



Minutes of the Holt Town Council Meeting held on Monday 14th March 2022 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 Sarah Tribe, Cllr Maggie Prior, Cllr Melandra Curley, Cllr Martin Batey and Town Clerk Gemma Harrison.

0 members of the public present.

County and District Cllr Eric Vardy was also present.

1. Welcome and Apologies

1.1 Cllr Smith welcomed everyone to the meeting.

1.2 Apologies were received from Cllr Ben Philo (illness), Cllr Simon Williams (illness), Cllr Iain Wilson (prior family commitment) and Cllr Sandy Roper (illness). All apologies were accepted.

2. Police Matters

2.1 The Clerk read out the Police Report sent in from Graham Gower-Smith, which stated “Thankfully not too much to report but it would be good to raise awareness about the potential for theft from heating oil tanks. The price of oil appears to be higher than ever, and this will only make it more vulnerable. I can offer crime prevention advice etc for those residents who wish. Contact can be direct to me on the Holt SNT page of the Norfolk Constabulary website. Snap priorities for the next three months are;

- Deter heating oil theft and ASB as a result of moped use.”

3. Minutes of the Full Holt Town Council meeting on Monday 14th February (circulated prior to the meeting).

3.1 The minutes were PROPOSED as accurate and correct by Cllr Curley and SECONDED by Cllr Traynier and AGREED by all.

4. Matters Arising

4.1 Gym equipment installation at land off Thompson Avenue was discussed. Clerk to write to residents to advise them of the installation date. **GH**

- Cllr Payne asked the Clerk to write to the landowner of the green space adjacent to Little Hills to see if they would be willing to gift the land to the Holt Town Council. GH
- Cllrs stated they were keen to see the office upstairs at Nelson House rented out. GH

5. Reports

5.1 Norfolk County Council Report and NNDC Report – The full NNDC report can be seen at Appendix A.

5.2 Cllr Vardy stated that the High Kelling Hospital site was still in the pre application advice stage. Cllr Vardy has received a complaint about opening hours of local pharmacies and it was suggested better communication is needed with regards opening times. Cllr Vardy stated he intended to speak to local pharmacies about their situation. Cllr Vardy also shared information about a shop watch scheme. The Clerk confirmed that a WhatsApp Group was going to be run by the Town Council to inform local traders of incidents within the town.

5.3 Cllr Batey and Cllr Moore raised questions about housing Ukrainian Refugees and making use of nearby Holt Hall and Pineheath Hospital.

5.4 Cllr Moore stated that a register of second homes should be made publicly available as these could also offer ideal temporary accommodation for refugees.

5.5 Love Holt – No report received.

5.6 Greening Holt – Cllr Tribe gave her report. A kestrel box and insect home has been installed at the Scout Hut off Cley Road. Bakers and Lerner's have given their permission for a Jubilee tree to be planted at the top of Valley Lane. Cllr Tribe stated that she will be helping businesses get planted for the Jubilee. Cllr Tribe has also arranged a meeting with Highways to discuss planting up the bypass and hopes to have a meeting with NCC to discuss land off Swann Grove. There has been no response from NNDC on the planting of a Japanese wood. The recent Spout Hills meeting was discussed, it was confirmed that the Committee were keen to see an oak tree planted to replace the recently felled oak at the top of the hills. It was also confirmed that the committee were keen to see a

mixed selection of trees planted in the two hedgerows adjacent to the railway common. Sarah stated that she would look into sourcing the trees.

ST

Public Question Time

The Clerk circulated prior to the meeting an email regarding the Holt Markets. The email was discussed. Cllr Prior stated that a member of the public has spoken to her and raised concerns about the road closure and whether it was being carried out legally and had also raised concerns regarding parking which had been an issue for some of the markets in 2021. It was suggested that Love Holt look at putting the market on in the yards as an alternative to closing roads. Cllr Payne stated that he thought the attraction of the market was that it was altogether in one place. Cllrs commented that when any event is held in the town it needs to be clear who is running the event. There had been some confusion with regards the Holt Markets with many people keen to attend the event, contacting the Town Council for information.

6. Finance

6.1 The financial statement was circulated prior to the meeting. The statement which included £5381.71 payments was PROPOSED by Cllr Traynier and SECONDED by Cllr Batey and AGREED by all. The Bank reconciliation can be seen at Appendix B.

7.

