

Minutes of the Holt Town Council Meeting on

Monday 13th January 2025 at 7pm

at the Holt Playing Fields, Kelling Road, NR25 6TX

Attendees: Cllr Sarah Tribe (Mayor), Cllr Phil Wright (Deputy Mayor), Cllr Ray Moore, Cllr Bryan Payne, Cllr Chris Bishop, Cllr Maggie Prior, Cllr Tony Pointer, Cllr Martin Batey, Cllr Sue Barham and Town Clerk Gemma Harrison.

Two members of the public were present.

1. Welcome

1.1 Cllr Tribe welcomed everyone to the meeting.

2. Apologies for absence.

2.1 Apologies received from Cllr Anita Jones, Cllr Sandy Roper, Cllr Simon Williams and Cllr Rodney Smith. All 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 Martin Batey declared an interest in item 9 (Planning).

4. Police Matters.

4.1 The Clerk gave a report on behalf of PC Graham Gower-Smith. Arrests have been made in relation to the vandalism at St. Andrew's Church, the investigation is active and ongoing.

5. Announcements by Mayor.

5.1 The Mayors Report can be seen at Appendix A.

6. Agree the Minutes of:

- **The Town Council Meeting dated Monday 9th December 2024.**

The minutes were circulated prior to the meeting, they were PROPOSED as accurate and correct by Cllr Prior and SECONDED by Cllr Batey and AGREED by all. The minutes were signed by The Mayor and are available to be read in Holt Library or by request at Nelson House.

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

- Heath Farm Allotments – Clerk to keep chasing Lovells for a transfer date. GH
- Albert Street Toilets Refurb – Still no date from NNDC although it is thought that they are nearing completion.
- Post Box – Cllr Moore will contact Royal Mail for an update. RM
- Old Carpet Shop – Work to start soon.

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** – Report circulated prior to the meeting and can be seen at Appendix B. Clerk to report the lights on Kerridge Way (which have not been working for 3 years) to NCC/NNDC, to see who is responsible. GH
- **North Norfolk District Council** – Cllr Batey stated Openreach will be providing full fibre broadband to the rest of the town by 2026. Unitary will likely to have an impact on the Town Council and there is not likely to be County Council elections this year.
- **Love Holt** – The remaining funds of £1680.70 have been transferred into the HTC account from Love Holt and are ring fenced for the Christmas Lights/ festivities for 2025. Love Holt has now ended. The report will come off next month's agenda. GH
- **Greening Holt Report**– Circulated prior to the meeting and can be seen at Appendix C.
- **Skate Park Committee** – Circulated prior to the meeting and can be seen at Appendix D.

9. Planning (Report circulated prior to the meeting and available at Appendix E)

9.1 Cllr Batey left the meeting at 19.26pm

9.2 Cllrs raised concerns on planning application LA/24/2690 because access is restricted when cars are parked across the tarmac area. Cllrs recall the access has been used continually without interruption for years, and are keen to ensure pedestrian access remains. Cllrs asked that the footpath is kept unobstructed. GH

9.3 The planning report was PROPOSED by Cllr Wright and SECONDED BY Cllr Pointer and AGREED by all.

10. Finance

10.1 The payments (£9762.60), receipts (£11,512.68) and Bank Reconciliation (Appendix F) for December were circulated prior to the meeting. The finance was PROPOSED by Cllr Bryan Payne and SECONDED by Cllr Phil Wright and AGREED by all.

10.2 It was noted that the Clerk needs to send an invoice to CSF for advertising in the Chronicle. GH

10.3 The outstanding money owed from The Holt Society for the Jubilee Slates was discussed. Cllrs stated that the money belongs to the town, it is public money and as such the agreement should be honoured. Cllrs are keen for all Holt Society members to be made aware of the original agreement. A vote took place on the amount to be repaid, and it was AGREED by all members present that the amount should be paid back in full, the Clerk will write a letter to the Committee Chairman updating him on the decision. GH.

11. Correspondence

11.1 Clerk to report any correspondence received since the last meeting to the meeting.

11.2 Nightjar Road – It was noted that residents were concerned that vehicles were speeding on Nightjar Road. The SAM2 has been put on Nightjar Road for recording vehicle data.

11.3 The Holt Litter Pick is taking place on Tuesday 25th February 10am – 12pm.

11.4 Clerk to advertise Mayor meets from March onwards (with an appointment) in the Holt Chronicle. GH

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;

The two members of the public left the meeting.

12.1 Cllrs AGREED the resolution to exclude members of the public to discuss 3 confidential items. These items are recorded in confidential Appendix G.

13. Agree items for the next Agenda.

13.1 Employment Land, Primary School, Land West of Pound Close, Old Carpet Shop.

14. Agree date and time of next meeting.

14.1 Town Council Meeting Monday 10th February 2025 at 7pm at Holt Playing Fields.

Meeting ended 20.28pm

Appendix A – Mayor’s Report

Once again, the Community Centre put on a first-class free lunch for all on Christmas Day. Having put out a call to action, a couple from Wroxham, retired from running their own commercial kitchen, stepped forward to come and cook (attending the volunteers meeting, prep day then the main event). Huge thanks to them and all the volunteers who came forward to help, laying tables, waiting on tables, doing dishes. I was seconded to home deliveries, most rewarding.

