

Minutes of the Holt Town Council Meeting on
Monday 11th November 2024 at 7pm
at the Holt Playing Fields, Kelling Road

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

4 members of the public present

1. Welcome

1.1 Cllr Tribe welcomed everyone to the meeting.

2. Apologies for absence

2.1 Apologies were received by Cllr Martin Batey (due to illness), apologies were accepted.

2.2 Apologies were also received from County Cllr Eric Vardy.

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 Sandy Roper stated she is a member of the Holt Skate Park Committee.

4. Police Matters.

4.1 The Clerk provided a report on behalf of PC Graham Gower-Smith. There is an ongoing investigation regarding a number of criminal offences related to a property on the Kings Meadow Estate.

5. Announcements by Mayor

5.1 The Mayors Report was circulated to Cllrs ahead of the meeting and can be seen at Appendix A.

6. Agree the Minutes of the Town Council Meeting dated Monday 14th October 2024.

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

7. Guest Speaker – Colin Rawlings – Holt Tartan

7.1 Mr Rawlings presented the Holt Tartan to Cllrs. The newly designed tartan has greens which represent the forest and woodlands of Holt, a beige/buff colour to represent the chalk soil and red to represent the Great Fire of Holt. Cllrs all supported the project and AGREED to register the tartan with the National Records in Scotland. Clerk to liaise with Mr Rawlings on the registration. GH

7.2 It was AGREED that HTC will work alongside Mr Rawlings to promote the Tartan.

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

- Heath Farm Allotments – the transfer is now in the final stages of being signed off.
- Albert Street Toilets – Work now progressing, Clerk to liaise with NNDC regarding Christmas opening.
- Post Box – Cllr Tribe to go back and ask for a site meeting. ST/GH
- Cleaning of the War Memorial – Looks great.
- Holt Youth Council – Clerk to contact the Youth Council with date for the next meeting. GH
- Remembrance Day – The Mayor extended her thanks to the RBL, St. Andrew's Church and Methodist Church for another successful Remembrance Day Service.
- Jubilee Slates – Clerk to arrange a meeting with the Holt Society to discuss the outstanding money they owe HTC for the Jubilee Slates. GH
- Cllr Prior gave an update on the new school site on the land off Beresford Road. It was noted that the delay for the new school on the Beresford Road site has increased significantly.
- Underpass – Clerk to contact NCC for confirmation on next steps for painting the underpass.
- Haeth Farm Roundabout – it was noted the wooden posts adjacent to the roundabout have still not been installed. Clerk to chase Lovells. GH

- Carpet Shop – Clerk to write to the landowner to request that the pavement in front of the old carpet shop is reinstated. It was noted the pavement has been out of use for 10 years. Clerk to speak to Highways to seek clarification on next steps. GH

PUBLIC QUESTION TIME

Limited to 15 Mins (3 Minutes per person)

- Victory/Flagship – Members of the public attended the meeting from the Kings Meadow Estate to raise their frustrations about Victory/Flagship Housing. It was AGREED that the Clerk will make contact and request the Victory eviction policy. GH
- It was confirmed the tree outside Star Plain should be lit up as part of the Christmas lights display on Friday. A member of the public extended their thanks for printing some of the Holt Festive competition sheets.

All members of the public left the meeting.

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

- Norfolk County Council – Report circulated prior to the meeting.
- North Norfolk District Council – No report.
- Love Holt – A new Visit Holt website is being proposed to take over from the Love Holt website. A website dedicated to promoting Holt was welcomed by Cllrs.
- Greening Holt – The swift nest tower is due to go up shortly.
- Skate Park Committee – Band night was a big success; the Committee now have around £3000 in the bank.

10. Budget

10.1 The Finance Committee met earlier in the month to discuss setting the Budget for 25/26. The draft budget was circulated prior to the meeting and hard copies were available in the meeting. The budget was presented to full council, it was noted that there would have to be a small increase to allow for an increase in costs, but it was also recognised that any increase should be minimal. It was PROPOSED by Cllr Wright to request a precept of £188,870, which equates to £96.73 per Band D property,

an increase of £7.32 which is 62p per month, this was SECONDED by Cllr Jones and AGREED by all. Clerk to update NNDC. GH

11. Printing

11.1 Cllrs discussed the practice for external printing requests and AGREED generally that HTC will not be able to accommodate printing requests going forward. This is due to printing costs and the Clerk's time in printing documents.

12. Planning (Report circulated prior to the meeting)

12.1 The planning report was circulated prior to the meeting and also available on the website. It was PROPOSED by Cllr Prior and SECONDED by Cllr Wright, and AGREED by all, except on the Garden House application, RV/24/2248, whereby there was one objection, and the motion was passed on a majority vote. Clerk to report comments to NNDC. GH

13. Finance (circulated prior to the meeting)

13.1 The payments, receipts, and bank reconciliation for October was circulated prior to the meeting. The bank reconciliation can be seen at Appendix B. The finance was PROPOSED by Cllr Wright and SECONDED by Cllr Roper and AGREED by all. Clerk to pay the outstanding payments owed. GH

13.2 The quote for support from NPTS was circulated and it was AGREED to switch membership in April 2025. Clerk to inform NPTS. GH

14. Correspondence

14.1 None.

15. Holt Lights

15.1 It was noted that the current Festive Holt Committee would not be continuing, and Love Holt is due to end next month, as it currently stands there is no-one to take forward the management of the Christmas Lights and Trees in 25/26. HTC have provided £1000 in the 25/26 budget in the hope a committee will come forward to manage the event.

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

16.1 It was AGREED to close the meeting to members of the public.

16.2 The future development in Holt was discussed. There was reference to the proposed NNDC Local Plan and it was AGREED for the Clerk to arrange a meeting with NNDC to push for further employment sites to be included.

17. Agree items for the next Agenda.

17.1 Local Plan and Matters Arising above.

18. Agree date and time of next meeting.

18.1 Town Council Meeting on Monday 9th December, 7pm at Holt Playing Fields, Kelling Road.

Meeting finished 9.02pm

Appendix A

Mayors Report

A relatively quiet month for Mayoral duties, Sandy Gemma and I met to discuss how to support and give structure to the Youth Council going forward. We are looking to suggest a meeting with them shortly where we can help them identify 3 key areas they would like to focus on in the town, regular meetings which includes guest visitors and activities and generally provide some stability and guidance without interfering in their own plans for the council.

A busy November so far representing the Council, but that will be for Dec/Nov report.

Appendix B

Holt Town Council

8 November 2024 (2024-2025)

Prepared by:

Approved by: Date:

Date:

Name and Role (Clerk/RFO etc)

Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 31/10/2024

Cash in Hand 01/04/2024 90,814.37

ADD

Receipts 01/04/2024 - 31/10/2024 232,117.62

322,931.99

SUBTRACT

Payments 01/04/2024 - 31/10/2024 147,117.47

A Cash in Hand 31/10/2024 175,814.52

(per Cash Book)

Cash in hand per Bank Statements

Petty Cash 07/09/2024 0.00

Barclays Business Saver Account 07/09/2024 13,719.87

Barclays Business Tracker Account 07/09/2024 28,271.70

Barclays Community Account 31/10/2024 137,436.75

179,428.32

B

Less unrepresented payments

Plus unrepresented receipts

Adjusted Bank Balance 175,814.52

175,814.52

3,613.80

A = B Checks out OK