



HOLT TOWN COUNCIL

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(Office hours: 9.00 – 12.00 Monday / Wednesday/ Friday)

Minutes of the Town Council Meeting held on Monday 14th March 2011 at Holt Community Centre.

PRESENT: Cllr B Payne (Chairman), Cllrs Allison (Vice Chairman), Blyth, Baker, Batey, Hipperson, Moore, Prior, Roberts, and Traynier
Di Dann, Town Clerk. Norfolk County Cllr J Perry Warnes (NCC) to Item 6.4; North Norfolk District Council Cllr P High, 3 members of the public

1 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Bruce Lockhart (Abroad); Cllr J Cunliffe (working); Cllr A Turner (family matters).

2 TO RECEIVE DECLARATIONS OF INTEREST

Declarations were made by Cllr Traynier (Personal Interest Planning Item 11.1.5 Church Extension)

3 REPORT FROM THE SAFER NEIGHBOURHOOD TEAM

No officer was present to give a report.

4 CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced that the Larger Council's Meeting had been very successful. The Clerk was thanked for arranging the good refreshments.

5 MINUTES OF THE TOWN COUNCIL MEETING HELD ON 14th February 2011

On a **PROPOSAL** by Cllr Batey **SECONDED** by Cllr Hipperson the minutes were **AGREED** and duly signed by the Chairman.

There were no matters arising for information and not included on the main council agenda.

6. REPORTS

6. 1 Norfolk County Councillor (NCC) Cllr John Perry Warnes advised the Pinewood Leisure Centre was looking for qualified helpers to assist with stroke patient recovery. He had arranged a speed watch along the Norwich Road which would be supported by the SNT Sgt. Howes and local volunteers. There was some concern expressed about community speed watch schemes and it was noted that these had previously not had the support of the Town Council. Such schemes were arranged using volunteers and drivers noted as speeding received a cautionary letter from police. A proposal to oppose this was, however, not carried. Members

AGREED to support the use of a Community Speedwatch Scheme along Norwich Road for a 3 month period. There was further discussion about the need for a flashing sign in the area and again it was noted that the Town Council had already bought both of the existing signs in the town, and a third sign provided by NCC for the bypass had been removed by the County Council. There was a need for an accurate count of speeds along the Norwich Road to help procure a flashing sign provided by NCC. Members **AGREED** that 20 "Slow Down" stickers should be purchased for use on wheelie bins. The Clerk was asked to track down all the flashing signs in the District and find out who had bought them.

It was noted that the pole outside Siddalls had now been removed. The street lights which were installed in the Town Centre last year still had not been painted black and Cllr Perry Warnes would pursue this. He would also see if the brick weave could be installed around the light near to Santander Bank in the Market Place.

The pending visit of the Highway Rangers was noted and members were asked to advise the Clerk of any highway problems. Potholes in Norwich Road were noted

6.2 District Councillor (NNDC) Cllr P High advised that there had been 273 bids for the houses in the development off Lodge Close, of these 93 had had local connections. All the street signs were now installed. He had met with NNDC Cllr M Baker and John Williams from the Planning Directorate and the land agent for the H01 site. They had discussed the S106 benefits needed for the community in order to make this site work. This included a roundabout on the Kelling Road; non access between Kelling Road and Cley Road; play area and playing field improvements instead of spending money on a new play site; footpath through the allotments to Mill Street (should this be wanted by the Allotment Society); improvements to the northern end of Peacock Lane.

Cllr High advised that the proposed new car park was delayed because of a dispute between the developer and NCC over access across the railway line. Other than this all the planning conditions requested by NNDC had been met.

Cllr High read out a statement from the agent for Thaxters who had been in discussion with the Planning Directorate at NNDC concerning the redevelopment of the site by a retail food sector, although no commitment had been secured from any specific operator. There was a possibility that a planning application might be received in April/May.

Cllr High would ask NNDC Property to repair the potholes in the entrance to the Station Road Car Park.

6.3 Holt Chamber of Trade. Cllr Baker gave a brief report of the Chamber meeting held on the 2nd March. A new Town Guide lasting 2 years was shortly to be published. The Holt Society would be launching their First Impressions booklet on 8th April at their AGM

6.4 Holt Youth Project. Cllr Allison advised that Julie Alford and Alice Hopkins had visited the Houses of Parliament to discuss issues of concern for the youth of

today. HYP had been short listed for an award as a community group and were used as a role model in the area. They had also been involved with making a film regarding local history and folk law

6.5 Patients Participation Group (PG). Cllr Prior advised that the pharmacy would be opened from 28th March and the PG would be given an opportunity to look round prior to its opening. From 4th April the pharmacy could be used by anyone. Having lost their paramedic in the area PG were waiting for an answer in relation to the speed of response.

6.6 Holt Community Centre. Cllr Roberts advised that there was nothing further to report, in view of the fact that the fund raiser had been abroad, but returning shortly.

6.7 Town Clerk. The Town Clerk advised that the Larger Council's meeting had been well received with some very positive feedback. With the Chairman, she had met Cllr M Baker to discuss S106 benefits particularly in relation to H01 LDF approved site. She had spent considerable time gathering together information from the community for the pending new Town Guide. She had attended with the Chairman a meeting of the Holt Vision Group and would now be progressing with the commissioning document for this project. Election forms had been circulated and completed forms would need to be back at NNDC by midday on 4th April.

