

Holt Town Council

The minutes of the Holt Town Council Meeting, held at 7pm on Monday 13th April 2026 at Holt Playing Fields Clubroom, Woodfield Road, Holt.

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

District Cllrs Martin Batey and Connor Rouse were present.

5 Members of the public were present.

1. Welcome

1.1 Cllr Tribe welcomed everyone to the meeting.

2. Apologies for absence

2.1 Cllr Susan Barham and Cllr Simon Williams gave their apologies. Apologies were accepted.

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 stated he is a member of NNDC's Development Control Committee and therefore would not take part in the discussion on item 9 (planning).

4. Police Matters

4.1 No police report was received. Cllrs reported that electric scooters were being used on the road and on the pavements. Clerk to report to the Police. GH

5. Announcements by Mayor

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

PUBLIC QUESTION TIME

Limited to 15 Mins (3 Minutes per person)

- A member of the public asked what Cllrs thought about the proposed Cley Road Development, in particular in relation to questions asked at the recent online consultation held by Pheonix. A letter outlining the concerns of the resident was handed to the Town Clerk for distribution to Cllrs.

- A resident shared their concerns regarding the loss of wildlife on the proposed Cley Road development site.
- A member of the public stated the proposed development site was level 3 agricultural land, and was needed to grow food to help sustain the food chain.
- A member of the public asked about the North Norfolk Local Plan and stated that previous planning applications have been turned down due to highway concerns on Cley Road. The resident stated that they thought it was important to protect the settlement character as per the Local Plan.
- A member of the public stated that their concerns have already been raised by their neighbours but emphasised they were concerned about the increase of traffic.

6. Agree the Minutes of The Town Council Meeting dated Monday 9th March 2026.

6.1 The March Minutes were circulated prior to the meeting, they were PROPOSED as accurate and correct by Cllr Rodney Smith and SECONDED by Cllr Sandy Roper, the minutes were AGREED by all.

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

- The Old Carpet Shop – Cllrs were pleased to see that progress was being made with builders now on site.
- Local Government Reorganisation – It was noted that the 3-tier option was being supported by Government with Holt sitting in East Norfolk.
- HTC Spring Surgery – Open all week at Nelson House 10am – 3pm. It is an opportunity for residents to come and meet Cllrs and staff, raise any concerns or share any new ideas for improvements around the town.

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

- Skate Park Committee – thanks were extended to District Cllr Connor Rouse for all of his fundraising efforts.

9. Planning (Report circulated prior to the meeting)

9.1 The planning report was circulated prior to the meeting, the report was PROPOSED by Cllr Maggie Prior and SECONDED by Cllr Philip Wright and AGREED by all.

9.2 There have been no further planning applications received since the planning report was published.

10. Finance (circulated prior to the meeting)

10.1 The payments (£12,116), receipts (£743) and bank reconciliation for March (Appendix B) were circulated prior to the meeting. Cllr Brian Payne enquired on the purchase of the second-hand mower. The mower was purchased for the Memorial Gardens as it had a roller so lines could be created. Cllr Martin Batey PROPOSED the finance and Cllr Anita Jones SECONDED the finance which was AGREED by all.

10.2 The quote received for the new Weibang Mower for Spout Hills was circulated prior to the meeting, it was PROPOSED by Cllr Philip Wright and SECONDED by Cllr Ray Moore and AGREED by all. Clerk to place the order. GH

11. Correspondence

11.1 A member of the public reported to the Clerk that HGV's are still accessing Hempstead Road, Clerk to report to the Police for further monitoring. It was noted that sat nav is still sending vehicles along Hempstead Road rather than down Nightjar Road. GH

11.2 A member of the public requested a chequer board sign at the Hempstead Road junction with Nightjar Road. Cllrs did not support the request of a chequer board but did suggest improvements were needed. The lines need to be repainted at the junction and the signage improved. Clerk to report to Highways. GH

12. Holt Primary School

12.1 Cllr Maggie Prior reported that she is meeting with NCC with her School Governor hat on and will report back to HTC after the meeting. Cllr Maggie Prior also reported that the current Headmaster would be stepping down at the end of the summer term. It was acknowledged that he has done a superb job over seeing the school and will be missed by staff and pupils.

