



Minutes of the Holt Town Council Meeting held on Monday 9th August at 7pm at the Playing Fields meeting room, Woodfield Road.

Attending: Cllr Rodney Smith (Mayor), Cllr Ray Moore, Cllr Bryan Payne, Cllr Liz Traynier, Cllr Martin Batey, Cllr Simon Williams, Cllr Sarah Tribe, Cllr Melandra Curley, Sandra Roper, Cllr Maggie Prior and Town Clerk Gemma Harrison.

PC Graham Gower- Smith was present.

There was one member of the public present.

1. Welcome

1.1 Cllr Smith opened the meeting and welcomed Mr Hancock, the guest speaker to the meeting and extended thanks to the Playing Fields Committee.

2. Apologies for absence.

2.1 Apologies were received by Cllr Wright (due to illness), Cllr Philo (due to work commitments) and Cllr Wilson (self-isolating). All apologies were accepted.

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 None received.

4. Police Matters

4.1 PC Graham Gower-Smith gave his Police Report. An Officer has been assigned to help monitor the new weight restriction at Hempstead Road. There has been a Police presence at the Holt Markets most Sundays, a few issues about parking have been raised but all have been easily resolved. An Engagement Surgery will be held on 17th August at 10am. A few wildlife related incidents have been reported at Holt Country Park which has been looked at by Officers. The Police are aware there has been graffiti in the alleyway behind P & S Butchers, on the underpass and by the Albert Street Car Park.

5. Announcements by Mayor.

5.1 None.

6. Guest Speaker: Jon Hancock to talk about the Archery Site

6.1 Cllr Smith welcomed Mr Hancock to the meeting. Jon gave a short presentation regarding the archery and air gun site in High Kelling. Mr Hancock explained the site is open to all and asks only for a suggested donation to be able to use the site. The site is used by all abilities and is often used as sanctuary to escape everyday life. Mr Hancock is looking to establish a sensory garden on the site and is looking for volunteers to help establish the garden. Mr Hancock kindly offered the site free of charge to HTC to use if needed. Cllrs thanked Jon for attending the meeting and giving an informative presentation.

Mr Hancock and PC Gower- Smith left the meeting.

7. Agree the Minutes of Town Council Meeting dated Wednesday 12th July 2021.

7.1 Cllr Prior put forward an amendment to the minutes. The minutes were then PROPOSED (with amendment) by Cllr Prior and SECONDED by Cllr Moore and AGREED on a majority vote with 7 Cllrs supporting the vote and 3 abstaining. Cllr Prior to send amendment to Clerk. **MP**

8. Matters Arising (for information and not included on the main Agenda).

- **Industrial Land** – A meeting has been arranged at Nelson House at 10am on 8th September with Cllr Butikofer and Cllr Kershaw.
- **Hempstead Road** – Update from PC Graham Gower-Smith already received. Clerk to speak to Highways Officer for a further update. **GH**
- **Thaxters site** – It has been confirmed the site is under offer but no further details are available.
- **Budgens** – It has been confirmed that the new Budgens store is due to open next year. Clerk to write to Jane Gurney Read for a formal update. **GH**
- Clerk to ask update for supermarket at Heath Farm.

9. Reports; To be Circulated in advance of the meeting

- **Norfolk County Council** – Report available at Appendix A.

- **North Norfolk District Council** – Report available at Appendix B. Cllrs asked the Clerk write to Phillip Rowson, raising concerns with regards the delay in determining the planning application for the Nursing Home on Nightjar Road. Clerk to copy in District Cllrs, Cllrs asked to make it clear that they have been unable to ask District representatives to feedback any concerns as there has been no representation at recent meetings. **GH**
- **Love Holt** – Report available at Appendix C.
- **Greening Holt** – Report available at Appendix D. Cllr Tribe gave an update on her report stating that St. Andrews are seeking volunteers to help out in the church yard. Another planter has been delivered for the High Street. Cllr Tribe has been struggling to get an answer from highways with regards the bypass, Greening Holt would like to see the bypass planted up properly. Clerk to ask Nigel Stanton at NNDC for some advice. **GH/ ST**

PUBLIC QUESTION TIME

Limited to 15 Mins (3 Minutes per person)

Due to time constraints the public are encouraged to submit any questions in advance which will be circulated to Cllrs.

