



Minutes of the Annual Holt Town Council Meeting held on Monday 9th May 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 Sarah Tribe, Cllr Maggie Prior, Cllr Martin Batey, Cllr Simon Williams, Cllr Ben Philo, Cllr Liz Traynier and Town Clerk Gemma Harrison.

0 members of the public present.

County and District Cllr Eric Vardy was also present.

1. Election of Chairman for the following year. Chairman to sign declaration of acceptance of office.

1.1 Cllr Wright PROPOSED that Cllr Smith is Chairman , this was SECONDED by Cllr Philo and AGREED by all with the exception of an abstained vote from Cllr Prior.

1.2 The Clerk witnessed Cllr Smith sign the declaration of acceptance of office.

2. Election of Vice-Chairman for the following year. Vice-Chairman to sign declaration of office.

2.1 Cllr Traynier PROPOSED Cllr Wright as Deputy Mayor, Cllr Batey SECONDED the motion which was AGREED by all.

2.2 The Clerk witnessed Cllr Wright sign the declaration of acceptance of office.

3. Welcome and to consider apologies and reasons for absence.

3.1 Apologies were received from Cllr Sandy Roper, Cllr Wilson and Cllr Curley. All apologies accepted.

4. To receive declarations of Interest and requests for dispensations by Councillors in any of the agenda items listed.

4.1 Cllr Philo declared that he was also a paid member of the Maintenance Team.

- 5. Police Matters – No report.** There has been some vandalism at St. George V Playing Fields. Clerk to report to the Police. It was also reported that a lady was suspected homeless and sleeping on Little Hills.

6. Announcements by Mayor

6.1 The Mayor attended the Holt Caring Society AGM and represented HTC. The event was well attended and the Mayor was very pleased to meet the volunteers.

7. Minutes of the Town Council meeting held on Monday 11th April 2021 to be approved and signed.

7.1 The minutes were circulated prior to the meeting, they were PROPOSED as accurate and correct by Cllr Payne and SECONDED by Cllr Moore and AGREED by all.

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

8.1 Clerk to investigate getting a Holt Guide for the town.

8.2 It was noted the CFR car was sold and the money given to charity.

8.3 Clerk to speak to Cllr Vardy regarding getting a bus link through the Cley Road development.

8.4 Clerk to chase the installation date for the outdoor Gym equipment.

8.5 It was noted that the new owners of Holt Hall had not been made public.

8.6 It was noted that the Clerk should look to set up a Friends Group of the Memorial Gardens.

9. Reports

- **Norfolk County Council** – The full report can be seen at Appendix A.
- The Provision of PROW and walking and cycling was discussed. Clerk to email Cllr Vardy regarding off road access along Norwich Road to the Country Park.
- Cllr Williams asked whether more short-term parking could be introduced to Holt. Clerk to speak with Highways and copy Cllr Vardy into any

correspondence. The closure of car parking bays will be added to next months Agenda for discussion.

- **North Norfolk District Council** – Appendix B. Cllr Payne raised the inconsistency with parking charges, Holt's have increased and are more expensive compared to Fakenham and North Walsham. Cllr Vardy agreed and will continue to address this on our behalf.

Disappointment was expressed at the length of time it was taking to determine several applications in the town, meaning works have been delayed.

Love Holt – Report was circulated prior to the meeting.

- **Greening Holt** – A full update was given at the recent Annual Town Meeting.

PUBLIC QUESTION TIME

Limited to 15 mins (3 minutes per person)

Cllr Moore asked that Industrial land is added to next months agenda.

An email was read out from a local resident on behalf of a local craft group who were looking for a response to an email they had sent Love Holt. Clerk to contact Love Holt and ask they make contact with the group direct.

10. General Power of Competence

10.1 Cllr Batey PROPOSED to adopt the General Power of Competence for the forthcoming financial year 22/23. This was SECONDED by Cllr Williams and AGREED by all.

11. Standing Orders

11.1 The amended standing orders were circulated prior to the meeting, these were PROPOSED by Cllr Moore and SECONDED by Cllr Batey and AGREED by all.

12. Planning

12.1 The Planning Report for April (Circulated prior to the meeting) was PROPOSED by Cllr Batey and SECONDED by Cllr Traynier and AGREED by all.

13. Finance

13.1 The financial statement was circulated prior to the meeting. Cllr Batey PROPOSED the payments of £24,388 (ex VAT) these were SECONDED by Cllr Wright and AGREED by all.

13.2 The AGAR items were deferred to the next meeting as the Internal Audit was yet to be completed.

14. Correspondence Received

14.1 None.

15. Jubilee Update

15.1 There was a discussion on HTC purchasing a PA system for the Jubilee weekend. There was no general agreement to purchase a PA, instead it was AGREED to hire as and when needed.

