

Minutes of the Holt Town Council Meeting on
Monday 9th December 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 Sandy Roper, Cllr Chris Bishop, Cllr Maggie Prior, Cllr Tony Pointer, Cllr Simon Williams, Cllr Martin Batey and Town Clerk Gemma Harrison.

1 member of the public.

County Cllr Eric Vardy was present.

1. Welcome

1.1 Cllr Tribe welcomed everyone to the meeting.

2. Apologies for absence.

2.1 Cllr Payne, Cllr Smith, Cllr Barham all sent their apologies.

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 declared an interest on item number 9 (Planning) and Cllr Roper stated she is a member of the Holt Owl Skate Park Committee.

4. Police Matters.

4.1 The Clerk read aloud the Police Report. It was noted that a partial closure order has been given to a flat on Eccles Way due to anti-social behaviour and drug dealing.

5. Announcements by Mayor.

5.1 Full report at Appendix A.

6. Agree the Minutes of:

- The minutes of the Town Council Meeting dated Monday 11th November 2024 were circulated prior to the meeting. They were PROPOSED as accurate and correct by Cllr Wright and SECONDED by Cllr Moore and AGREED by all.

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

- Heath Farm Allotments – There is a delay on the transfer as the allotment plots were found by NNDC to not have been built correctly. Lovells need to make the plots larger in order to comply with the planning permission granted.
- Albert Street Toilets – It was noted that Serco will be opening and closing the Church Street Toilets over the Christmas break.
- Post Box – Cllr Moore to go back to the Royal Mail to see if he can make any process with the proposed location of the new post box in town. **RM**
- Heath Farm Roundabout – A speed limit review is required; Cllr Vardy has stated that he is willing to contribute £1500 from his NCC budget towards the review. Clerk to go back to Highways and ask that it is looked at again. **GH**
- Old Carpet Shop – Clerk to go back to the landowner to request an update on works. **GH**
- Painting the Underpasses – Clerk to request the schedule from NCC Highways for painting the underpass. **GH**

PUBLIC QUESTION TIME

Limited to 15 Mins (3 Minutes per person)

None.

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

- **Norfolk County Council** – Cllr Vardy gave an update on the proposed Devoloution proposals. Cllr Pointer and Cllr Vardy attended a meeting to look at the Norwich Road and Hanworth Rd junction after health and safety concerns have been raised. A series of changes have been suggested, including erecting yellow back signs, highlighting cheverons and replacing the HTC streetlight with a LED lamp. Cllr Vardy offered £500 towards the upgrade of the streetlight. The replacement light was PROPOSED by Cllr Prior and

SECONDED by Cllr Pointer and AGREED by all. Clerk to invoice Cllr Vardy for the cost of the light. GH

- **North Norfolk District Council** – It was noted a number of budget challenges lie ahead.
- **Love Holt** – Clerk reported that Love Holt will end at the end of December. Accounts will go to audit in January 2025. Cllrs AGREED to hold onto any money left over from Love Holt, in the same way as they have with festive Holt. The money will be kept until such time a new Lights Committee is formed. This was PROPOSED by Cllr Wright and SECONDED by Cllr Moore, the motion was carried on a majority vote with nine in favour and one Cllr objecting. Clerk to inform Love Holt. GH
- **Greening Holt** - No report.
- **Skate Park Committee** – Report circulated prior to the meeting.

9. Planning (Report circulated prior to the meeting)

9.1 The planning report (for applications received since the last meeting) was circulated. With regards PF/24/1521 4 Edinburgh Road, Cllrs have no comments to make. The planning report (including the above comments was PROPOSED by Cllr Prior and SECONDED by Cllr Roper and AGREED by all.

9.2 The response (as circulated prior to the meeting), whereby HTC are objecting to the Local Plan Consultation was AGREED by all. Clerk to submit the response. GH

10. Finance (circulated prior to the meeting)

10.1 The payments for November (£19757.33), receipts for November (£996.17), and Bank Reconciliation (Appendix B) for November were circulated prior to the meeting. The finance was PROPOSED by Cllr Wright and SECONDED by Cllr Batey and AGREED by all. Clerk to make the payments. GH

10.2 The quotes for the windows and doors at the cemetery were circulated prior to the meeting. Cllrs were keen to get further quotes for a composite material. Cllr Wright PROPOSED a £4000 budget towards the window and door replacement this was SECONDED by Cllr Bishop and AGREED by all. Clerk to get further quotes and agree

the material for the replacement of the doors and windows with Cllrs (up to £4000) via email. GH

11. Correspondence

11.1 The Clerk reported that Paul Sanders, the Chairman of the HPFA had asked for clarification from Cllrs on the new constitution regarding the number of the votes allowed by members. It was AGREED that there should only be one vote per person and that 2 people per club could be represented on the Committee along with the Towns representatives.