12.2 The parent consultation is now live. Cllr Maggie Prior will ask if a copy can go home with parents at Holt Primary School. MP

12.3 The Primary School thanked HTC for the opportunity to apply for funding from the Community Grant Scheme. Clerk to arrange for the grant funds to be transferred. GH

13. Annual Town Meeting

13.1 The Annual Holt Town Meeting will be taking place on Wednesday 22nd April 6.30pm – 7.30pm with a drop in open from 4.30pm. Cllr Tony Pointer gave his apologies.

14. Holt Market

14.1 NNDC's increase in market fees were noted and Cllrs were keen to investigate the reasons behind the 300% increase and establish what other towns were affected by the new pricing. Clerk to make contact with NNDC to establish the facts and report back to full Council.

14.2 It was noted that Holt did have a market charter but that it most likely was burnt in the Great Fire of Holt. Research has shown that the Charter was awarded to the town on 18th June 1310 by Edward II.

15. Heath Farm Allotments

15.1 The legal agreement is very nearly there, and it is hoped that tenants will be able to make a start on their plots shortly. Clerk to confirm to Cllrs the latest position via email. GH

16. Community Grants

16.1 The 2026 Holt Town Council Community Grant Programme was discussed, and it was AGREED to launch the grant scheme with immediate effect. GH

16.2 The grants are for local community organisations or groups in the town of Holt; grants are usually awarded up to £500.

16.3 The Clerk will provide an update on the grants awarded last year. GH

16.4 The grants will be awarded at the June HTC meeting.

17. Agree items for the next Agenda

17.1 Old Carpet Shop, Primary School, Heath Farm Allotments, Jubilee Slates, Community Speed watch.

18. Agree date and time of next meeting.

18.1 Annual Town Meeting Wednesday 22nd April 6.30pm at The Holt Community Centre.

18.2 Annual Town Council Meeting Monday 11th May 2026 at 7pm at The Holt Playing Fields (Football Club) Woodfield Road.

Meeting ended 20.03

Appendix A

Dear All,

A busy month in town and at Council - starting with an invitation to attend the Open Day at Ilex Homes Mill Street. It was interesting to see the completion of site, meet the developers and town estate agents Sowerby's, who are handling sales. A barbecue supported by P&S Butchers was a nice touch and I enjoyed meeting some of the prospective new owners and finding out why they were considering Holt as a location choice.

On Monday 9th, Gemma and I met Clare, the new head of estates at Gresham's. With the school sharing close proximity with out town space, it was good to meet her and welcome her to her new post and explore ways in which we can help each other - contacts to share and ideas across our jurisdictions.

On the 24th Holt hosted the second annual Mayors Meet, a chance for mayors across the North Norfolk district to get together to discuss like minded town matters and also hear about individual and unique projects across our region. Topics covered included town centre parking provisions and funding for key events such as Christmas lights. It was agreed to move the meetings to twice annually and so we shall all meet up again in September.

The 24th saw a zoom meet take place regarding the Cley Road development plans. This was in conjunction with the public zoom and in person consultation presented by the developers. Pheonix Developers have launched their consultation on 49 new houses and a cemetery extension on Cley Road. If planning permission is granted then the cemetery extension will come to HTC to manage.

The month rounded off on 27th with the official Chapel Yard regeneration Open Day, attended by NDC and NNDC, this initiative brought together landowner, landlord, retailer, Town Council and grant funding. Despite the weather the ribbon was cut and in a short speech appreciation was given to those that had ensured this project came to fruition.

Sarah Tribe

Holt Mayor

Appendix B

Holt Town Council

7 April 2026 (2025-2026)

Prepared by:

Date: Approved by:

Date:

Name and Role (Clerk/RFO etc)

Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 31/03/2026

Cash in Hand 01/04/2025 99,032.30

ADD

Receipts 01/04/2025 - 31/03/2026 325,659.04

424,691.34

SUBTRACT

355,107.14 Payments 01/04/2025 - 31/03/2026

A Cash in Hand 31/03/2026 69,584.20

(per Cash Book)

Cash in hand per Bank Statements

Petty Cash 0.00 31/03/2026

Barclays Community Account 55,621.56 31/03/2026

Barclays Business Tracker Account 124.36 31/03/2026

Barclays Business Saver Account 13,987.73 31/03/2026

69,733.65

B

Less unrepresented payments

Plus unrepresented receipts

Adjusted Bank Balance 69,584.20

69,584.20

149.45

A = B Checks out OK

Draft April 2026 Minutes - 4 pages - 2 appendices

Signed