15.2 It was AGREED to purchase some Union Jack Feather Flags for the event and a spend authorized up to £500.

16. Streetlighting

16.1 A discussion of the column replacement works took place. Clerk to look into LED grants. Cllr Philo and Cllr Moore to look at the columns which have been identified as needing replacing to see if any are in urgent need of replacement. Clerk to chase Flagship for their street lighting survey. The PROPOSAL to temporarily suspend the suggested works until the above investigation has taken place was PROPOSED by Cllr Smith and SECONDED by Cllr Wright and AGREED by all.

16.2 Clerk to notify N Power of the LED street lights to ensure the tariff HTC are on is up to date and a true reflection of what HTC are paying.

17. To note the date of the Next Town Council meeting Monday 13th June. Venue confirmed as Playing Fields. Cllr Prior and other Cllrs supported continuing to use the Playing Fields due to the easily accessible car park.

18. To agree to exclude members of the public under the Public Bodies (Admissions to Meetings) Act 2011 to discuss;

18.1 A personnel matter. – Deferred.

18.2 A contractual matter – It was AGREED to rent out a room on the first floor of Nelson House, the rental was PROPOSED by Cllr Smith and SECONDED by Cllr Payne and AGREED by all.

Meeting ended at 20.40

Appendix A – Norfolk County Council Report

Norfolk County Council owned companies encouraged to cut carbon

This first item is one that I fully support. As from the 1st May I became the County Councils Cabinet Lead on the Environment and Waste.

Council-owned companies are being encouraged to reduce their carbon emissions, as part of the county council's efforts to help Norfolk become carbon neutral.

Norse Group, Hethel Innovation Ltd, Repton Property Developments Ltd and Independence Matters are the focus of a report to the county council's cabinet on 3 May.

Each company will be encouraged to set out carbon reduction targets once it better understands its own carbon footprint.

If cabinet backs the proposal, there will be a follow-up report which outlines the progress of each company in establishing specific carbon reduction targets.

Further report to follow when initiatives are instigated.

Uptake for apprenticeships in Norfolk continues upward trend

The upward trend in apprenticeship starts is continuing to increase in Norfolk. A 35% increase in apprenticeships has been reported between August 2021 and January 2022, with 3026 new apprenticeships started in the last 6 months.

Apprenticeships are a government-funded scheme which gives individuals of any age the opportunity to build a new future whilst earning and learning and enables businesses to harness new skills and improve their productivity and sustainability at the same time.

Local employers, training providers, and Norfolk County Council's dedicated team of experts at Apprenticeships Norfolk, boosted by incentives and grants, are all working together to make apprenticeships easier to access and to understand for individuals.

Norfolk Local Cycling and Walking Infrastructure Plans

Norfolk County Council has secured a revenue grant from central government to support the development of a Local Cycling and Walking Infrastructure Plan (LCWIP) for Norfolk.

The LCWIP for Norfolk plays an important part in delivering the Government's strategy for encouraging everyone to cycle and walk more, especially when making short journeys in towns and cities. Increased levels of active travel, especially for shorter journeys in towns, will help to reduce congestion, improve air quality, and benefit the environment and local economy.

The County Council is working in partnership with all district and borough councils to create the plan. The Norfolk LCWIP builds on plans already completed for Great Yarmouth, King's Lynn and Greater Norwich.

The objective of the plan is to develop a countywide walking and cycling network, and identify infrastructure improvements over the short, medium and long term.

The development of the Norfolk LCWIP also supports the delivery of a low carbon, well-connected transport network in Norfolk.

The plan for Norfolk is in the early stages of development and to support with the development of the plan the County Council has created an online survey to help obtain insights into current levels of cycling and walking within Norfolk and to identify places where people feel they want to be better connected on foot or cycle.

The initial Norfolk LCWIP engagement runs from the 5 April to 30 May.

to review and comment on detailed proposals within the Norfolk Local Cycling and Walking Infrastructure Plan in Autumn 2022 go to www.Norfolk.gov.uk

The initial Norfolk Cycling and Walking Survey is open from 5 April to 30 May.

Appendix B – NNDC Report

North Norfolk District Council report May 2022

Cllr. Eric Vardy & Cllr. Georgina Perry-Warnes

There is little to report.

- North Norfolk's first major road race in almost 30 years will take place on Sunday, May 15. The race will begin in Sea Palling, where full marathon participants will start their 26.2 mile run, passing through coastal towns and villages along the route. For half-marathon runners, the starting line will be Mundesley, with both distances crossing the finishing line at Sheringham High School. The council has made arrangements for the safe running of the race through temporary road closures and signage. It is expected that there will be disruption along the route on Sunday, so please do re-consider directions and take alternate routes throughout the duration of the race. Advice for runners, spectators and the wider community can be found on the Mammoth Marathon webpage - <https://www.north-norfolk.gov.uk/media/7760/nndc-mammoth-marathon-race-booklet.pdf> This includes route maps, timings, car parking, bus transfer information, suggested viewing points and more.
- Anglian Water have agreed to attend the Overview & Scrutiny Committee meeting due to take place on Wednesday 11th May, in order to provide an update on sewage outflow events and any progress/investments being made in the District.