

Holt Town Council

The minutes of the Holt Town Council Meeting, held at 7pm on Monday 11th March 2024 at the Meeting Room of The Holt Playing Fields Association, Woodfield Road, Holt.

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

2 Members of the public were present.

1.Welcome

1.1 Cllr Wright welcomed everyone to the meeting.

2.Apologies for absence.

2.1 Cllr Tribe (family commitment) and Cllr Batey (illness) gave their apologies.

2.2 Apologies were accepted.

2.3 Apologies were noted from County Cllr Eric Vardy and District Cllr Martin Batey.

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 Moore stated an interest in Item 10; Holt Playing Fields.

3.2 Cllr Roper stated an interest in the Owl Skate Park.

4. Police Matters.

4.1 PC Graham Gower-Smith submitted his report to the Clerk in advance of the meeting. It was noted that Holt did have some visiting youths causing ASB offences, they are no longer in Norfolk. ASB in Holt is a priority for the next 3 months as set by the SNAP panel at last months meeting as some other low level ASB has been reported in the town centre.

5. Announcements by Mayor.

5.1 Circulated to Cllrs prior to the meeting and available at Appendix A.

6.Agree the Minutes the Town Council Meeting dated Monday 12th February 2024.

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

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

- Cemetery Extension – The Clerk gave an update, the land adjacent to the cemetery is being sold to a developer who will be in touch with the Town Council in due course.
- Heath Farm Roundabout – no update from the last meeting.
- Employment Land – A meeting has been held with NNDC and minutes circulated to Cllrs.
- Post Box – Royal Mail have agreed to install a post box on Star Plain. Post will be collected in the morning and evenings only.
- Old Carpet Shop – Cllrs are keen for the work to start as the site has been a mess with work ongoing for best part of 7 years. Clerk to ask for an update from the landowner and add to next months Agenda. GH
- Toilets Albert Street Car Park – Clerk to chase NNDC for a start date. GH
- Anglian Water - Clerk to chase Anglian Water for answers to last month's questions. Clerk to add to the next agenda. GH

PUBLIC QUESTION TIME

Limited to 15 Mins (3 Minutes per person)

- A member of the public raised concerns regarding the ASB on the site adjacent to the allotments. Video footage has captured multiple visits to the hut on the land adjacent to the allotments. Clerk to work with the Police to establish land ownership and to agree next steps. GH

8. Reports; Circulated in advance of the meeting.

- **Norfolk County Council** – Circulated prior to the meeting and can be seen at Appendix B.
- **North Norfolk District Council** – Circulated prior to the meeting and can be seen at Appendix C.
- **Love Holt – No report.**
- **Greening Holt** – Circulated prior to the meeting and can be seen at Appendix D.
- **Skate Park Committee** – Circulated prior to the meeting and can be seen at Appendix E.

9. Heath Farm Allotments

9.1 There has been no further update from Lovells on the allotment transfer. Clerk to chase. GH

9.2 A ballot was held for allocating tenants to the new allotments at Heath Farm. Clerk to write to inform both successful and unsuccessful applicants. It was noted from the Chairman of the private allotments in town that they were happy to receive applications for their waiting list, they may have some availability going forward. Clerk to share information with unsuccessful tenants GH

10. Playing Fields

10.1 A discussion took place on the proposed Playing Fields transfer. Cllrs raised concerns regarding the continued involvement of Fields in Trust (FIT) and associated costs of having them involved. It was noted that the FIT involvement replicated the rules set out by the Charity Commission and seemingly provided no additional protection.

10.2 It was noted that the Deed of Dedication required Holt Town Council to liaise with FIT for permission should they wish to erect a new structure on the site, sell the site or change the use of the site. Day to day management of the site and finances would have nothing to do with FIT.

