



Minutes of the Holt Town Council Meeting held on Tuesday 27th September 2022 at 7pm at Nelson House, 2 White Lion Street, Holt NR25 6BA

Attending: Cllr Rodney Smith (Mayor), Cllr Sarah Tribe, Cllr Maggie Prior, Cllr Simon Williams, Cllr Liz Traynier, Cllr Sandy Roper, Cllr Martin Batey, Cllr Iain Wilson, Cllr Ben Philo and Town Clerk Gemma Harrison.

3 members of the public present.

1. Welcome

1.1 Cllr Smith welcomed everyone to the meeting and announced a one minutes silence in memory for the late Queen Elizabeth II.

1.2 Cllr Smith stated that the Proclamation for the King can be viewed on the Town Council website. God Save the King.

2. Apologies for absence.

2.1 Apologies were received from Cllr Wright (family commitment), Cllr Moore (family commitment), Cllr Payne (family commitment) and Cllr Curley (work commitment). 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.

4. Police Matters.

4.1 The Clerk met with PC Graham Gower-Smith regarding the recent vandalism in the town, the young children involved have been identified and Graham is working with the children and their families.

5. Announcements by Mayor.

5.1 Cllr Smith announced that he attended a presentation on the Orbital Railway, and a meeting with the MP regarding the presence of a new Barclays Bank presence at the Venue. It has since been agreed that the Cash point will remain on the Barclays building. Cllr Smith was also announced he was invited to attend the Methodist Church Open Air Thanksgiving Service in the Memorial Gardens and a church service for the late Queen at St. Andrews Church.

6. To agree the Minutes of the Town Council Meeting dated Monday 11th July 2022.

6.1 The Minutes were circulated prior to the meeting; they were PROPOSED by Cllr Prior as accurate and correct and SECONDED by Cllr Traynier and AGREED by all.

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

7.1 HTC Grants – The Clerk stated that the copy deadline for the Chronicle is 25th October, and that an advert will be put in for the new HTC community Grants, a decision will be made at Decembers meeting and money distributed to successful applicants by Christmas.

7.2 The Clerk informed the council that the Letheringsett Car Park invoices have gone out, charges will be reviewed for next year in the forthcoming Budget.

Public Question Time

- Holt Nights Light – costs risen 20% member of public requested for some funding/ support. Costings/ Light Budget to be sent to Clerk for circulation. HTC offered support for Holt Lights. Request for HTC to include something in the budget for 23/24, further discussion was AGREED.
- Asked for silent fireworks suggestion to be taken forward.

8. Industrial Land

8.1 Clerk to arrange a meeting of the Industrial Committee to enable a more detailed discussion on employment land in Holt. GH

9. Planning

9.1 The planning report was circulated prior to the meeting. The report was PROPOSED by Cllr Traynier and SECONDED by Cllr Prior and AGREED by all.

9.2 Cllr Tribe informed the Council that she had received a letter regarding an outstanding planning application, the resident has concerns regarding the noise at Hempstead Road Industrial Estate, the resident is looking for support in objecting to the application. Cllr Vardy and Cllr Perry-Warnes have called a meeting with residents in the area to investigate the matter further. It has been confirmed that Environmental Health are also involved.

10. Reports

10.1 Norfolk County Council – Cllr Vardy gave his report which was circulated prior to the meeting.

10.2 North Norfolk District Council – Cllr Vardy gave his report which was circulated prior to the meeting. Cllr Vardy attended the meeting and asked if there was any questions from the Council or members of the public.

10.3 Cllr Batey asked whether NCC/NNDC are looking to re-open disused railway lines as there is Government funding available, other areas in Norfolk are applying for funding. Cllr Vardy was unaware of the funding stream and asked the Clerk to send an email to him to enquire about funding availability. GH

10.4 Love Holt report circulated earlier in the month.

10.5 Greening Holt – Cllr Tribe to organise the new oak tree on Spout Hills, the first honey has been harvested from the bees from the Church Yard. Greening Holt welcomes a new member (Trish). There has been a request from a member of the public to have a community orchard on the new areas of open space in Holt on land off Beresford Road. Cllr Prior stated that the original agreement for the use of both plots of land was for play/exercise equipment. Cllr Prior confirmed that this is what the ring-fenced money is set aside for and was agreed after a public consultation. Cllr Tribe confirmed that 5 trees can constitute an orchard. Cllr Prior said that we should not lose the prime use as exercise, but a border of trees could be planted as something to buffer the housing. This was agreed. Cllr Philo

PROPOSED for fruit/nut trees on the gym equipment site off Beresford Road this was SECONDED by Cllr Traynier and AGREED by all. No decision was made on the other larger site as it was AGREED to wait until an update had been given by Lovells on what equipment would be provided on their nearby site. GH

11. Community Speed Watch

11.1 The item was deferred to October's meeting.

12. Civility and Respect Pledge

12.1 The pledge was circulated prior to the meeting, the pledge was PROPOSED by Cllr Batey and SECONDED by Cllr Roper and AGREED by all.

