

Holt Town Council

The minutes of the Holt Town Council Meeting on Monday 11th September 2023 at the Meeting Room at the Playing Fields Association, Woodfield Road, Holt.

Attendees: Cllr Sarah Tribe (Mayor), Cllr Phil Wright (Deputy Mayor), Cllr Martin Batey, Cllr Ray Moore, Cllr Maggie Prior, Cllr Sue Barham, Cllr Chris Bishop, Cllr Bryan Payne, Cllr Rodney Smith, Cllr Simon Williams, Cllr Anita Jones, Cllr Sandy Roper and Town Clerk Gemma Harrison.

5 members of the public present

1. Welcome

1.1 Cllr Tribe welcomed everyone to the meeting.

2. Apologies for absence.

2.1 Apologies have been received from Cllr Doran. 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 Cllr Batey stated that he had an interest in Item Number 11 (Planning).

3.2 Cllr Williams stated that he had an interest in item 12 (Finances).

3.3 Cllr Moore declared an interest in item 18 (Holt Playing Fields).

4. Police Matters.

4.1 PC Graham Gower-Smith gave an update via the Clerk, it has been confirmed that a youth has been charged with fighting at The George V Play Area on Peacock Lane.

5. Announcements by Mayor.

5.1 Cllr Tribe gave her report which can be seen at Appendix A.

5.2 Cllr Payne asked the Clerk to chase Lovells regarding the planting on Heath Farm. **GH**

6. Agree the Minutes of: Town Council Meeting dated Monday 10th July 2023.

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

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

- Industrial Land – The Working Party is meeting on 29th September. Clerk to chase NNDC Officer Rob Young for an update prior to the meeting. GH
- Neighbourhood Plan – The plan is now formally adopted by NNDC.
- Painting the Underpass –NCC Highways did not support the underpass being painted as a community project, Clerk to ask NCC to carry out the work and copy in County Cllr Eric Vardy. GH

(Cllr Bishop joined the meeting at 19.10)

- UPP Broadband – Fibre Broadband is coming to Holt provided by UPP in 2024.
- Clerk to ask Barkers and Lerner's about the protocols around parking in the Budgens Car Park for school pick up and drop offs. Cllrs requested more free parking due to health and safety issues with parking on Kerridge Way. Clerk to approach Highways to see if white lines could be an option. GH
- Banking Hub – no update. Clerk to chase Steffan Aquarone. GH
- Light on Fish Hill – Clerk is awaiting a quote from Cozens.
- Woodfield Road Residents – Cllr Williams stated he had received complaints regarding parking on Woodfield Road due to a busy football event. The complaint was noted.
- Letheringsett Hill and Thornage Road new lighting request – Clerk to speak to Amey (NCC Contractor) for an update. GH

PUBLIC QUESTION TIME

Limited to 15 Mins (3 Minutes per person)

- A resident asked whether a registered charity could help with funding the Hopper Bus. Pensioners using the bus stated they are willing to pay and were disappointed that the service has been withdrawn. There are a few individuals who depend heavily on the service. The Clerk explained that unfortunately even with paying, the service would run at

a lost as it needed more numbers to support it. Funding would be challenging given its unviability.

- A resident suggested Holt Caring Society as a solution but some residents can't afford the prices. Further support in this area will be investigated. GH
- A resident thanked HTC for the cycle parking which has been installed in the town.
- A resident stated that a cash machine is needed in the centre of town. Clerk to investigate what options are available. GH
- A resident stated that the recent installation of the planters were problematic for the partially blind. Clerk reassured the resident that they would be planted up within the next few days and as such be more visible. There was a discussion about the location of the planter outside the kebab shop, Clerk to discuss re-positioning it with Highways. GH

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

8.1 Norfolk County Council – Full report can be seen at Appendix B. Cllr Vardy praised the Lovells and HTC for their greening initiatives for the development off Beresford Road. Cllr Vardy also stated he is keen to support the skate park in Holt and will help HTC explore funding options.