10.3 A recorded vote took place, 5 Cllrs voted in favour of transferring the Playing Fields over to Holt Town Council and becoming the new trustees, 2 Cllrs voted against, and 2 Cllrs (Cllr Williams and Cllr Moore) abstained from the vote. The motion was carried as such the Clerk will arrange the Signing of the Deed of Dedication and the Transfer Deed. GH

11. Hornsea Grant Funding

11.1 A discussion took place regarding possible grants which would be suitable for the Hornsea Community Grant Fund. Cllr Moore PROPOSED that the first bid is for replacement street lighting to LED bulbs, this was SECONDED by Cllr Williams and AGREED By all. It was noted that a grant towards the running of the Tourist Information could be made for the next round of funding. Clerk to submit streetlighting bid ahead of the May deadline. GH

11.2 It was AGREED that a representative from Hornsea should be invited to attend a future meeting. Clerk to share meeting dates. GH

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Signed

12. Planning (Report circulated prior to the meeting)

12.1 The planning report was circulated prior to the meeting. Three applications listed on the report required further discussion.

12.2 Holt Hall – Cllrs support the proposal; however, highway concerns were raised with regards Kelling Road. It was suggested double yellow lines would be needed. Cllrs also requested a mini roundabout at the junction would go a long way to solve problems of speeding on Cromer Road, aswell as making the junction much safer to access. Pinch points were also discussed, and Cllrs requested these were removed from the proposed plans as they felt they were not needed. The above comments and highway improvements were AGREED by all. Clerk to respond. GH

12.2 Peacock Lane – A discussion took place on the proposals. A Construction Management Plan has been suggested to tackle any parking issues on Peacock Lane, and issues with timing of the development to minimise disruption for residents. Cllr Smith raised concerns about the width of Peacock Lane.

12.3 It was suggested that the unmade piece of road at the bottom may be looked at by the developers in partnership with Norfolk Homes (if appropriate) for some improvement. Cllr Prior PROPOSED to support the proposal with the construction management plan, a vote took place, with 8 in favour and 1 against, the motion was carried. Clerk to respond. GH

12.3 Advertising at Heath Farm, Cllrs discussed the application and the need to advertise the employment land. Cllr Moore PROPOSED to support the prime development signs but object to the Park View development signs. This was SECONDED by Cllr Williams and AGREED by all. Clerk to respond. GH

13. Finance (circulated prior to the meeting)

13.1 The payments, receipts, and bank reconciliation for February was circulated prior to the meeting. They were PROPOSED by Cllr Prior and SECONDED by Cllr Jones and AGREED by all. Clerk to arrange for the outstanding payments to be made. GH

13.2 The quote for the gym equipment servicing has been deferred to the next meeting, to allow for discussions to take place with a local contractor.

13.3 The ROSPA training quote has been deferred to the next meeting.

14. Correspondence

14.1 Antisocial behaviour on the bench outside Butcher Andrews was reported to Cllrs. The behaviour is very concerning. The bench is a memorial bench for Bernard Hastings late wife, it was noted lots of people use the bench during the day. Cllrs AGREED not to move the bench but to monitor the situation with support from the Police.

14.2 A request for a picnic bench at George V has been made. Cllrs stated that a recycled plastic bench would be better in this location, as such further quotes will be needed. The item has been deferred to the next meeting.

15. Church Street Toilet

15.1 The Church Street Toilets are due to be open for the Easter Holidays. Flooring is still to be laid and pans to be installed.

15.2 It was AGREED for the Clerk to look into installing a security camera at the toilets. Clerk to obtain quotes and add to next months agenda. GH

16. Council Priorities

16.1 HTC Council Priorities for 2024/25 were discussed. Clerk to send council priorities out to Cllrs for discussion at the next meeting. GH

17. Town Annual Meeting

17.1 The Annual Town Meeting was discussed, and it was AGREED to hold a separate event to the May HTC meeting at St Andrew's Meeting Room. The format followed will be similar to last year with a speaker and annual report. Clerk to arrange. GH

18. Review HTC Policies

18.1 The revised HTC Co-option Policy (circulated prior to the meeting) was PROPOSED by Cllr Prior and SECONDED by Cllr Williams and AGREED by all. Clerk to put an updated copy on the HTC website. GH

18.2 The amended HTC Standing Orders (circulated prior to the meeting). Were PROPOSED by Cllr Smith and SECONDED by Cllr Prior and AGREED by all. Clerk to put a copy on the HTC website. GH

19. Agree items for the next Agenda.

19.1 Co-option, Gym park servicing and ROSPA quote , Heath Farm allotments, Old Carpet shop, Toilets at Albert Street Car Park, Anglian Water, Council Priorities.