13. Correspondence

13.1 HGV access on Hempstead Road is still occurring and becoming frustrating for residents. Clerk to contact PC Gower- Smith to see if he is able to monitor the HGV movements once again. HTC AGREED to support the resident and raise the ongoing problem with NCC. GH

13.2 A letter of thanks was received thanking volunteers for all their hard work at Spout Hills, the letter has been circulated to all Cllrs and has appeared in the Holt Chronicle.

14. Holt Vision Report

14.1 Cllr Wilson gave an overview of the recent draft of the 2022 Holt Vision report. There has been more traffic input (from urban flow) compared to the 2012 plan. Cllr Wilson suggested a meeting of the Steering Group to seek revisions of the report, after the drawings have been revised and the report amended to take on HTC comments then costings can be sort ahead of a full public consultation.

14.2 All Cllrs encouraged to provide feedback in written form, in the next two weeks (to the Clerk) to allow the steering group to discuss further. ALL

15. Finance

15.1 The payments and receipts for the month of July, August and part of September were circulated prior to the meeting. Cllr Traynier PROPOSED the payments and Cllr Batey SECONDED them; they were AGREED by all. GH

15.2 Quotes for a cartographer for a new town map were discussed and example maps printed and circulated. Cllr Prior PROPOSED that a £500 spend was allocated to the £500 already allocated (through MTI funds) to appoint a cartographer to draw a map of Holt, this was SECONDED by Cllr Williams and AGREED by all. Clerk to discuss with Cllrs via email the details on what should be drawn. GH

15.3 Purchasing a new projector for the Heritage Room was discussed. It was PROPOSED by Cllr Smith that an upper limit of £500 be set aside for the purchase, this was SECONDED by Cllr Traynier and AGREED by all. MB

15.4 A new light weight mower for the maintenance team to enable easier cutting around gravestones was discussed, it was PROPOSED by Cllr Philo that a mower should be purchased (quotes received £520) this was SECONDED by Cllr Batey and AGREED by all. GH/PD

15.7 CCTV quotes were discussed, the cost was considered too high at the moment with quotes in and around £8000. It was AGREED not to pursue CCTV at this time.

15.8 The purchase of an A3 printer was discussed to replace the current printer which is now no longer supported by EOS. Cllr Prior PROPOSED the hire of a new A3 printer as per the EOS quote, this was SECONDED BY Cllr Batey and AGREED by all. GH

16. Neighbourhood Plan

16.1 The Neighbourhood Plan has been submitted to NNDC for examination. Lose timetables have been given with a referendum due before Christmas or more likely in the New Year.

17. Tourist Information

17.1 The TIC closes at the end of month. Tuesday 8th November there will be a thank you to volunteers at The Feathers with cake and coffee provided.

18. Holt Youth Council

18.1 Cllr Roper has had lots of positive feedback/interest from local community groups, Cllr Roper has spoken to Cllr Vardy and Cllr Perry- Warnes as there is an officer at NNDC who will be able to offer some advice and support. Cllr Roper is also looking to work with some young individuals known to her on the project. Members can be aged between 10 – 17 and criteria will state that you live in Holt and surrounding area, the Holt Youth Council was PROPOSED by Cllr Roper and SECONDED by Cllr Prior and AGREED by all. SR/GH

19. To agree to close the meeting to members of the public under the Public Bodies and Admission to Meetings Act 2011 to discuss a private personnel matter and a contractual tender.

19.1 The above was AGREED.

19.2 It was AGREED to extend the meeting past the standard 2 hours as stated in the Standing Orders.

20. Appointment of new Maintenance Personnel

20.1 Everyone thanked Cllr Philo for everything he had done whilst part of the Maintenance Team.

20.2 The proposal in front of Cllrs is to appoint Neil Townsend after interviews were held earlier in the month. Cllr Philo PROPOSED the appointment of Neil on a temporary 6-month probation contract which would be reviewed by the personnel committee, this was SECONDED BY Cllr Williams and AGREED by all.

20.3 Quotes from the recent tender for the Church Street Toilet refurb were shared with Cllrs. The quoted differed substantially and therefore it was PROPOSED by Cllr Traynier that a working group is set up to meet with the builders to identify areas where savings could be made, Cllr Batey SECONDED this. It was AGREED by all that Cllr Smith, Cllr Wright and Cllr Payne should be part of the working group.

GH/RS/BP/PW

21. Date and time of next meeting

21.1 It was noted that the next meeting will be held on Monday 10th October at the Church Meeting Room as Lovells will be attending to give a presentation. ALL

The Meeting ended at 21.09