



Minutes of the Holt Town Council Meeting held on Monday 8th November at 7pm at the Playing Fields meeting room, Woodfield Road.

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

No members of the public present.

County and District Cllr Eric Vardy was also present.

1. Welcome

1.1 Cllr Smith welcomed everyone to the meeting.

2. Apologies for absence.

2.1 Cllr Wilson (Prior Commitment) and Cllr Roper (illness) sent their apologies. Apologies were accepted.

2.2 District Cllr Georgie Perry-Warnes sent her 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 Batey declared an interest in item 9.1 for Finances.

3.2 Cllr Moore declared an interest in item 14.1 for the HTC Grants.

4. Police Matters.

4.1 Graham Gower-Smith was not present but has been in regular contact with the Clerk regarding an ongoing anti-social incident in the town. Cllr Vardy stated he has placed temporary signs on the A148 to direct HGV traffic away from Hempstead Road, the signs have been working well.

5. Announcements by Mayor.

5.1 The Mayor stated that he attended the Justice Service at Norwich Cathedral. The Mayor also hosted a meet and greet with the High Sheriff of Norfolk at Nelson House.

6. Agree the Minutes of the Holt Town Council Meeting dated Monday 6th September 2021 and note the minutes of Spout Hills Committee on 21st October 2021.

6.1 The Town Council minutes were circulated prior to the meeting and were PROPOSED as accurate and correct by Cllr Batey and SECONDED by Cllr Traynier and AGREED by all.

6.2 The minutes of the recent Spout Hills Committee were circulated prior to the meeting and noted by Cllrs.

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

- **Industrial Land in Holt.** Cllr Moore stated that not much progress has been made. The Local Plan still shows an allocation for a new Industrial Estate off Hempstead Road. Cllrs have requested that it is placed off the A148 near the Kelling Hospital entrance. Clerk to share a plan with Cllr Vardy to ensure he is aware and to arrange a meeting with the affected landowner. Cllrs stated that they are keen to be consulted on the next stage of the Local Plan. GH
- **The Queens Jubilee.** Holt Town Council have set up a committee to organise the celebrations for the Queens Jubilee next year. Nigel Hadlow a volunteer from the community has generously given his time to work on creating a new website for the celebrations.
- **Streetlights.** The streetlight at the crossroads on New Street was reported to the Clerk as not working along with the streetlight at the bottom of Jubilee Road. Clerk to chase UK Power networks for an update. Clerk also to contact EON to ensure electricity charges reflect lights only in HTC ownership and LED information has been updated. GH
- Cllrs asked the Clerk to set up a meeting with Anglian Water to discuss sewage capacity in Holt. GH

- The Clerk stated that the new bollard on Valley Lane has been installed.
- The Clerk stated that the contamination report for land off Swann Grove has been received. Cllr Tribe stated that she was keen to pursue the land for green space for the town. It was suggested that the Clerk should ask for a contribution from NCC for the contamination report. Clerk to ask the contractor how much it would cost to decontaminate the land. The report will be discussed in full at the next Town Council meeting. GH

8. Reports

8.1 **Norfolk County Council** - Cllr Vardy's report was circulated prior to the meeting and can be seen in full at Appendix A.

8.2 **North Norfolk District Council** – Cllr Vardy gave his report which can be seen in full at Appendix B. Cllr Smith thanked Cllr Vardy for arranging a meeting with NNDC regarding the Holt Vision and thanked Cllr Vardy for his kind donation of a SAM2 speed monitor which was bought for the town using Cllr Vardy's NCC budget. Clerk to arrange for an information piece to be included in The Holt Chronicle. GH

8.3 Cllr Vardy raised concerns about the parking and congestion caused from the recent Sunday Market. A lengthy discussion took place regarding the parking problems, which seemed to affect Kerridge Way and the outer ring of the town. With many residents struggling to park near to their properties and vehicles mounting the pavements. Clerk agreed to provide Love Holt with feedback and to speak to the Police to see if additional support could be given.

GH

8.4 **Holt Hall** - Savills are marketing the Hall and bids are due by 1st December.

8.5 **Love Holt** – No Report Received.