Appendix B – NCC Report

Norfolk Winter is here - gritters move out across the county

Norfolk’s gritting fleet is hitting the roads for the first gritting runs of the season, ensuring the county is ready for the icy conditions forecasted. This year, for the first time ever, all 58 of Norfolk’s gritters are equipped with cutting-edge auto-salting technology, which uses satellite navigation to deliver precise, efficient salting. This innovative system reduces manual intervention, ensuring better accuracy, saving time, and cutting down on waste—making the gritting process even more effective.

As winter weather sets in, Norfolk County Council is launching its annual #NorfolkWinter campaign, providing vital information and tips to help people travel safely across the county. Whether you're driving, walking, cycling, or using public transport, the Council's expert highway team will be monitoring weather forecasts and sensors to make sure the right roads are treated at the right time to keep Norfolk moving.

With over 2,200 miles of road treated during each 3-hour gritting run, Norfolk's gritting operation covers all A and B-class roads, key commuter and bus routes, and even one route into every village. Additionally, the County Council ensures around 2,000 grit bins are stocked across the county for public use on pavements, cycle paths, and local roads, helping everyone stay safe.

Stay up-to-date with gritting schedules and winter travel advice by following #NorfolkWinter on Facebook, Nextdoor, and X. You can also check out gritting routes and the location of grit bins on the interactive map at www.norfolk.gov.uk/gritting. For more details on how to stay safe this winter, visit www.norfolk.gov.uk/winter

Appendix C – Greening Holt

Progress continues getting the swift nest tower installed on Lovells site, thank you to Paul Bird Ventures and Lovells Tom for their ongoing support.

Green wheel progressing also, we hope to have the first sections (roughly 4pm - 8pm mapped out and able to go live by year end.

We still have £300 donation monies to spend - any ideas gratefully welcome.

There is a programme of winter talks put on by Eco Church and Trish from GH. I've attached a poster outlining the dates and speakers

Sarah



WINTER TALKS

6.30 – 8.30pm In the Meeting Room of St Andrew's Church , Church Street Holt NR25 6BB

Organised by **St Andrews Eco Church** and **Greening Holt**

THURSDAY 16TH JANUARY

Gemma Walker
NWT
Conservation Management of Churchyards

Laura Carey
Carey Garden Design Studio
A Norfolk Inspired Chelsea Show Garden

THURSDAY 20TH FEBRUARY
Jane Harris
Norfolk & Norwich Bat Group
Amazing Bats – Norfolk's species and the long distance traveller

Angus Beaton
Hunworth Common
Bats At The Common



THURSDAY 20TH MARCH

Tony Leech
Local Naturalist
Living walls: a look at plants which inhabit walls – mostly in Holt

Green Updates for Holt



Refreshments provided
Admission free. Donations welcome

Appendix D – Skate Park Report

HOS CIO update January 2025

Happy New Year everyone.

We now have over £4,000 in our account as a result of the flurry of activity around Christmas and help with a donation from Festive Holt, Erics Fish & Chips shop running a tombola on our behalf, and Judith West of Hoppers Yard letting us and other charities have stalls free of charge in the tearoom building.

A lease is now being negotiated for the strip of land the skatepark will be sited on which will give us the security we need for forthcoming grant applications

Sara from the Hornsea 3 funders phoned me and we had a long chat about the way to proceed and she said that the fund is over 10 years. Apparently, it is sometimes better to wait for the first two or three rounds to be sorted as they are usually oversubscribed. Sara felt the project was a sound one, so lease first, then Charity Commission which ticks the boxes for Hornsea 3. Although we don't have to be a registered Charity to apply, the lease is important.

So all going well

At our next meeting we will be planning this year's events.

Sandy

Appendix E – Planning Report

HTC Planning Report for Approval

on Monday 13th January 2025

Dated 10th January 2025

1. Current Planning Applications

1.1 Cllrs have all been consulted on the following planning applications;

- PF/24/2580- The Lawns Hotel, 26 Station Road, Holt – No comments.
- RV/24/2678 – 10 Kelling Road, Holt, Norfolk – No comments.
- PF/24/2670 – Appletree House, 5A Grove Lane, Holt – No comments.
- PF/24/2669 – Beechwood House, 65 Grove Lane, Holt – No comments.
- LA/24/2690 – Byfords, 3A Shirehall Plain – Cllrs do not object but are keen to ensure the Public Right of Way is retained and remains open and available for use at all times.
- RV/24/2587 – Heath Farm, Hempstead Road – No comments.

2. Planning Decisions Issued

- PF/24/2155 – 22 Mill Street – APPROVED
- RV/24/2248 – Garden House - APPROVED

Appendix F – Bank Reconciliation

Holt Town Council

9 January 2025 (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 06/01/2025

Cash in Hand 01/04/2024 90,814.37

ADD

Receipts 01/04/2024 - 06/01/2025 244,630.47

335,444.84

SUBTRACT

Payments 01/04/2024 - 06/01/2025 194,955.43

A Cash in Hand 06/01/2025 140,489.41

(per Cash Book)

Cash in hand per Bank Statements

Petty Cash 06/01/2025 0.00

Barclays Community Account 06/01/2025 117,742.99

Barclays Business Tracker Account 06/01/2025 8,999.31

Barclays Business Saver Account 06/01/2025 13,771.18

140,513.48

B

Less unrepresented payments

Plus unrepresented receipts

Adjusted Bank Balance 140,489.41

140,489.41

24.07

A = B Checks out OK

Appendix G - Confidential Part 2

12.2 Redacted.