



## HOLT TOWN COUNCIL

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

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### **Minutes of the Town Council Meeting held on Monday 8 February 2010 at Holt Community Centre.**

**PRESENT:** Chairman B Payne, Vice-Chairman J Allison, Cllrs D Baker, Bruce Lockhart, Blyth, Cunliffe, Hipperson, Moore, Prior, Roberts, Traynier and Turner. NNDC Cllr Philip High, NCC Cllr John Perry-Warnes, Sgt. Olby and Richard Batson (EDP).

Di Dann, Town Clerk

3 members of the public

#### **1. APOLOGIES**

Apologies were received from Cllr M Batey (illness).

#### **2. DECLARATIONS OF INTEREST**

Cllr D Baker declared a personal interest in Item 14.1d – planning application for land attached to 6 Lees Terrace. Cllr Allison declared a personal interest on the same planning application in view of his involvement with the Holt Housing Association, who own land adjacent to the proposed development.

#### **3. SAFER NEIGHBOURHOOD TEAM**

Sgt. Olby advised that there had been five reported crimes since the last meeting including a large scale internet fraud, one stolen car (two people had been arrested and linked to other crimes in the area), one criminal damage (one person interviewed) and two thefts.

A speed awareness campaign was being carried out in the Bodham, High Kelling, Holt and Edgefield area this week as part of the SNAP priorities. 102 vehicles had been stopped including 26 in Holt, receiving warnings. The police had also made a number of visits to licensing premises as part of their SNAP priorities. 16 fixed penalty notices had been issued for parking offences.

Cllr Allison asked whether the police had any concerns regarding the proposed switch-off of street lights. Sgt. Olby said that there would be a corporate response to the consultation.

#### **4. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman had nothing to report.

## 5. MINUTES OF THE TOWN COUNCIL MEETING HELD ON 11 JANUARY 2010

On a **PROPOSAL** by Cllr Hipperson, **SECONDED** by Cllr Blyth it was **AGREED** to adopt the minutes of the meeting held on 11 January 2010.

## 6. MATTERS ARISING

- a) **Page 72 Item 11d) Play Builder Grant application.** The Town Clerk advised that £50,000 application for funding would shortly be submitted. The Council were advised of the project details and consultation carried out for this.
- b) **Page 71 Item 10gii) Church Street Toilets.** The Town Clerk reported that she had met with Martin Green, NNDC Property Valuer that day and that the matter was progressing.

## 7. REPORTS

### **Cllr Perry-Warnes Norfolk County Council**

Cllr Perry-Warnes reported on discussions held with the Area Engineer at NCC on street lights. In conservation areas the light columns would be painted black when being replaced. He also reported on the speed reactive sign.

Cllr Bruce Lockhart said that the Holt Planning Group took the view that there appeared to be no method in determining new lighting requirements and suggested that the current programme be held in abeyance until the HPG had looked at the issue as part of their project. Cllr Perry-Warnes said that it was too late to delay the lighting work.

Cllr Bruce Lockhart asked that the Town Council borrow £27,500 to enable more sympathetic conservation style lighting to be installed in the town centre as this would bring public benefit. Cllr Allison said that he opposed the idea as it would only benefit traders in the town. It was **AGREED** to defer the matter until the March meeting so that the Town Clerk could make a report.

Cllr Allison asked what decision had been made on the switch-off of Holt lights. Cllr Perry-Warnes said that he would make enquiries but that the police had indicated that they did not think that the switch-off would affect crime figures.

Cllr Blyth asked why the old lighting columns were being replaced. Cllr Allison said that the columns had reached the end of their useful life and were being replaced with more efficient lamps.

### **Cllr Philip High NNDC**

Cllr High advised that the Thornage Road car park application had finally been approved and that construction work should start in the next few months. The Grove Lane footway assessment had been completed and had been given 42

points, which therefore placed it 19<sup>th</sup> on the list of 415 projects awaiting attention. He did not know when this would be actioned given the current financial restraints.

He had thanked Karl Rand for the work carried out on the Hempstead Road underpass. He had been contacted by the residents of 83 Cromer Road, who were concerned about the Orchard Piece development. They had since dropped their objections and the application had been approved.

Cllr Turner congratulated Cllr High for his efforts in securing planning permission for the new car park.