NONE RECEIVED

10. Finance

10.1 The payments, receipts and bank reconciliation were circulated prior to the meeting. The payments were approved as circulated with two additions (£25 window cleaning and £259 NNDC planning). Cllr Williams PROPOSED £13,865.89 of payments, this was SECONDED by Cllr Smith and AGREED by all. It was noted that the Jacob's Place plaque needs looking at as it is loose and Cllr Payne suggested the plaques need cleaning.

10.2 It was AGREED to defer the approval of a Quantity Surveyor to September's meeting as members were keen to see the plans for the Fish Hill site before committing further spends.

11. Planning (all applications and Report circulated prior to the meeting)

11.1 Cllr Moore PROPOSED July's planning report, this was SECONDED by Cllr Traynier and AGREED by all.

11.2 To discuss any outstanding planning applications or decisions submitted after the Agenda closed. NONE.

12. Street Lighting Contract

12.1 HTC went out to tender for the 3-year street lighting maintenance contract. Cllr Smith PROPOSED Cozens as the new supplier as they provided the most competitive price this was SECONDED by Cllr Batey and AGREED by all.

12.2 It was noted that Flagship have recently surveyed all their street lighting and a report will be available in October.

12.3 It was noted that further work is needed to ensure electricity costs are a true reflection of HTC lighting including newly installed LED lighting.

13. Hopper Bus

13.1 The Hopper Bus will launch on Monday 6th September; a timetable has been published. HTC to help with publicity including The Holt Chronicle, timetables in shops, social media and PR launch.

14. Correspondence

14.1 Dog Bin Request – A member of public has been in touch and requested a dog bin is installed on the Public Footpath adjacent to the allotments. It was AGREED to install a litter bin instead of a dog bin as emptying costs were cheaper. The litter bin installation on a fortnightly empty was PROPOSED by Cllr Curley and SECONDED by Cllr Moore and AGREED by all.

15. To agree the date and time of next meeting. Monday 6th September at 7pm at The Playing Fields Association on Woodfield Road.

Meeting ended 20.50

APPENDIX A – NCC REPORT

County Councillor Briefing
Holt

I have been seeking out what funding opportunities might be available for Holt through a variety of options. The Town Clerk is collating these so we might cherry pick for any projects that come forward.

I am actively involved with HTC and Love Holt in investigating improved car parking provision in the Town. Looking at a long term strategic and evidenced plan.

Roundabout A148/Nightjar Road. Some remedial work has been carried out there or is about to be I have agreed additional roundabout “advanced” signage and lighting improvements. I have said I would like the latter reviewed when the darker nights draw in, I will appreciate Town Council views on this.

Cley Road Parking Issues near to the cemetery will be revisited. Highways have already agreed to put a T bar marking on the road at the cemetery entrance. They will be completing a site visit and get back to us with their thoughts on remedial interventions.

Regarding Cromer Road near to Gresham’s school speeding issues, we will probably need to site Sam2 on both speed restriction areas (20/30MPH) to get an evidenced view of situation. If necessary perhaps extend the 20MPH zone for safety reasons.

I have approval for “ Danger Animals” Road signs to be placed in both directions outside Holt Country Park following reports of animal road kill on that stretch of road.

APPENDIX B – NNDC REPORT

North Norfolk District Council report

August 2021

Cllr. Eric Vardy

Cllr. Georgina Perry-Warnes

We are pleased to let you know that the recently adopted Environmental Charter is available to view on the NNDC Website. Alongside a public launch of the Charter, NNDC is running an awareness campaign which aims to raise the profile of the climate and environmental agenda and the work NNDC is doing to address the issues which it presents.

<https://www.north-norfolk.gov.uk/projects/climate-emergency/>

This page is still in the progress of being updated, and our district's baseline data will be added in August.

Alongside putting the actions of the Environmental Charter in place, the Climate Change and Environment Team are currently working on a couple of main projects at the moment, these are:

- Tree Planting projects for the autumn
- Greenbuild 2021 and future Environment Forum Events
- Strategy & Action plan for carbon net-zero 2030 across the Council's Estates and

Operations

Following on from North Norfolk District Council's recent shortlisting for the 2021 Public Finance Awards, the Council is delighted to announce it has also been shortlisted for an IRRV 2021 Performance Awards. The category is "Excellence in Innovation (Service Delivery)" for the delivery of business grants relief during the pandemic, and the submission was focused on the performance during April/May 2020, during which roughly £55m of grant money was distributed. This laid the foundation for the next year and we have now distributed over £120m across the various grant schemes, involving over 30,000 transactions.