8.6 **Greening Holt** – are progressing the Hive for Holt project and looking to install bat boxes and swift boxes in the town. Cllr Tribe to share locations of boxes to the Clerk. It was AGREED for HTC to insure the boxes on behalf of Greening Holt and include them in the Maintenance Team inspections.

PUBLIC QUESTION TIME

The Clerk raised a question from a member of the public who submitted their question ahead of the meeting. In response to the question Cllrs made it clear that the application to close a road (for Holt Sunday Market) was applied for by Love Holt and not the Holt Town Council. An application to close a road is subject to approval by Norfolk County Council.

9. Finance

9.1 The financial statement for September and October was circulated prior to the meeting. Cllr Traynier PROPOSED the finances and Cllr Wright SECONDED them; they were AGREED by all.

9.2 The Clerk noted that the Planning Department had still not refunded the planning application fee for the Owl Trail Planning Application. Clerk to chase.

GH

9.3 The amended Financial Regulations were circulated prior to the meeting, Cllr Moore PROPOSED the amendments, these were SECONDED by Cllr Wright and AGREED by all. The Financial Regulations were officially adopted and due for revision again in November 2024.

9.4 The half year budget figures were circulated prior to the meeting and AGREED by all.

9.5 The two quotes provided for by the streetlighting contractor were circulated prior to the meeting. The quote for £744 for numbering of streetlights and £930 for electrical testing was PROPOSED by Cllr Batey and SECONDED by Cllr Traynier and AGREED by all.

9.6 A quote for a tree survey for Spout Hills and Little Hills was circulated prior to the meeting. The quote was PROPOSED by Cllr Philo and SECONDED by Cllr Simon Williams and AGREED by all.

10. Planning (all applications and the September and October Planning Report was circulated prior to the meeting)

10.1. The planning reports (including no comments for application PF/21/2948 Noon Cottage) were both PROPOSED by Cllr Moore and SECONDED by Cllr Batey and AGREED by all.

10.2 No further applications have been received.

11. Holt Town Youth Council

11.1 A discussion took place regarding whether Holt should have a Youth Council. Cllr Smith PROPOSED that Cllr Roper carry out some research on how other Youth Council's have been set up in similar size towns and bring the item back to Full Council for further discussion, this was SECONDED by Cllr Wright and AGREED by all. **SR**

12. Correspondence

12.1 North Norfolk Community Transport send an email dated 18th October 21 asking for a donation towards their support of 49 residents in Holt. Cllrs agreed to discuss further under item 14 – Grants.

12.2 The Dyson Building Open House is 20th November 21, all welcome to attend.

12.3 The Play Inspection Report was forwarded to Cllrs ahead of the meeting and the recommendations were noted. Thanks was extended to the Maintenance Team for looking after the play park to such a high standard.

12.4 It was confirmed that the Rapid Response Vehicle is undergoing a 12 week trial in Fakenham. It was noted that Cllrs felt that Holt was more central to North Norfolk. It was noted that Clerk should invite the CCG and the East Anglian Ambulance Trust to a future Town Council meeting. **GH**

13. Benches Policy (circulated prior to the meeting)

13.1 It was suggested that the policy needs amending to read that “every effort would be made to contact the family of a memorial bench before moving it.” Cllrs suggested keeping the plaques of old benches and displaying them on a board in either the Cemetery or Memorial Gardens. The policy (with amendments) was PROPOSED by Cllr Wright and SECONDED by Cllr Philo and AGREED by all. Clerk to email the amended policy to all Cllrs. **GH**

13.2 Cllr Wright updated everyone on the new memorial bench for John Allison.

13.3 Cllr Philo stated that recycled plastic benches should be considered for Town Centre locations as they come with a 25-year guarantee are more eco-friendly and require a lot less maintenance.

14. HTC Grant Awards – (Applications circulated to Cllrs ahead of the meeting)

14.1 A discussion took place on how much to award the applicants. Cllr Smith PROPOSED the following payments were made;

- £100 North Norfolk Community Transport
- £500 Archery Site
- £500 Treehouse Cafe
- £250 Holt Community Association Café
- £500 The Owl Playgroup
- £500 The Playing Fields Association
- £250 1960's Pensioners Club
- £250 Holt Bowls Club

The above payments were SECONDED by Cllr Wright. Cllr Moore abstained from the vote (due to being a member of the Playing Fields Association), everyone else present AGREED. **GH**

15. Agree date and time of next meeting Monday 13th December at 7pm at The Playing Fields Association on Woodfield Road.

The meeting ended at 9.05pm

Appendix A – NCC Report

Councillor Eric Vardy

County Councillor for Holt

Economy

Chances Project

Chances, a £4.9m Norfolk County Council project, co-funded by the European Social Fund, is reaching out to people in Norfolk who have recently lost their jobs or are long-term unemployed who may face barriers to finding work. It aims to help them get back into employment through new opportunities for support and training.