20. Agree date and time of next meeting.

20.1 Town Council Meeting Monday 8th April 2024 at 7pm at Holt Playing Fields.

Meeting closed 20.50

Appendix A

Announcements by Mayor

Hello everyone, February was a productive month with lots of varied town activities to report on.

On Friday 2nd Feb the subcommittee for the new town allotments met to discuss tenancy agreements and how we will allocate the plots.

Monday 5th I accompanied Gemma on behalf of the council and alongside Iain and Nigel from the chamber of trade met cabinet members at NNDC regarding the town considering becoming a BID (business improvement district) and how we may go about funding a position to allow the Holt Vision to move forward. A very helpful meeting where everyone was supportive of our two initiatives. I requested that Martin, who successfully led Norwich's BID bid, is supporting ours, and was also at the meeting, should come along and present to councillors what a BID is and how it may help Holt. This will be arranged once they get to deciding if they are going to continue their bid. The BID is a chamber project whereas the Vision is a town council one.

On Monday 12th Gemma and I joined residents, highways, Duncan et al on the roundabout to discuss the latest crash and what measures to put in place. Our discussion and subsequent action by highways is up on our website for all to see.

We then had a very full but positive council meeting that evening.

On Tuesday 13th I managed to jump on the zoom meet with NHS Norfolk etc discussing the future of Blakeney Surgery. Short answer is the board decided to delay the decision till April whilst they collect further local data/answers.

Friday 23rd I accompanied my young friend to her usual art class. I was asked to be the sitter, and to wear the mayoral chain. We were focussing on juxtapositions so I went along in a smart top but also jeans and green sneakers. See attached :) I asked the girls attending if they had any questions for the mayor. One asked had I always wanted to be a mayor. I said no, imagine what any of you may end up doing! Overall consensus regarding improvements in the town was that they wanted us to try to make Starlings the toy shop bigger!

Appendix B

NCC Report

Norfolk families set to gain more support thanks to a new volunteer service

Families in Norfolk will benefit from a new practical service launched by Norfolk County Council and Home-Start Norfolk.

The County Council has awarded a one-year contract, starting in April 2024, to deliver a new volunteer peer support service to Home-Start Norfolk, as part of its innovative family hub programme.

The service will be accessible for families in Norfolk who are expecting a baby, or

have a child up to the age of two-years-old, who require practical support to make sure they have the tools and resources they need to give their children. NCC are delighted to join forces with Home-Start Norfolk. Their proven track record in making a tangible difference in the lives of families across Norfolk aligns perfectly with our vision for the family hubs programme.

“Together, we will work tirelessly to ensure that every family in Norfolk has access to the support they need when they need it. This strategic partnership aims to bolster the council's efforts in providing comprehensive support to families across Norfolk, ensuring every child gets the best start in life.”

Home-Start has provided emotional and practical support to Norfolk families over the last thirty-five years through a volunteer peer support model. Our volunteer team was recognised late last year with the Kings Award for Voluntary Service, so it has been a very exciting few months for the charity.

We look forward to working with the Start for Life team to broaden our offer to families with children aged 0 to 2, as we know these 1001 critical days are so crucial to children's early development and emotional wellbeing.”

Many families need a little extra support during pregnancy and in the early years of their child's development, including practical support such as with understanding which crib or cot to purchase within their budget. Peer support volunteers can help families feel less isolated and to develop networks in their local communities. Many families have shared that they value the support from family, friends, and others with similar lived experiences, often above, and in addition, to support from professionals.

In recognition of the needs of families, Home-Start Norfolk will recruit, train and support volunteers to connect and build relationships with individual families in the comfort of their own homes or local community venues. The service will also include community-based groups and activities, supporting individuals to access wider social activities within their local area and accessing guided self-help resources.