7.1 Cllr Smith thanked Cllr Moore for all his help in getting the streetlights correctly recorded.

7.2 The end of year, unallocated funds, was discussed and it was AGREED on a PROPOSAL by Cllr Payne and SECONDED by Cllr Traynier that the following funds are allocated to projects –

Basketball Hoop Playing Fields	£2,000
Toilet Refurb	£10,000
Utility Grant Church	£1,000
Maintennce Team Equipment	£2,000
Streetlighting	£5,000
Jubilee	£1,000
Town Signs	£4,305
Reserves	£888

It was noted that Cllr Moore abstained from the vote as he is a member of the Playing Fields Committee.

8. Planning

- 8.1** The planning report was circulated prior to the meeting, the report was PROPOSED by Cllr Batey and SECONDED by Cllr Moore and AGREED by all.
- 8.2** It was suggested that planning should be moved up the agenda at future meetings (to before the reports) just in case there is something relevant to District Cllrs who may be present.
- 8.3** The planning appeal for AP/21/0043, 2 Woodlands Close, Holt was noted.
- 8.4** The planning policy (which was circulated prior to the meeting) was PROPOSED by Cllr Batey and SECONDED by Cllr Prior and AGREED by all.

9. Dark Skies

- 9.1** The draft dark skies policy for Holt (which was circulated prior to the meeting) was discussed. Cllr Payne stated that he felt residents should have the choice of what they would like on their houses. Cllr Prior supported Cllr Payne's comments and did not support the planning element of the proposed policy. Cllr Curley supported the policy and PROPOSED that it was adopted, there was no support for the motion. Cllr Payne PROPOSED to abandon the policy this was SECONDED by Cllr Prior and AGREED by Cllr Moore, Cllr Traynier and Cllr Batey. Cllr Smith, Cllr Wright, Cllr Curley and Cllr Tribe abstained from the vote. The motion was carried. Clerk to update the resident who asked for the matter to be discussed. GH

10. Hopper Bus

- 10.1** The hopper bus is a fantastic initiative but unfortunately residents are still unaware of its existence. The route needs amending to take in Grove Lane and the Venue/ Budgens and eventually the two new care homes. Clerk to arrange a meeting with Sanders. It was AGREED, by everyone present, that Holt Town Council would contribute to any printing costs related to amending the timetable. GH

11. Streetlights

- 11.1** Holt Youth Project have asked Cllrs to consider installing two new streetlights outside the Holt Youth Project. Cllrs agreed that lights were needed here, and they are due to be provided with the development of the Thaxters site. Clerk to formally request an update on the future of the Thaxters site. **GH**

12. Jubilee Budget

- 12.1** The Jubilee budget was circulated prior to the meeting. Cllr Prior stated that fireworks are bad for the environment, and she did not support this element of the budget. The budget (including fireworks) was PROPOSED by Cllr Curley and SECONDED by Cllr Payne and AGREED by all, except for Cllr Prior, Cllr Moore and Cllr Batey who abstained from the vote.

13. Correspondence

- 13.1** The pressures on local pharmacies was discussed. Cllr Prior to find out about prescription deliveries. Clerk to write to the two pharmacies and raise concerns about recent closures. **GH / MP**
- 13.2** Spout Hills – The recent clearance work on Spout Hills was discussed. Cllr Wright stated that he was happy to meet with any complainants on site to explain the recent works. Cllr Curley and Cllr Tribe raised concerns about whether the blackthorn needed to be cleared. It was confirmed that no further clearance was planned for the summer months.
- 13.3** As per the Standing Orders it was PROPOSED by Cllr Martin Batey and SECONDED by Cllr Ray Moore (and AGREED by all) to extend the meeting beyond the standard two hours meeting guidance.

14. HTC Meeting Dates 2022/23

- 14.1** The meeting dates for 2022/23 were circulated prior to the meeting, they were PROPOSED by Cllr Moore and SECONDED by Cllr Wright and AGREED by all. It was noted that there would be no HTC meeting in August.

15. Charity Postcards

15.1 Cllr Batey suggested The Treehouse Café should be the charity for the first year of the Holt Charity postcards, this was SECONDED by Cllr Moore and AGREED by all.