Launched in April 2021, the project has already supported nearly 300 participants on their journey to find employment.

The Norfolk County Council-led Chances for Work and Chances Healthy Living projects are being run by partners Voluntary Norfolk, Citizens Advice Norfolk, Citizens Advice Diss, Thetford and District, and Future Projects. There are local advocates based in each of the seven Norfolk district areas, who work to provide personalised one-to-one support.

Depending on the needs of the individual, the support could include help to identify skills gaps and finding suitable training and qualifications, support to access services to boost health and wellbeing, or finding ways to overcome barriers such as transport or accessing childcare. Support for those with physical or learning disabilities could also include providing help to access services, or assistance from a mental health specialist or disability support specialist who will be working closely with the Chances team.

The project which officially started in April 2021 will run until September 2023.

Individuals who are keen to find out more are welcome to contact the project team directly – for contact details and further information see www.norfolk.gov.uk/chances

Support for Norfolk Entrepreneurs

The Business & IP Centre Norfolk, managed by Norfolk County Council's Library and Information Service, is offering a free six-week online programme that will take budding business owners on a journey from 'Bedroom to Business'.

Over the past 18 months, many people have had to find alternative sources of income, including considering setting up their own business. This programme will help aspiring business owners develop their idea and provide the tools needed to get started.

Bedroom to Business is being delivered by MENTA Business Support and consists of six two-hour workshops with a chance for questions and one-to-one coaching sessions after each workshop.

Starting on Friday 5 November, the six workshops will run weekly and cover topics including: pros and cons of being self-employed; identifying any additional skills needed; developing a business plan; business funding; registering your business.

Workshops will be limited to a maximum of 10 people to allow participants to get the most out of the sessions. If anyone is unable to attend this programme, Bedroom to Business will

run again starting in January.

Participants will need to live, work or study in Norfolk or close to a Norfolk library to be eligible for this programme.

For more information and to register, visit [Bedroom to Business](#) or www.bipc Norfolk.eventbrite.com.

Appendix B – NNDC Report

District Councillors Report

Cllr Georgie Perry Warnes
Cllr Eric Vardy

Principally we have been engaged with the Vision for Holt project which I am sure members are cognisant of. My role in the main is to get the right people in the right place at the right time for a briefing (23rd November 10am at NNDC) on that subject.

In addition we have had a meeting with a representative from Norfolk Orbital Railway to hear of the benefits and impact such a scheme would have in Holt.

Following a meeting at Holt Station, between members from HTC and our MP we are actively exploring the possibility for a Park & Ride provision in the Station area.

OTHER NEWS

HOLT COUNTRY PARK GREEN FLAG AWARD

North Norfolk District Council is proud to once again receive the Green Flag Award for Holt Country Park, Pretty Corner Woods and Sadler's Wood.

The Countryside team have worked very hard over the last year to ensure the woodlands are well maintained, providing a natural space for everyone to enjoy.

This year marks the 17th year that Holt Country Park has been commended with the Green Flag Award.

After 18 months that have seen our parks and green spaces play a vital role for people through lockdowns as a place to relax, exercise and meet friends and family safely, the news that the sites have achieved the Green Flag Award is testament to the hard work and dedication of the team that make the green space a great space that everyone can enjoy.

Eligibility for the Green Flag Award is defined by a set of requirements that parks and green spaces have to meet and improve upon each year. Primary criteria include appropriate, exceptional management of the parks and providing an accessible, easily navigable (with the inclusion of directional signage and information boards) and clean space for all of the community. As part of the Green Flag Awards criteria, the Council's green spaces regularly hold community engagement events, where visitors can engage in activities such as tree planting or giveaways, and volunteer conservation days.

