

## **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<sup>th</sup> August 2011 at Holt Community Centre.**

**PRESENT:** Cllr B Payne (Chairman), Cllrs Allison, Blyth, Hipperson, Moore, Prior, Read, Roberts, Traynier, Turner and Cllr Wright  
Di Dann, Town Clerk  
PCSO Rachel Howard was in attendance (to Item 4)  
8 members of the public

#### **1 APOLOGIES FOR ABSENCE**

Apologies were received from Cllr D Baker (family reasons), Cllr Batey (holiday), NNDC Cllrs Philip High and Mike Baker.

#### **3 TO RECEIVE DECLARATIONS OF INTEREST**

There were none.

#### **4 TO RECEIVE A REPORT FROM THE SAFER NEIGHBOURHOOD TEAM MEMBER**

There had been 74 calls to police in the last month of which 10 had resulted in crimes. This compared with 7 crimes for the same period last year. There had been 4 crimes of theft, 1 burglary other than dwelling, 2 assaults, 1 criminal damage, 2 frauds. The SNAP meeting would take place on Wednesday 14<sup>th</sup> September at 7.00 p.m. at Holt Youth project and priorities until that meeting remained parking in Holt and increase of theft in the area. The Holt Festival had passed without any incidents being reported to local officers and the first two weeks of the school summer holidays had been quiet with limited reports of anti social behaviour in the town.

PCSO Howard advised that the recent bank robbery was now being investigated by CID. It was noted that this had not been reported in the paper until 10 days after the event. There had been small thefts – a toilet seat - at the Church Street Toilets during the Festival when the toilets had been kept open late owing to events being held at the Church.

#### **5 ANNOUNCEMENTS BY THE CHAIRMAN**

The Chairman advised that he had attended the Summer Reception of the new Chairman of the County Council. He had also attended the NCC Highways meeting at Lodge Corner arranged in July by Cllr Perry Warnes.

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

On a proposal by Cllr Blyth the minutes were **AGREED** as a correct record and signed by the Chairman.

### **6.1 Matters Arising** (for information and not included on the agenda).

Page 283 7.1 Clothes Bank. The Town Clerk advised that she had made contact with the Head Teacher concerning the provision of a clothes bank. There was now a Salvation Army clothes bank on the Albert Street Car Park which the school would be pleased to promote.

Page 246 12.5.4 Winter gritting. The Chairman, the Town Clerk, and NNDC Cllr Baker had met with the Property Manager of NNDC to discuss the servicing of the District Council Car Parks during the winter months. The Chairman had asked that the Kier Street Sweeper should be asked to grit the car parks when the weather was too bad to do the street sweeping. There was also the possibility of having more grit bins in the car parks.

## **7 REPORTS**

**7.1 North Norfolk District Council.** There was no District Council Report other than the information received from Cllr High which related to H01. This information was that there was to be a public exhibition arranged by NNDC for the planning application.

**7.2 Norfolk County Council.** Cllr Perry Warnes advised that he was very pleased that the County had agreed to fund a reactive sign on the Norwich Road. This could be in place by October. There had been 4 other sites visited on 15<sup>th</sup> July and all would receive some further safety measures. There was a request to Cllr Perry Warnes to provide a schedule of verge cutting by the County – some appeared to have been done others not. Members had received a negative reply from County Council in respect of their recent request to extend the 30 mph to the Country Park but Cllr Perry Warnes noted that there was a footpath from Charles Road to the Country Park.

**7.3 Holt Youth Project.** Cllr Read advised that HYP had arranged regular events throughout the weeks of the summer holidays. There had been a recent Tea arranged for the 1960's Club and there would be a trip to Dover Castle for the youngsters. A recent fund raising effort in Budgens had raised £253 for essential repairs to the HYP mini bus.

**7.4 Patients Participation Group.** Cllr Prior advised that the next meeting would be this Thursday. The Group was waiting to hear about ambulance services for the immediate area. One recent incident had involved an hour long wait for an elderly lady following a fall. A letter would be sent to see if a service could be reinstated in Holt, operating from the Police Station.

**7.5 Holt Chamber of Trade.** The Town Clerk advised that the Chamber did not meet in August.

**7.6 Holt Community Centre.** Cllr Roberts advised that the Beer Festival would take place on 2<sup>nd</sup> and 3<sup>rd</sup> September and there was also a Societies Fayre on 17<sup>th</sup> September.

**7.7 Holt Festival.** Cllr Prior advised that the week had gone very well and the financial broadcast was awaited. Several events had sold out. The Festival Committee acknowledged that they would need to do better with parking signage. Children's' events, which had been free, had sold out and they were looking for future ideas. The opening Festival Service at St Andrews was considered a splendid event.

**7.8 The Town Clerk's Report.** The Clerk advised that she had been involved with the scoring of 10 expressions of interest for the tender documents for the research and work involved for the Holt Vision Project. 4 organisations had been selected and interviews would take place this coming Friday at Holt Hall Stable Rooms. It was expected that the Vision Project would start in September and conclude with a report in December.

The meeting closed at 7.36 p.m.

