



## HOLT TOWN COUNCIL

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

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### **Minutes of the Annual Town Council Meeting held on Monday 9<sup>th</sup> May 2011 at Holt Community Centre.**

**PRESENT:** Cllr B Payne (Chairman), Cllrs Allison (Vice Chairman), Baker, Batey, Blyth, Cunliffe, Hipperson, Moore, Prior, Roberts, Traynier and Turner.  
Di Dann, Town Clerk  
NNDC Cllr P High, NCC Clr J Perry Warnes  
5 members of the public

#### **1. THE ELECTION OF CHAIRMAN**

On a **PROPOSAL** by Cllr Blyth **SECONDED** by Cllr Batey it was unanimously **AGREED** to elect Cllr Payne. There were no other nominations.

#### **2. THE CHAIRMAN'S DECLARATION OF OFFICE**

The Chairman signed the declaration of acceptance of office.

#### **3. THE ELECTION OF VICE-CHAIRMAN**

On a **PROPOSAL** by Cllr Prior **SECONDED** by Cllr Traynier it was unanimously **AGREED** to elect Cllr Allison as Vice-Chairman. There were no other nominations.

#### **4. DECLARATIONS OF OFFICE AS REQUIRED BY LAW**

Members completed their Declaration of Acceptance of office forms. It was noted that they were required to complete the Interests forms within 28 days.

#### **5. VACANCY LEFT UNFILLED AT THE ELECTION BY REASON OF INSUFFICIENT NOMINATIONS (ONE)**

It was **AGREED** to advertise the one vacancy in the freepapers requesting people to state their reasons why they might wish to join the Council. A decision would be made at the July meeting .

#### **6. APOLOGIES FOR ABSENCE**

Apologies were received from Cllr D Baker.

#### **7. TO RECEIVE DECLARATIONS OF INTEREST**

There were none.

## **8. REPORT FROM THE SAFERNEIGHBOURHOOD TEAM MEMBER**

There was no report.

## **9. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman advised that he had attended the Rotary Community Luncheon in April and also the opening of the Railway Cottage at the Holt Station.

## **10. MEMBERS TO SERVE AS TOWN COUNCIL REPRESENTATIVES ON LOCAL ORGANISATIONS AND COMMITTEE**

Members **AGREED** to the appointments as detailed in Appendix 4. On the **PROPOSAL** of the Flag Officer it was **AGREED** that a new and slightly bigger flag should be purchased for the War Memorial Flag Pole in the Market Place

## **11. MINUTES OF THE TOWN COUNCIL MEETING HELD ON 11<sup>th</sup> APRIL 2011**

On a **PROPOSAL** by Cllr Hipperson **SECONDED** by Cllr Blyth the Minutes of the Meeting held on 11<sup>th</sup> April were **AGREED** as a correct record and signed by the Chairman. There were no matters arising for information only.

## **12. REPORTS**

**12.1 NCC Cllr John Perry Warnes.** Cllr Perry Warnes was congratulated on his election to NNDC at Corpusty Ward. The two speed signs along the Norwich Road were having a good effect. These were provided by the Norfolk Casualty Reduction Programme Partnership. He was investigating where the reactive sign had gone which had been sited on the bypass. A "Zip" Campaign was starting soon discouraging the use of mobile phones while driving. He would be meeting with the Highways Officer at Aylsham shortly and would raise the following matters brought up by members: No white lines in Woodfield Road; provision of a lane divider at the High Street / Norwich Road junction; need for weed spraying; cutting of only part of the Hempstead Road underpass banks. When asked about the Car Park Cllr Perry Warnes advised that the delay was due to a family right of way. NCC had now advised that there should be a payment for the access through from the Car Park which the land owner was unwilling to make as he had had a family right of way for 30 years. Cllr Perry Warnes advised that NCC could not be seen to give this away.