The North Norfolk Help Hub Duty Line is now operational:

tel. 01263 516353 and www.north-norfolk.gov.uk. The phone line is for anyone to use, including the public and external organisations, to get advice, guidance and support.

Please be advised that up to date information relating to the Covid-19 Pandemic is available on the NNDC website. Information is also available at:

- Public Health England – Covid 19 cases dashboard

<https://www.arcgis.com/apps/opstdashboard/index.html#/f94c3c90da5b4e9f9a0b19484dd4bb14>

- Central Government Information <https://www.gov.uk/coronavirus>

- National Association of Local Councils <https://www.nalc.gov.uk/coronavirus>

We are continuing to work with HTC Councillors and Love Holt to try and address the appalling parking situation in Holt.

APPENDIX C – LOVE HOLT REPORT

FUNDS / SUSTAINABILITY

- We creep closer to the £2500 per month target with monthly contributions at just over £2200
- The market is looking like an important source of revenue with each one generating approx. £1000 for LH

TOWN NETWORK

- Looking to run the first post covid meeting mid September
- Bullet point Monday continues to be a decent source of updating those in the town about what's going on

COMMERCIAL STRATEGY

- No. of available shops at the lowest point for many years
- This month sees Two Magpies <https://twomagpiesbakery.co.uk/> in Lion House on the high street open
- Ex Hayes and Storr and Anthony Fell premises are amidst conversion to residential

TOWN LANDSCAPE

- First draft of plans and modelling soon to be available from Ben Bullen (architect who has been working on the MTI project)
- QS quote in at £1800
- Once both these elements in, suggested consultation:
On board MP, County, District (early Sept)
Town council / Greening Holt
Highways
Key stakeholders (traders in the area)
Sanders

Feel like there could be a review point at this stage to amend scheme if needed

Traders
Residents and visitors

MARKETING / PR

- The market helped us record the highest number of visits to the Love Holt website in July at 5000. We now have 4800 followers on instagram and 3000 followers on facebook
- Social media increasing nicely also
- New digital marketing and social media person starts at beginning of Sept

INITIATIVES

- Market continues to do well – massive attention online ‘we are in Holt’ ‘Holt is doing something interesting’ ‘great images of Holt being active’. Traders open on a market day trading very well.
- Feasibility report on Holt Lights has been completed. LH working with Lights team on how we can support

APPENDIX D – GREENING HOLT REPORT

Volunteers wanted

A couple of enthusiastic volunteers wanted to help out in St Andrew's churchyard please get in touch with Tim on 07961 318090 to find out more.

MTI PUTT planters

We've enough MTI funds to purchase an extra high street planter - location under Joules noticeboard.

Plants all looking well, see Miscanthus at Sowerby's corner attached suggest we re-cite grasses at Butcher Andrews bench - looks a little like a bad hair day!

Sensory Garden (Sandy Roper)

Still waiting for a response/agreement from Sam's from SM Gardens that I can share thoughts on sensory planting

£1500 donation

Drawing up a shortlist of possibilities for our £1500 donation

- swift nest boxes
- management assistance of Holt's Nature Reserve*
- introducing bees to St Andrew's churchyard

Million Trees For Norfolk (county initiative)

map still not ready for access

suggestion is we go to them with any locations in mind and they can offer advice

what we need is someone from County/District to advise on who owns what land and where are options are to plant (trees and hedges)

Bypass

still awaiting callback from District to speak to someone about planting up the bypass

- Melandra, you said you had a contact there from the new 'green/managment' posting?

Jubilee Wood

As with the bypass and trees for Norfolk above, really need to find who to speak to at County/District to identify any potential new sites

***Holt Nature Reserve**

met with Anne (Natural Surroundings) who rents a parcel of land that is an open access designated nature reserve

the land is adjacent to the potential field we are currently soil sampling

we discussed how a portion of the £1500 donation could be spent on habitat management

after which Anne's keen to get a working party in place to maintain

exciting to think we might be able to join up green spaces along the bypass

by moving on from the potential field, through the nature reserve, and on past the two developments

idea being we'd have a green walk/cycle-way into town

Trustee Meet

planning to meet up this week to discuss the above