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

***Mrs Fell*** Thank you to Cllr Perry Warnes re Norwich Road reactive sign. Repeater signs still needed and 30 mph further out from town.

***Mr Wharfe*** Advised of letter concerning H01 site. Concerns at additional traffic onto Cley Road and problems of New Street.

***Mr Burden*** How would lorries access building site for H01.

***Mr Hagon*** Planning application re Greenways. No permission from the owner of the wall to breach it; questioned toilets and smoking area; questioned 29 lights in the site.

The meeting re-opened at 8.00 p.m.

**8. CORRESPONDENCE (enclosed)**

**8.1 E Mail from Victory Housing Trust (VHT) concerning Lodge Close.**

The letter was received following complaints made on behalf of residents at the Close. Since then a further letter had been written to VHT concerning the cutting of grass on the play area at the new development.

**8.2 E mail from Mazars External Auditors.** This was a request to answer queries raised by a parishioner concerning the 2010/11 account. This related to several issues, specifically the receipts and payments in respect of the purchase and renovation of the Church Street Toilets. All queries had been answered directly to the Parishioner. (see Financial matters)

**8.3 E mail from Cllr Perry Warnes and letter from NCC Highways concerning Norwich Road.** It was noted that a reactive sign was to be installed. Norwich Road from Lodge Corner onwards to the Country Park, was considered to be a rural road (determined by the number of driveways and properties rather than traffic volume) and would therefore not be considered for a 30 mph extension.

**8.4 Copy letter from NCC in reply to a resident's concern regarding Grove Lane.** It was noted that the resident's letter had been considered at the last month's meeting). It was noted that a traffic survey was being undertaken in Grove Lane for the possibility of a pavement installation.

**8.5 Letter from a resident concerning a tree adjacent to property on land owned by NCC.** The Town Clerk advised that she had written to NCC on behalf of the resident.

**8.6 Letter from a resident concerning overhanging hedges along Cromer Road.** The Town Clerk would contact property owners.

**8.7 Letter from Hunstanton Town Council regarding the planned incinerator on the outskirts of Kings Lynn.** This was noted.

**8.8 Letter from Ortona Ltd** regarding pigeon problems for properties in the High Street. Noted that the Pigeon Club was unwilling to help again with this problem for fear of retribution. The Town Clerk advised that recently Kier had cleared the dung from the alleyways, but a letter would be sent to NNDC asking for control of the problem.

**8.9 E mail from a visitor who had had a disappointing visit to Holt.** Noted that this was during Festival week when parking had proved extra difficult.

**8.10 Other correspondence received since 29<sup>th</sup> July 2011**

8.10.1 Copy letter from the Chief Executive of the Planning Inspectorate to NNDC dated 21<sup>st</sup> July concerning H01. No further correspondence was available on the matter. It was noted that the development would still proceed.

8.10.2 Letter from residents of Pearsons Road concerning the impact of traffic on Pearsons Road should H01 progress. This was noted.

**9. ITEMS FOR INFORMATION (Appendix 1)**

9.1 These were noted.

9.2 Other Items for Information received since 29<sup>th</sup> July 2011

9.2.1 Norfolk Playing Fields Association Summer Newsletter

9.2.2 Sheringham Shoal Spring Newsletter

9.2.3 Voewood Festival 27<sup>th</sup>-29<sup>th</sup> August 2011

9.2.4 NNDC Notice of review of Polling District, Polling Places and Polling stations. Representations to be made by 5<sup>th</sup> September 2011

9.2.5 Royal Horticultural Society The letter promoted the benefits of the "In Bloom" campaign

9.2.6 VHT Forms for the North Norfolk Community Hero award for 2011

**10 FINANCIAL MATTERS**

10.1 Approve Financial Statement – JULY (Appendix 2) The Statement had been tabled.

On a **PROPOSAL** by Cllr Turner the Statement was **AGREED**.

10.2 . The Town Clerk explained that tabling the Statement ensured the bank reconciliation could be completed but members asked to receive Financial Statements with Agenda papers and not tabled. Reconciliations would continue to be presented for all accounts quarterly.

10.3 Cllr Allison raised the matter of the purchase of a trailer and ramp for the tractor. This would cost £665 leaving a balance in the budget of £153 for machinery maintenance. On a **PROPOSAL** by Cllr Turner this was **AGREED**

10.4 The Town Clerk would be attending the SLCC Regional and National Conference which she would fund herself but asked that the account could be addressed to Holt Town Council. She would refund the net amount. On a **PROPOSAL** by Cllr Turner this was **AGREED**.

**11. PLANNING MATTERS (Appendix 3)**

11.1 Planning Applications were discussed and decisions were noted

11.2 Noted that the planning Application for Change of Use in Stable Yard had been withdrawn.

**12 MEETING DATES - Next Town Council Meeting Monday 12<sup>th</sup> September 2011**

**13. CLOSE THE MEETING FOR AN ITEM OF CONFIDENTIAL MATTER**

On a **PROPOSAL** by Cllr Allison the meeting was closed.

14. Cllr Allison would contact Mr R Copas Governor of Greshams concerning the use of the Greshams Field.

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

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Chairman

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