15.2 It was suggested that Holt Town Council explore the use of a sum up card machine to allow for card payments to be taken. Cllr Smith to forward information to the Clerk. GH

16. HTC Consultation.

16.1 It was AGREED to discuss the consultation questionnaire by email.

17. It was AGREED to exclude the members of the public under the Public Bodies (Admission to Meetings) Act 2011 to discuss;

17.1 A personnel matter – The personnel committee report was circulated to all Cllrs prior to the meeting, the report was PROPOSED by Cllr Wright and SECONDED by Cllr Smith and AGREED by all.

17.2 The next meeting will be held on **Monday 11th April at 7pm** at the Holt playing Fields Association.

The Meeting finished 21.14

APPENDIX A

NNDC Report

North Norfolk District Council report March 2022

Cllr. Eric Vardy & Cllr. Georgina Perry-Warnes

- North Norfolk District Council's 2022-23 budget was approved at February's Full Council meeting. After freezing Council Tax payments last year, a modest rise in the charges levied by NNDC was approved as part of the 2022-23 balanced budget. This equates to an annual rise of £4.95 to the charge for Band D rated domestic properties. NNDC charges one of the lowest Council Tax rates of district councils in England whilst maintaining and further investing in services. The majority of the money raised by charges to residents and businesses goes to Norfolk County Council and Norfolk Police, with NNDC collecting only around 8-9p from every pound paid.
- New measures are being introduced to ensure second home owners who abuse a tax loophole by claiming their often-empty properties are holiday lets will be forced to pay council tax. Currently some second homeowners avoid paying council tax and claim business rates relief instead by declaring an intention to let their property to holidaymakers. This can be used as a device to obtain relief when there is no intention to offer holiday letting. Under the new proposed rules holiday lets must be proved to be rented out for a minimum of 70 days a year to qualify for business rates relief. Business rates avoidance is estimated to cost £250 million per year in lost revenue.
- The Council have offered a year's free membership worth £150 for the Visit North Norfolk scheme to hospitality, leisure and accommodation businesses. The Government's Covid Additional Restrictions Grant will fund the initiative. The scheme provides businesses with access to promotional opportunities, all year marketing opportunities, networking events, national press coverage and an interactive booking website. This gives businesses an opportunity to increase their profile and access markets they would not reach individually.
- Once again the Environment Agency are set to announce that North Norfolk has high bathing water quality including the 6 Blue Flag beaches at Cromer, Sheringham, East Runton, Mundesley, Sea Palling and West Runton. We are determined to increase our Blue Flag beaches and are working towards a seventh by next year.
- The Council have reviewed car parking charges for the first time since 2016 and have decided to increase fees by reference to the Consumer Prices Index (CPI). Season ticket holders will not have to pay more than they currently pay. Standard car parks will go from £1.00 to £1.20 for first 2 hrs, then from 70p to 80p per hour; Resort car parks (including Holt) go from £1.30 to £1.50 for 1 hour then £1.20 (up from £1.00) per hour. Coastal car parks will go up to £1.80 from £1.50 per hour. Increases will be effective from July.

- With regard to the Conservation Area appraisals, the Conservation and Design team are analysing hundreds of submissions and will be collating them in a report to the Planning Policy and Built Heritage Working Party in March or April. There is an opportunity to register to ask questions in writing or in person at the meeting via Zoom. You must give notice at least 24 hours before the date of the meeting (either 21 March or 25 April) and please contact Democratic Services 01263 516047 or email: matthew.strembrowicz@north-norfolk.gov.uk to register your interest.

APPENDIX B

Bank Reconciliation

Holt Town Council

11 March 2022 (2021-2022)

Prepared by:

Approved by: Date:

Date:

Name and Role (Clerk/RFO etc)

Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 28/02/2022		
Cash in Hand 01/04/2021		
ADD		
Receipts 01/04/2021 - 28/02/2022	299,867.59	A
SUBTRACT	189,188.58	
Payments 01/04/2021 - 28/02/2022		
Cash in Hand 28/02/2022		
(per Cash Book)		
489,056.17		
180,632.71		
308,423.46		
Cash in hand per Bank Statements	0.00	B
Less unrepresented payments	13,426.17	
Plus unrepresented receipts	49,338.25	
Adjusted Bank Balance	245,651.46	
308,415.88		
53.42		
308,423.46		
61.00		
308,362.46		
A = B Checks out OK		

Cash 28/02/2022 Barclays Business Saver Account 28/02/2022 Barclays Business Tracker Account 28/02/2022

Barclays Community Account 28/02/2022