8.2 North Norfolk District Council – Cllr Batey stated that the price for the flashing warning sign for the Thornage Road bridge is approximately £8500. Clerk to research finance options including liaising with Thornage Parish Council and investigating whether the Parish Partnership Scheme would be suitable. Cllr Batey also attended the Heritage and Policy Working Group and stated that he was pleased to hear that the Glaven Valley Conservation Plan was progressing well. Further clarity on Nutrient Neutrality will be available in the coming weeks. GH

8.3 Cllr Prior requested that the road sign stating *No Turning Private Road* is reinstated by NNDC. Cllr Batey agreed to take this request forward. MB

8.4 Love Holt – No report received. Cllr Prior asked for clarification on Love Holt's involvement with the Holt Lights and registered her disappointment that fireworks were being used again as part of the celebrations.

8.5 Greening Holt – Cllr Tribe circulated her report prior to the meeting. The Holt bypass was discussed, and it was suggested that Lovells may like to sponsor the planting. The overgrown area at the bottom of Kings Road was raised by Cllr Moore and it was suggested that The Hub may now own this area. Clerk to contact the Hub to discuss clearance. GH

9. Hopper Bus

9.1 The discussion on the Hopper Bus took place under public correspondence. Cllrs and the Clerk will continue to look for opportunities to serve the Surgery with a regular bus route.

10. Defibrillators

10.1 Two defibrillators have been installed in the town, one in memory of the late Peter McAllister on the Budgens building and the other at the Holt Playing Fields.

10.2 Defib training has been arranged for 17th October 6pm – 7pm and 7pm – 8pm. Clerk to advertise and record interest, booking essential. GH

10.3 It was AGREED the maps which are to be installed in the town's car parks should show the cash point, all defibs aswell as George V, gym park and Spout Hills. Clerk to forward a draft for comment as soon as received. GH

11.Planning (Report circulated prior to the meeting)

11.1 Cllr Batey left the room whilst the planning report was discussed.

11.2 PF/23/1191 was discussed after a local resident asked for it to be looked at again. Cllrs are not against the materials used but felt overdevelopment was an issue, some concerns were raised regarding the views from the balcony. It was AGREED on a majority vote to amend HTC's previous comments on the application to add comments on overdevelopment. Cllr Wright, Cllr Moore, and Cllr Williams abstained from the vote.

11.3 The planning report including the amended comments above were PROPOSED by Cllr Prior and SECONDED by Cllr Roper and AGREED by all. Clerk to respond to NNDC. GH

12. Finance (circulated prior to the meeting)

12.1 It was noted the payment for the basketball hoop, installed at the Playing fields was still to be made. Clerk to arrange payment. The receipts were not circulated due to an error with the accounting software and will be circulated for approval at the next meeting. GH

12.2 Cllr Payne asked for clarification on costs for the two defibrillators installed, one of the cabinets had been funded by the Community Heartbeat Trust.

12.3 The payments were PROPOSED by Cllr Wright and SECONDED by Cllr Smith and AGREED by all.

12.4 The conclusion of audit was circulated to Cllrs prior to the meeting and was noted and APPROVED by all. There were no comments from the auditor and no further action required.

12.5 A discussion took place regarding the Car Park Permit Charges for 23/24 for Letheringsett Car Park. Cllr Wright PROPOSED a 5% increase this was SECONDED by Cllr Roper and AGREED by a majority vote. Clerk to issue the invoices for next year. GH

13. Correspondence

13.1 Orchard Park - a thank you has been received from two residents regarding the installation of memorial benches in the park.

13.2 Little Hills – some minor anti-social behaviour has been recorded at Little Hills and a local resident asked for the bench to be removed. Cllrs discussed the request and AGREED the bench should remain in situ.