The support will empower parents to have capacity and confidence to ensure their child's needs are met, including help to discover and navigate their local community, access professional support and support identified needs.

This peer support offer is being delivered as part of Norfolk's Start for Life and Family Hub approach, which is funded through the national Government Family Hubs and Start for Life Programme.

The Start for Life and Family Hubs approach supports Norfolk's vision for every child and young person to flourish by strengthening the prevention and early help offer for families with children up to age of 19, or 25 if they have special educational needs and disabilities.

Council agrees £528m budget

Councillors have backed a budget that “delivers for Norfolk”, in the face of major challenges facing local government.

Deputy council leader Councillor Andrew Jamieson, cabinet member for finance, told today's full council meeting that the budget would deliver for Norfolk. This is despite major cost and demand pressures facing all councils. The County Council has had to deal with a £30m overspend in adult social services and children's services this year.

He said: “Our priorities are stable and sustainable finances, well delivered public services, economic growth and protecting and enhancing Norfolk's heritage and environment.”

Cllr Jamieson said it was a budget for the future, with an additional £60m for adult social services and £35m extra for children's services, and savings from transforming how the council operates.

He said that the extremely difficult local government finance situation meant the council needed to make sustainable savings. Cllr Jamieson pledged to continue to lobby the next Government for multi-year settlements, fair funding and reform of adult social care funding.

County Council leader, Councillor Kay Mason Billig, said the council would continue to be ambitious for Norfolk and had achieved many successes – against a tough economic backdrop.

She said: “We know that our residents will be concerned about the decisions we make and how that may affect them. This year's budget has been one of the toughest to determine but we have a statutory duty to provide a balanced position, and that is what we are presenting to you.”

The key headlines from the budget agreed today are:

- £122m of investment to meet demand and cost pressures next year – including £34.6m for inflation, £38m for legislative requirements, £39.7m for demand and demographic issues and £9.6m for policy decisions.
- £41.5m of new savings, including £9.6m from transforming how the council operates.
- A proposed 4.99% increase in the County Council's share of Council Tax, in line with the Government's capping level (2.99% for general Council Tax and 2% for adult social care). This would increase the Council's share of band D bills to £1,672.11. A 4.99% rise would generate £24.9m.
- A small number of the budget proposals have been identified as requiring consultation, as they may relate to a policy or service change. Cabinet will take decisions on these proposals in the summer, after considering the consultation results.

Appendix C

NNDC Report

Feb March 2024 NNDC Report.

Not A great deal to report this month as most of NNDC time has been taken up by the local plan consultations.

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We currently have a major problem with homelessness which is impacting severely on NNDC finances which will result in there having to be cuts to existing services in the future if government doesn't step up and provide better funding methods. The average cost per family is £700 a week of which only £98 is covered by the government.

I have a meeting on Wednesday evening at NNDC regarding the changes to Bin collections which will start on the 8th April I will obviously report back once I know more.

On the 21st of February we set the council budget for this years and kept it down to 3% which for a average council tax payer is less than £5 and to be honest many difficult decisions had to be made to achieve this and I am certain many more less than savoury ones will have to be made in the future by whatever administration is in charge.

Last year, the Council held two very successful triathlon events at the Victory Swim and Fitness Centre and The Reef Leisure Centre in partnership with Everyone Active.

The Reef and Victory will once again hold a super sprint triathlons in 2024. Last year's event had people participating from seven different counties with a range of ages from 17 to 77 years old.

The Victory Super Sprint Triathlon will be taking place on June 30, 2024, followed by The Reef on October 6, 2024 there are more details on the NNDC web site for anyone interested.

North Norfolk District Council and the North Norfolk Health and Wellbeing Partnership are running a photography competition centred around age positivity.

The Age Positive Imagery Photography Competition is a public photography competition where anyone can submit an age-positive image, such as activities, pastimes, hobbies, or community events.

North Norfolk has the highest proportion of older residents in the UK, with 33.8% of residents over 65 years old.