**12.2 NNDC Cllr P High.** Cllr High was congratulated on his election to NNDC.

He explained the position regarding the H01 site. He had recently met on site

with the Allotment Chairman and the Land Agent to discuss boundary provision. The Land Agent was arranging an exhibition concerning the H01 development at the Community Centre and this would be widely advertised. Cllr High would ask why the brown bottle bank previously on Albert Street Car Park had been removed and would enquire about a clothes bank in the town.

When asked about the Thornage Road Car Park Cllr High advised the question of the access from the Car Park had been discussed and agreed by both the County and District Councils several years ago. For some reason NCC had changed their stance on this within the last 12 months, and the problem was now with NPS and the valuation for this small strip of land between the Car Park and the Dedicated footpath leading up Valley Lane. He considered that the situation had something to do with the Orbital Railway.

12.3 Holt Chamber of Trade. In the absence of Cllr Baker the Town Clerk gave a summary of the meeting which had discussed the Holt Vision Project and the new Holt Guide.

12.4 Holt Youth Project. Cllr Allison advised that an Education programme was currently under way with Sports Courses for NEAT 16-19 year old; HYP members had undertaken the Hadrians Wall Cycle Challenge; HYP were pleased to report that they had a mini bus available sponsored by a local garage.

12.5 Holt Community Centre. Energy saving work had now been completed. The Annual meeting for the Users would take place on Tuesday 10<sup>th</sup> May at 7.00 p.m. Everyone was welcome.

12.5 Patients Participation Group. The next meeting was this coming Thursday. Norman Lamb MP would be taking up the matter of the paramedic.

The meeting closed at 7.45 p.m.

### ***PUBLIC QUESTION TIME – Limited to 15 minutes***

*Mrs Fell Flashing signs had nearly been removed having only been up a month. They were making a great difference but they were needed permanently*

Noted that they were being provided by the Police and NCC in partnership.

*Mr Pilgrim Concern about the closing of the Sorting Office at Holt*

A letter would be sent to Royal Mail asking for non delivered post to be returned to the Post Office rather than the Sorting Office (which could be at Fakenham) Members considered that the Post Office was at risk with this planned change.

*Mr Fell He asked if the sign could go nearer to Holt Country Park.*

Cllr Perry Warnes and the Town Council had already requested this.

The meeting resumed at 8.00 p.m.

### **13. MEETING WITH BT CONCERNING FASTER BROADBAND FOR HOLT.**

Members had received a copy of the notes from the recent meeting held with

Annette Thorpe from BT. A letter would be sent to Sheringham Town Council asking that they should get behind the opportunity for faster broadband.

#### **14. AGREE Re-NUMBERING OF THE PROPERTIES AT ELLIOTT CLOSE**

Members **AGREED** the reversing of the numbers for this development.

#### **15. RECEIVE UPDATE ON HOLT VISION PROJECT**

It was noted that following the recent success of the funding for the project a Board meeting had been held and two working groups set up to explore items to be included in the project study. The groups had concentrated on community and economic factors and the built environment. These groups had now both met

twice and their ideas were being drafted for consideration of a future Board meeting. It was hoped that the project would be commissioned by July and the work undertaken from September through until the end of the year.

#### **16. CORRESPONDENCE**

16.1 Letter from Sheringham High School concerning possible change to Academy Status. A letter of support would be sent.

16.2 Letter from Cromer Town Council re memorial inspection course. The Town Clerk could attend if time allowed.

16.3 Other correspondence received since 28<sup>th</sup> April 2011. This was noted:

16.3.1 Holt Area Partnership AGM on Tuesday 24<sup>th</sup> May at 6.30 p.m. all invited.

16.3.2 Hastoe Housing Group Letter from the Regional Head of Development apologising that he had been personally unable to attend the Annual Meeting. It was **AGREED** to form a Working Party to look at maps and potential sites for an exception development. The Chairman, Vice Chairman and Ray Moore would be members of the Working Group.

16.3.3 Holt Charities Account Noted that there was £337.26 in the account.

16.3.4 Letter from residents of Cherry Tree Close. The letter expressed concern at the decision to develop H01 in an Area of Outstanding Natural Beauty. The reversal decision made by the planning inspector was undemocratic.