13.3 Cllr Prior raised the naming of Slator Drive which had been previously discussed in 2019. Clerk to circulate notes on why the renaming didn't go ahead. GH

14. Road Name Request

14.1 The road names which have been put forward by the developer for the Beresford Road site were discussed. Cllr Prior PROPOSED the set of first

choices, namely Orchid Row, Dragonfly Way and Pinewood Chase, these were SECONDED Cllr Simon Williams and AGREED by all.

15. Holt Youth Council and George V Playing Field

15.1 Cllr Roper gave an update on the recent Holt Youth Council visit. The request for an accessible roundabout at George V was discussed.

15.2 A quote by Playdale for the roundabout and other possible improvements was circulated prior to the meeting. It was AGREED that the Clerk obtain a revised quote for just the roundabout and surfacing. If possible, the price needs to be bought in line with the S106 funding available. Clerk to add to next month's agenda for a decision. GH

16. Love Holt BID Proposal

16.1 Clerk to arrange a separate meeting for more information and discussion on the BID proposal. GH

17. New Post Box Location

17.1 The Clerk obtained council support to go ahead and investigate the installation of a new post box in the centre of town. GH

18. Holt Playing Fields

18.1 Item deferred to the next meeting. Clerk to forward the accounts and constitution to all Cllrs. GH

19. To consider a resolution (Under the Public Bodies Admission to Meetings Act 1960) to exclude members of the public to discuss a confidential personnel matter.

19.1 The above resolution was AGREED by all. It was AGREED to sit longer than the 2 hours (as stated in the Standing Orders).

19.2 The Personnel Committee Report was circulated prior to the meeting and was PROPOSED by Cllr Williams and SECONDED By Cllr Moore and AGREED by all. Clerk to advertise new post of Town Ranger in the coming weeks.

19.3 The role of Project Officer for the Holt Vision was deferred to the next meeting.

20. Agree items for the next Agenda.

20.1 Budget, Project Officer, post box, Holt Playing Fields, Bank Hub, New lights on Letheringsett Hill and Thornage Road, Kings Road, Cemetery Extension.

21. Agree date and time of next meeting.

21.1 Town Council Meeting Monday 9th October 2023 at 7pm at Holt Playing Fields.

The Meeting ended at 21.12

Appendix A

Despite being a 'holiday' month for some, August has been a busy month of meetings.

Gemma and I met with Lovells to discuss signage for the first section of the Green Wheel and we also had a positive discussion about green issues/best practice for the new site. Lovells confirmed they were looking at

- nest boxes every property
- adopting hedgehog holes in fences
- using fruiting varieties in the public realm area to form an orchard
- considering areas of wildness as opposed to all short mown grass
- adding a gift of a green nature to all new home owners (using a local business) welcome pack.

Their showhouse and marketing suite will also be focussing on showcasing their green credentials. HTC and GH see this as a positive step towards encouraging other house builders in the area to consider and follow suit.

I requested and attended an informal industrial land/business opportunities chat so that I could understand the position of the council, past present and future. It is up to that subcommittee to meet and push certain items forward.

I attended the Blakeney open meeting regarding surgery closure. Predictably packed community centre, mostly against. We heard from their parish council and Holt Medical Practice. All part of the transparent public consultation.

I also attended, along with Maggie, a Community Centre brainstorming meet following a restructuring of the committee. Lots of good ideas going forward and a chance to ask questions in a positive environment. Maggie raised the issue of providing activities and support for our young residents.

I had a Personnel meet where a working plan going forward was discussed. This is included in Monday's agenda.

I am in contact with Louisa, NCC tree project officer, there will be another tranch of tree packs available this autumn. I have once again requested help in locating any land areas we may consider that are NCC NNDC owned.

Eric has suggested tree planting on the Nightjar bypass roundabout. I think an adoption would be lovely.

Sarah

Appendix B

Norfolk street lighting going green as final round of LEDs are installed

The final round of LED upgrades to Norfolk County Council's Street Lighting is underway, cutting CO2 emissions by over 200 tonnes a year.