12. 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.

- See Appendix C (redacted)

13. Agree items for the next Agenda.

13.1 Jubilee Slates, Old carpet shop, update on the new Primary School.

14. Agree date and time of next meeting.

14.1 Town Council Meeting Monday 13th January 2025 at 7pm at Holt Playing Fields.

The meeting ended at 20.42.

Appendix A

Mayors Report

Mayors Report November

The month started off with our annual Budget meeting held on November 5th. This is where we set the budget for the coming year, allocating our precept. It is a lengthy but very interesting meeting as it is our chance to look closely at a wide range of spending across our town spanning the necessary; Street lighting and purchasing a new mower for the Spout Hills volunteers and also incorporating upgrades; Two further CCTV cameras joining the existing system. The software is amazing, allowing us to put in figures and watch the bottom line change in real-time.

Also on the 5th November I attended the Holt Youth Project 20th anniversary gathering. It was most interesting to see the club headquarters, meet those who have played key roles in the success of the project and hear of their plans for the future. They have been successful with a series of National Lottery Grants over the past couple/three years and, as this is about to come to an end, are working on seeking new ways to secure funding.

I popped in to the Community Centre Positivitea morning on November 8th, organised and hosted by Clare from North Norfolk District Council, who has been a previous speaker at our meetings. A variety of organisations were present each with someone to give an insight into what they do. I chatted to the Alzheimer's representative and also a group that gives coaching to school leavers on preparing for interviews and the transition to life in the workplace.

Remembrance Sunday this year fell on November 10th, the town proudly turning out in force. The annual parade down the high street from the Methodist Church to the War Memorial included Holt Primary School, Gresham's cadets and The Royal British Legion. As always, many members of the public were present to pay their respects. We hosted the King's representative, Lt Col Mark Nicholas MBE and Councillor Andrew Brown from Stody Ward. A moment of sombre reflection and gratitude as I placed the wreath on the memorial on behalf of the town and all Councillors. After the ceremony I took tea with Father Howard in the Church Hall and popped into The Feathers to thank any RBL members present for their organisation.

I called in at The Feathers on November 12th for the annual Holt Tourist Information coffee morning thank you to volunteers. Lots of good ideas

exchanged for the 2025 season. There was much discussion about Wells and Cromer losing theirs. As usual, volunteers were asked to guess the visitor numbers using the TI, Ray being the winner with 4509!

I joined an online TEAMS meeting on November 13th hosted by PC Graham Gower, discussing a recent spate of issues in neighbouring towns regarding tools being taken from allotment sheds. We discussed a number of ways in which we could help secure, and thus mitigate opportunities. Paul Mindham from DS and S Holt Allotment Association was also present on the call.

Festive Holt! A weekend of town-wide community happenings and entertainment. I was asked to judge the dogs fancy dress competition Saturday November 16th with Lisa from Posh Pets. Four entrants, medals and treats for all, supplied by Lisa, one clear winner and much entertainment. Plans to build on the event for 2025.....

Town Clerk Gemma and I walked the proposed first section of the Green Wheel on November 18th. The Green Wheel is a joint town council and Greening Holt initiative that aims to signpost walking and, eventually, cycling routes both around our town and also spokes leading into our town centre. We headed off to Holt Country Park, walking a route that will eventually come out into the new Lovells estate, Lovells supporting and assisting with mapping and signage for this first 4-8 o'clockface slice around our town.

Appendix B

Bank Reconciliation

Holt Town Council

8 December 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 30/11/2024

Cash in Hand 01/04/2024 90,814.37

ADD

Receipts 01/04/2024 - 30/11/2024 233,116.79

323,931.16

SUBTRACT

Payments 01/04/2024 - 30/11/2024 168,901.81

A Cash in Hand 30/11/2024 155,029.35

(per Cash Book)

Cash in hand per Bank Statements

Petty Cash 30/11/2024 0.00

Barclays Community Account 30/11/2024 116,475.84

Barclays Business Tracker Account 30/11/2024 28,271.70

Barclays Business Saver Account 30/11/2024 13,719.87

158,467.41

B

Less unrepresented payments

Plus unrepresented receipts

Adjusted Bank Balance 155,029.35

155,029.35

3,438.06

A = B Checks out OK

Appendix C

Redacted.