16.3.5 NorfolkALC Details of the forthcoming Summer Seminar and a copy of Norfolk Link Extra for each member. The Town Clerk could attend the seminar if time allowed Other training opportunities available for councillors.

16.3.6 Letter from Hatter Fitness asking to use the Peacock Play Area. Members asked to make enquiries as to if this is a commercial enterprise if so a charge would be made.

16.3.7 Letter from NCC Footpath Officer. The letter advised that the dedication route would be from the end of Valley Lane to Spout Hills, as this was clear evidence from quality and quantity of users. The claim to Thornage Road raised reservation in respect of quality and quantity.

## 17. ITEMS FOR INFORMATION

17.1 Matters had been listed in Appendix 1

17.2 Other items received since 28<sup>th</sup> April 2011

17.2.3. Letter from Holt Community Centre The letter advised of the Users meeting on 10<sup>th</sup> May

17.2.2 Copy letter from Cllr High written to NCC legal Team regarding the footpath appealing for a consultation and conclusion on the matter.

17.2.3 Letter from a residnet expressing concern at the recent direct debit set up by NNDC for council tax This favoured a Charity, and the point made was that people should be free to choose which charity the supported.

17.2.4 Details from the RCC on a forthcoming Play Equipment inspection Course.

17.2.5 Details from Tony Leech on Norfolk and Norwich Naturalists Society events and proposed meeting on Friday 20<sup>th</sup> May at Greshams School to discuss "Putting Holt's wild life on the map".

17.2.6 Cllr Batey raised the matter of recent work on the Lowes. Cllr High, as a Trustee of the Lowes explained that this work had been planned for several years and had received grant support from various quarters. The objective was to restore the Lowes to Heathland. The project would take 6 years to come to fruition and had had the support of the NWT, English Nature and Norfolk County Council. He would be happy to discuss the Matter with any objectors.

## 18. FINANCIAL MATTERS

18.1 Approve accounts payment – (Appendix 2)

On a **PROPOSAL** by Cllr Turner **SECONDED** by Cllr Moore the Accounts Statement for April was **APPROVED**

18.2 Accounts for the year to 31<sup>st</sup> March 2011 and the Annual Return (enclosed) Members had been circulated with a copy of the end of year bank reconciliation, receipts and payments for the year, balance sheet and a copy of the information to be included on the Annual Return and for the External Auditor. Members had also been given a copy of the mid year report submitted by the Internal Auditor. On a **PROPOSAL** by Cllr Blyth **SECONDED** by Cllr Traynier it was **AGREED** to approve the Accounts and the Annual Return Sections 1 and 2. A "yes" answer was given in each section of Page 3 (Section 3).

18.3 Purchase of Tractor. Cllr Allison explained that North Norfolk Garden Machinery had demonstrated a tractor suitable for the needs of the town particularly the work on the Hills. It was a ride on mower with a deck grass cutter 25 hp petrol; cost £1375 net with an additional cost of £30 for a tow bar so it could pull the trailer (cost £50) On a **PROPOSAL** by Cllr Turner **SECONDED** by Cllr Moore It was **AGREED** to purchase the tractor and also make enquiries about taxing it for use on the road.

## 19. PLANNING and LICENCING MATTERS

19.1 Planning (Appendix 3)

19.2 Licensing. Sale of Alcohol on Premises and Off Premises Adnams PLC,  
The White Lion, White Lion Street. No observations.

19.3 NNDC had forwarded the LDF Site Allocations DPD Document

**20. MEETING DATES - Next Town Council Meeting** Monday 13<sup>th</sup> June 2011

**21. EXCLUSION MATTER (Financial)**

On a **PROPOSAL** by Cllr Hipperson **SECONDED** by Cllr Blyth a financial matter would be discussed.

22. Cllr Allison would investigate the sponsorship of a town vehicle.

There being no further business the meeting closed at 8.35 p.m.

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Chairman

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Clerk