.