Cllr Hipperson enquired what was happening on the Edinburgh Road field site. Cllr High explained that the construction of 33 dwellings had been delayed due to a legal challenge. Originally, it had been intended to provide 27 low cost units for rent plus 5/6 part-ownership properties. However, the Victory Housing Trust had now decided that all 33 would be for rent.

**Chamber of Trade** – Cllr Bruce Lockhart reported on the last Chamber meeting attended by Lara Williamson (HAP), Josh Dyball (website) and Sgt. Olby (local policing issues). Membership was slightly up on the previous year. He reported that, after 5 years service, John Lintott would be retiring as Chairman this year.

**Holt Youth Project** – Cllr Allison reported that the new Health Hut would be officially open on Saturday 27 February at 7.00/7.30pm.

**Cllr Prior – Patients Participation Group** – Cllr Prior reported on the last meeting at which it had been decided to look next at the waste of drugs and dispensary services. The next meeting would take place on 8<sup>th</sup> or 15<sup>th</sup> April. Cllr Hipperson asked if Holt would be losing its paramedics.

**Holt Planning Group** – Cllr Bruce Lockhart reported on the HPG meeting held on 1<sup>st</sup> February and the grant application being made through NNCP for funding. A meeting had taken place on 4 February with Mike Jackson and Nick Tupper at NNDC concerning issues relating to the Holt Vision Project. Some funding may be available after the plan had been drawn up for such things as surveys. NCC would send an officer to the HPG meetings. The Steering Group comprised of voting members plus officer representatives (Mark Ashwell and Phil Godwin).

Cllr Allison asked whether the group was looking at Holt in its entirety. Cllr Bruce Lockhart replied that the view of John Mullen was that a holistic approach had to be taken but that it would have to be limited to some extent in its scope. The vision was intended to cover the town centre only and was not a social/welfare study. Cllr Turner said that the study should consider the wider picture and not just the trading centre.

**Holt Community Centre** - Members noted that the next liaison meeting would take place on 16 March at 7.00pm for affiliated members. Centre events were now published in the Chronicle. Cllr Turner congratulated the Community Centre on the range of events being held.

***The meeting was closed at 8.10pm.***

### **PUBLIC QUESTION TIME**

*Ann Thompson drew attention to the lack of lighting on Letheringsett Hill. County Cllr Perry-Warnes would investigate.*

*Ann Thompson also drew attention to issues involving hedge trimming near St. Johns Cottage and lack of gritting on Letheringsett Hill on 17/18 December.*

*Mr Turbet raised the need for a dog bin in the Cley Road area (near the alleyway leading to Little Hills).*

***The meeting was reconvened at 8.25pm.***

### **8. NON GRITTING OF ROADS AND PAVEMENTS IN HOLT DURING RECENT INCLEMENT WEATHER.**

Members were informed of the discussions which took place at the meeting held on 5 February between NCC, NNDC and Holt Town Council. It was **AGREED** to form a working group comprising of the Chairman and Cllrs Turner, Blyth and Allison to formulate a winter plan for future years. This would meet after the information had been received back from the action points raised at the meeting.

### **9. ANNUAL TOWNS MEETING SPEAKER**

Members **AGREED** to invite the Orbital Railway (first choice) and, as an alternative, First Response to send a speaker to this meeting. It was also noted that the police had been invited to the meeting..

### **10. WAR MEMORIAL WORKING PARTY**

Members noted the Working Party Report No.1 circulated with the agenda papers. A further meeting would be held on 10 February at 6.30pm. Attention was drawn to the flower planters which had been pushed to one side by a vehicle. It was hoped that the Memorial refurbishment would be completed this summer and a rededication service would be held to mark that event. A further quote was awaited.

### **11. CORRESPONDENCE**

- a) **Letter from NCC relating to Civil Parking Enforcement Review of Waiting Restrictions TRO'S.** NCC was considering applying to the Secretary of State for powers to become Civil Parking Enforcement Authority (taking over from the Police who are withdrawing). Cllr Bruce Lockhart suggested that the Town Council consider taking on this function. NCC would be asked whether this would be possible.
- b) **Letter from Sheila Oxtoby, NNDC** expressing the view that she hoped that the conveyance of the Church Street toilet site could be concluded in the

simplest and speediest possible terms. The Town Clerk had subsequently written back asking for confirmation of this.

