

Minutes of the Holt Town Council Meeting on

Monday 14th April 2025 at 7pm

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

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

1 member of the public was present.

1. Welcome

1.1 Sarah welcomed everyone to the meeting.

1.2 A minute's silence was held for Jean Corbett- Jarvis, Charles Thomas Brown and Dennis Harper who have recently passed away. All three generously gave their time to the town serving as a Councillor with Holt Town Council.

2. Apologies for absence.

2.1 Apologies received from Cllr Phil Wright, Cllr Simon Williams, Cllr Sandy Roper. All apologies were accepted.

2.2 Apologies 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 Martin stated an interest in planning.

4. Police Matters.

4.1 The Clerk read a report from PC Graham Gower- Smith. Cllrs suggested painting a picture on the wall under the underpass at Hempstead Road and litter picking as possible community service projects HTC could offer. Clerk to report back to Graham.

GH

5. Announcements by Mayor.

5.1 Cllr Tribe held a Q&A session after the Greening Holt also held a Mayors Meeting session in March. Cllr Tribe has attended two Youth Council meetings on behalf of HTC.

6. Agree the Minutes of:

• The Town Council Meeting dated Monday 10th March 2025

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

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

- Albert Street Toilets – Due to open shortly, still no date from NNDC.
- Old Carpet Shop – work due to start imminently, Clerk to Chase.

PUBLIC QUESTION TIME

Limited to 15 Mins (3 Minutes per person)

- The light at the end of Grove Lane which is not working was raised by a member of the public. NCC state the light is not theirs and it does not belong to HTC. Clerk will investigate further with NCC. GH

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

- **Norfolk County Council** –Cllrs are keen for Cllr Vardy to support HTC and push for the new Primary School in Holt. Clerk to liaise with Cllr Vardy. GH
- **North Norfolk District Council** – Lidl will be holding a public consultation on 9th May at the Community Centre. Broadband engineers are in the town installing high speed broadband and Openreach are looking at moving into Holt before December 2026. Local Plan consultations are being held predominantly focussing on the growth villages.
- **Skate Park Committee** – Report circulated prior to the meeting.
- Youth Council – A £250 donation has received for a bench at George V and a further donation of £150 from the allotment committee has also been promised. Clerk to look at disabled recycled plastic benches to be installed on site ahead of the summer and to add to next month's agenda for approval. GH

9.Planning (Report circulated prior to the meeting)

Cllr Batey left the meeting at 19.25

9.1 The planning report which is available on the HTC website was PROPOSED by Cllr Barham, SECONDED by Cllr Pointer and AGREED by all.

Cllr Batey returned to the meeting at 19.26

10. Finance (circulated prior to the meeting)

10.1 The payments of £9291.73, the receipts of £7935.19 and the Bank Reconciliation (Appendix A) for March were circulated prior to the meeting. They were PROPOSED by Cllr Prior and SECONDED by Cllr Batey and AGREED by all.

10.2 The AGAR has been deferred to May's meeting.

10.3 The quotes (as circulated prior to the meeting) for the tree survey to take place was discussed and awarded to MJ Tree Services with a budget of £520. Clerk to contact MJ Tree Services. GH

10.4 The quotes (as circulated prior to the meeting) for the purchase of a new mower for Spout Hills were discussed. It was AGREED to purchase the mower from NNGM for £3630. Clerk to contact NNGM. GH

11. Correspondence

11.1 Correspondence has been received regarding the development off Pound Close. All emails have been forwarded to Cllrs.

12. Holt Primary School

12.1 There is confusion over the current capacity at the Primary School, Cllrs were led to believe that capacity was not an immediate issue, yet NCC have commented on other planning applications in the town stating otherwise.

12.2 Cllrs are keen to get NCC to put in for planning permission, the process can take a long time and so whilst there is a delay for the build, planning permission should be sought.

12.3 Questions were raised as to why NCC can't they afford the new school, there is a ring-fenced budget for the school which doesn't include valuations from the existing school site and playing field. Clerk to raise concerns with Cllr Vardy. GH

12.4 Cllrs discussed carrying out their own valuations for the site, Clerk to speak with the Headmaster for his views. GH

13. Jubilee Slates

13.1 There is no update regarding the money owed from The Holt Society. It was noted the Holt Society AGM is on 15th April.

14. Visit Holt

14.1 The Visit Holt report was circulated prior to the meeting. Cllrs requested that Visit Holt avoid using the word "*Vision*" as this can be easily confused with the HTC project *The Holt Vision*.

14.2 Cllrs welcomed the idea of a festive story as described in the Visit Holt report, Cllrs felt it would not be appropriate for HTC to put their name to such an event, as this was out of the Council's remit. Cllrs wish the organisers all the very best with a Christmas event.

15. To consider a resolution (Under the Public Bodies Admission to Meetings Act 1960) to exclude members of the public to discuss confidential matters; namely -

- It was noted the Fire Service will soon be responding to cardiac Arrests.
- Staffing –The Personnel Committee Report (circulated prior to the meeting) was PROPOSED by Cllr Smith and SECONDED by Cllr Prior and AGREED by all.
- Greening Holt – It was AGREED for HTC to pay for the £150 fee owed to Companies House.
- Holt Honours – This will be decided via e-mail using delegated powers.

16. Agree items for the next Agenda.

16.1 Old Carpet Shop, Primary School, Slates, Holt Vision update, Anglian Water update Edgefield.

17. Agree date and time of next meeting.

17.1 Town Council Annual Meeting Monday 28th April 2025 at 7pm at the Meeting Room at St. Andrew's Church.

17.2 The Annual Town Council Meeting on Monday 12th May at 7pm at the Club Room at the Holt Playing Fields, Kelling Road.

Meeting ended 20.42

Appendix A – Bank Reconciliation

Holt Town Council

10 April 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 31/03/2025

Cash in Hand 01/04/2024 90,814.37

ADD

Receipts 01/04/2024 - 31/03/2025 261,005.58

351,819.95

SUBTRACT

Payments 01/04/2024 - 31/03/2025 252,787.65

A Cash in Hand 31/03/2025 99,032.30

(per Cash Book)

Cash in hand per Bank Statements

Petty Cash 31/03/2025 0.00

Barclays Community Account 31/03/2025 76,597.16

Barclays Business Tracker Account 31/03/2025 11,813.83

Barclays Business Saver Account 31/03/2025 13,819.89

102,230.88

B

Less unrepresented payments

Plus unrepresented receipts

Adjusted Bank Balance 99,032.30

99,032.30

3,198.58

A = B Checks out OK