The meeting closed at 8.10 p.m.

***PUBLIC QUESTION TIME – Limited to 15 minutes
(Three minutes per person)***

Need for more dog bins in the town

The meeting opened at 8.15 p.m.

1. CORRESPONDENCE

7.1 Letter from NNDC Property Manager. The letter concerns the maintenance of the car parks in the District Council, particularly during the Winter months. It was noted that a meeting was to be arranged between the NNDC Property Manager and the towns.

7.2 Letter from a resident concerning movement of traffic coming and going from Greshams School. The letter asks that we write to the Headmaster to request that parents drive out of town along Cromer Road. There was concern at the accuracy of the information in this letter. A letter would not be written to the headmaster.

7.3 Letter from the Enabling Officer at NNDC concerning the new affordable homes at Lodge Close. She confirms that we will be advised of the number of bidders for the 33 new homes at Lodge Close.

Letter from The Environmental Health Manager at NNDC. This is an invitation for two members of each council to attend a meeting on 28th March to discuss

emergency services. Local knowledge is vital in emergency planning preparations
Cllr Prior agreed to attend this meeting.

7.5 Letter concerning Commonland matters. (to be considered at Spouts Committee meeting) This was noted.

7.6 NNDC letter regarding dog control orders was noted. This was currently out for consultation. Land designated in Holt is: a. Dogs Exclusion Order - Peacock Lane Playing Field; Playing Field Kelling Road; Play Area Neil Avenue; memorial Garden Albert Street. b. Dogs on Lead Order - Recreation Area Neil Avenue; Cemetery Cley Road

7.7 To receive any other correspondence received since 4th March 2011

7.7.1 e mail from Cllr M Baker updating us following his site meeting at HO1 and meeting with the land agent Landform . He had also forwarded a copy of the letter he had written to NNDC in relation to S106 benefits for the town.

7.7.2 Letter from a resident expressing concern at the condition of the bench near to the Greshams Junior School. The bench had been given to the town in honour of the Queen's Silver Jubilee. The Town Clerk would inspect the bench.

8. HIGH SPEED BROAD BAND.

Cllr Batey advised of his efforts over the last four weeks concerning progressing with BT the need for the High Speed Broad Band in the town. He had now discussed the matter with Steve Davis the Regional Director of BT who wanted to arrange a meeting concerning the matter. Mr Davis was aware that this was a development town. Cllr Batey would progress this, involving with the Chamber of Trade and District and County Councillors. He would also be meeting Mr Norman Lamb MP shortly concerning this matter.

It was noted that an e mail had been received from Mr Percival advising his own efforts concerning this matter.

9. ITEMS FOR INFORMATION - Refer Appendix 1

9.1 Election Notices. Election Packs for members had been included with the agenda papers.

9.2 Other items received since 4th March 2011.

9.2.1 Voluntary Norfolk – a directory of information support and services within the voluntary sector

9.2.2 Quidenham Hospice. Request for grant support

9.2.3 Plus Publishing Services . Details of their work publishing guides for towns

9.2.4 Secretary of the Holt Branch of the RNLI. Advice of a house to house collection on 11-17th April 2011.

10. FINANCIAL MATTERS

10.1 Approve accounts payment – February (Appendix 2)

On a **PROPOSAL** by Cllr Bate **SECONDED** by Cllr Hipperson the accounts for February were **AGREED**.

10.2. Cemetery matters It was noted that the cold winter weather had killed the shrubs lining the pathway to the summerhouse. It was **AGREED** to replace these with box shrubs. The cemetery spoil, moved back only last year, had crept into the site again and would need to be shielded by two further fencing panels. It was **AGREED** that the Clerk should arrange this work using NORSE contractors

11 PLANNING MATTERS

Planning matters discussed, are, as detailed in Appendix 3

12 MEETING DATES - Next Town Council Meeting Monday 11th April 2011
Spouts Committee meeting Tuesday 22nd March; Annual Towns Meeting Monday 28th March 2011; Spring Litter Pick Tuesday 29th March 6.00 p.m.

13 EXCLUSION

On a **PROPOSAL** by Cllr Hipperson **SECONDED** by Cllr Blyth it was **AGREED** to close the meeting for financial and personnel matters.

14. TOILET CLEANSING CONTRACT 2011 – 2014

In view of the fact that tenders had yet to be returned it was **AGREED** to extend the time limit for this by a further two weeks and the Town Clerk and Chairman were given authority to progress this matter.

15. STREET LIGHTING MAINTENANCE CONTRACT 2011 – 14

On a **PROPOSAL** by Cllr Blyth **SECONDED** by Cllr Traynier it was **AGREED** to accept the tender of Cozens Lighting subject to receiving a reference from a local council for the company.

16. S137 PAYMENT

On a **PROPOSAL** by Cllr Blyth **SECONDED** by Cllr Traynier **AGREED** to give a donation of £35 to the community organisation who would be given the award at the Annual Towns Meeting.

17. CONTRACT OF EMPLOYMENT FOR THE ADMINISTRATION ASSISTANT

Noted that a Contract from a model document had been drawn up and it was **AGREED** that this should be issued to the new staff member.

There being no further business the meeting closed at 8.50 p.m.

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Chairman

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Date