The work, which will replace traditional High Intensity Discharge (HID) lighting with the latest generation of LED lanterns, will take place over the next 24 months, and involve replacing 16,800 HID lights with LEDs. When complete, 100% of Norfolk County Council's streetlighting will use low energy LEDs.

The move to LED lighting shows how technology can help us reduce our carbon emissions while maintaining services and public amenities: with the entirety of our streetlighting soon to be using LED lanterns, we're keeping Norfolk's streets lit while avoiding hundreds of tonnes of carbon dioxide being pumped into the atmosphere each year.

And the benefits don't stop there: the new lanterns can be controlled centrally by a Central Management System that will allow us to adapt streetlighting to changing traffic patterns without needing to send crews out to replace lanterns again, saving us time, money and – yes – the carbon emissions of those teams travelling across the county.

The work, which is funded by a capital commitment of £7.5m agreed by the Council's Cabinet meeting in November 2022, is being carried out by Amey Ltd on behalf of Norfolk County Council.

This final phase of the move to low energy LEDs will save an estimated 1,099,032 kWh of energy per year, equating to approximately £380,000 p.a. at the current electricity prices. This represents an estimated carbon saving of 227 tonnes of carbon dioxide emissions each year as a result of the final stage of switching from HID to LED streetlighting.

Since the first LED streetlights were installed in 2008, an estimate 71 million kWh have been saved, representing a reduction of over 22,200 tonnes in carbon dioxide emissions – equivalent to 6.7 million litres of diesel use.

New fares make it even cheaper to park & ride

Fares on all Norwich park & ride services will be even cheaper from this September, making it easier and more affordable to travel car-free into the city centre by bus.

The new fares will be introduced, thanks to money that Norfolk County Council has secured from the Department for Transport (DfT) to help improve bus services across the county.

From Monday 4 September, passengers will be able to travel for one price at any time of day.

The new fares have been designed to provide more flexible fare options for those choosing to travel independently, as a couple, as a family or with friends.

- Adults - £3
- Concessions £2
- 17-19 year olds - £2
- Child (5-16) - £1.50
- Extra passengers will cost just £1 when travelling with a full paying passenger.
- Under 5s still travel for free

The new fares coincide with the re-opening of Postwick park & ride, which further enhances the service, providing five out of town sites for those wishing to visit Norwich, from all major routes into the city

The park & ride is a vital service for Norwich and with the re-opening of Postwick it's important that we get passenger numbers back up across all our sites. These new prices make the park & ride a really affordable option for a trip into the city and is great for people wanting to avoid parking in the city centre. With buses running every 20 minutes throughout the day it's also a great flexible option for those wanting to get to work in a cheaper and greener way."

This is the first fares promotion to be announced as part of the County Council's Bus Service improvement Plan (BSIP).

Approximately £5.3 million of the BSIP funding has been allocated to fares promotions to make bus travel more affordable in Norfolk over the next three years.

Appendix C - Greening Holt Report

We are still working on the water capture on commercial buildings project, two should be installed, liaising with Chestnut Inns.

Make Holt has replanted at Shirehall Plain, hoping other sections of town like what they see and want to follow suit.

Hoping to roll out further waterbutts at locations where planters need them.

Trish has been engaging with ATS tyres, under new management, writing out an action plan, planting, outside area for customers, greening of that section of the industrial estate. This would be the first section to be treated in this way, hoping others will follow suit. ATS has a small budget, waiting for the manager to come back to Trish after which she may be in touch with the grants/funding committee to ask for help.

Working on a product range to generate income.

Trish attending Eco Church meetings.

Sarah in email correspondence with Eric regarding tree allocation, as always, it's location rather than enthusiasm.

Bees continue to produce in the churchyard, we are still down to one hive, many nation-wide met their demise in March/early spring, the scarce availability of a new nuclei curtailed reestablishing.