The 2021 Census identified that 61.5% of people over 65 are in good health.

This photography competition is all about showcasing older residents enjoying an active life or making a valuable contribution to their communities.

The competition also aims to celebrate the value of older residents in the district ahead of Ageism Action Day, which has a theme of see and be seen this year. It

will also encourage residents to look around and see the positive contributions made by, and value of, our older residents.

The competition is open to everyone from Friday, 1 March 2024 and closes on Monday, 18 March 2024. There is a prize for the top three entries:

- 1st place £75
- 2nd place £50
- 3rd place £25

More detail on the NNDC web site.

As many of you are aware I have spent hours and hours of my personal time trying to get a cheap supermarket in the town over several years. as some of you are now no doubt aware of what's recently gone on you might guess I am personally far from happy with the situation. I am currently talking to other landowners in the hope the supermarkets don't abandon us now .

UPP (Virgin Media) Broadband.

Hopefully should be going live soon .

Appendix D

Greening Holt Report

Another well attended informative free talk given by Greening Holt and Eco Church, about apple trees and Hunworth Common. Looking at running the free events winter 2024/25 and probably extending them to more than three.

Don't miss the last one in this series - March 21st from 1830 Gemma and Holt's proposed Green Wheel and Sarah and Greening Holt, a double bill!

I have had a youthful volunteer wanting to see if there is a role for them, awaiting a date to meet and have a coffee and a chat.

Will you take part in The Big Plastic Count 11th - 16th March

<https://thebigplasticcount.com/>

Look out for the Jubilee Magnolia, budding up ready for its big reveal this spring :)

Sarah and Trish

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Appendix E

Owl Skate Park

HPFA: HOS has now been affiliated with the Holt Playing Field Association committee. Darren and myself are HOS representatives and I also remain as HTC representative.

TRUSTEES: We have two Trustees and it's looking very hopeful that a third Trustee will be on-board with us in the near future. The person who is interested in joining us has a great deal of experience both in local and large fundraising drives and has been both Chairman and Trustee of several committees.

PATRON: Duncan Baker has offered to be a Patron of HOS and will support us on our journey to build a Skatepark, attending meetings and offering advice when he can.

CONSTITUTION & POLICIES: Tim Adams kindly sent the Cromer Skatepark constitution as a guideline and although it still needs a bit of tweaking it has been a great help to HOS, he also sent Cromer's Policies that relate to the Skatepark and that has saved us an enormous amount of work and research. Our thanks to Maggie, who did a lot of work on the Constitution.

FUNDRAISING: Our next local event is an Easter trail around the town for children during the Easter School Holidays. A winner will be drawn from the correct entries at random and will receive a Starlings voucher. Entry forms cost £1 and will be available at various business outlets in Holt. By holding these local events we hope to raise awareness of HOS and its ultimate goal of building a Skatepark.

BANK ACCOUNT: We have now applied for a Treasurers Bank account as a community group and, fingers crossed, we hope that by the end of March or early in April we will have been accepted. (Oh for the days when you could go into a bank branch and open an account for £1 without endless hours tapping on the laptop!)

Sandy

Appendix F

Bank Reconciliation

Holt Town Council

4 March 2024 (2023-2024)

Prepared by:

Approved by: Date:

Date:

Name and Role (Clerk/RFO etc)

Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 04/03/2024

Cash in Hand 01/04/2023 195,662.55

ADD

Receipts 01/04/2023 - 04/03/2024 218,993.58

414,656.13

SUBTRACT

Payments 01/04/2023 - 04/03/2024 306,102.16

A Cash in Hand 04/03/2024 108,553.97

(per Cash Book)

Cash in hand per Bank Statements

Petty Cash 04/03/2024 0.00

Barclays Community Account 04/03/2024 63,552.20

Barclays Business Tracker Account 04/03/2024 34,595.19

Barclays Business Saver Account 04/03/2024 13,520.00

111,667.39

B

Less unrepresented payments

Plus unrepresented receipts

Adjusted Bank Balance 108,553.97

212.55

108,341.42

3,325.97

A = B Checks out OK

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