- c) **Copy letter from the Chairman of Holt and District Chamber of Commerce** concerning the problems experienced by the heavy snow fall. Noted.
- d) **Letter from the Holt, Melton Constable and Fakenham Railway Co Ltd.** The letter advised that they continued to promote the Norfolk Orbital Railway and were still seeking funding for the project. Noted.
- e) **E-mail letter from Mr Hill** requesting responses on four issues relating to the running of the toilets. Members noted the correspondence and response to be sent.
- f) **Letter from Mr Gysin** concerning the sale of the Holt Post office. Noted.
- g) **Email from Richard Turbet** requesting that a dog waste bin be provided on the footpath between Mill Street and Little Hills. Noted. Letter to be sent to the Dog Warden.
- h) **Letter from Mr Wagstaff.** Members discussed the letter and it was noted that this gave opinions. Regarding the issue raised in the letter concerning District Councillor participation at meetings, members were happy that there should be District Councillor participation when permitted by the Chairman. The letter would be acknowledged.
- i) **E-mail from Jackie Brooks** confirming that the application to register Candlestick Lane as a Public Right of Way would take about 12 months to determine. Noted.

#### **Correspondence received since the 29 January 2010**

- j) **Letter from Cllr Virginia Gay, Leader of NNDC.** NNDC had written to Norfolk County Council to object to their decision to establish a Norfolk Infrastructure Fund by withdrawing its financial contribution towards the provision of new affordable housing in North Norfolk. Letter requests that the Town Council write in support. Noted.
- k) **Letter from NNDC.** Notification of a Tree Preservation Order on land at Woodlands Close. Noted.
- l) **Norfolk County Council** seeking advise on the ownership of land at the northern end of Peacock Lane.
- m) **Victory Housing Trust** advising that the requests for salt bins at Hales Court and Jubilee Road together with the request for additional lighting at Hales Court would be considered.

- n) **Copy Letter from Sam Weller at Huff & Puff to Sarah Price, Countryside Access Officer** regarding whether the right of way between Warren Road, High Kelling and the Kelling Holiday Park has cycle permitted access. Letter was deferred to the next meeting for consideration.
- o) **NNDC Holt Conversation Area.** Copy of the officer's report to be considered at their meeting on 11 February 2010. Noted.

## 12. ITEMS FOR INFORMATION

Items for Information and action had been detailed in Appendix 1 and the Town Clerk reported the following matters received since the 29 January 2010:

- a) **NCC – Scamnesty 1.** Details of a campaign being held to promote scams awareness in Norfolk.
- b) **National Assoc of Local Councils.** Details of three leadership academies to be run during the year.
- c) **St. Andrew's Christmas Tree Festival.** Notification that £1,054.15 was raised at the 2009 Tree Festival. The amount would be split between the Church and Charities involved.
- d) **Norfolk RCC.** Notification that our annual subscription was now due for 2010/2011.
- e) **TT Jones Electrical Ltd.** Drawing attention to the implications of the WEEE Directive 2007 on recycling on waste luminaries. A disposal levy of £2.00 per lantern would apply with effect from 1 February 2010.

## 13. FINANCIAL MATTERS

- a) **Approve accounts payment – JANUARY.** On a **PROPOSAL** by Cllr Turner, **SECONDED** by Cllr Allison, members **AGREED** the payments (reference Appendix 2).
- b) **Internal Auditors visit.** The Town Clerk reported on her meeting with the Auditor on 27 January 2010.

## 14. PLANNING MATTERS

### 14.1 Planning Applications

- a) **Ref 10/0017 Erection of extension and pitched roof to garage and conversion to provide accommodation at Quietways, 9 Eccles Road.** No objection.
- b) **Ref LA/10/0072 Internal alterations and installation of advertisements at 23 Market Place.** No objection.

c) Ref PF/10/0060 Erection of first floor extension to north and south wings at Britten House, Gresham School, Cromer Road. No objection.

d) Ref PF/10/0080 Erection of three storey dwelling adjacent to 6 Lees Terrace, New Street. No objection but some concern on H & S grounds regarding the installation of a lift.

**14.2 Other planning matters**

**Food Waste Plant. Edgefield** – It was **AGREED** to arrange a site meeting for 24 February 2010 at 11.00am (Chairman and Cllrs Blyth, Baker, Hipperson and Prior to attend).

**18. MEETING DATES** - Town Council Meeting to be held on 8 March 2010.

It was **AGREED** that a Town litter pick would be held on Monday 22 March at 6.00pm.

Members noted that the Annual Towns meeting would take place on 29 March 2010.

There being no further business the meeting closed at 9.20pm.

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**Chairman**

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**Date**