



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

**PRESENT:** Cllr B Payne (Chairman), Cllrs Allison, Batey, Blyth, Hipperson, Moore, Prior, Read, Roberts, Traynier, Turner and Cllr G Wright (from Item 9).

Di Dann, Town Clerk

NNDC Cllr P High; PCSO Jason Ford and PCSO Guy Slade were in attendance (to Item 4) EDP Reporter

3 members of the public

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

Apologies were received from Cllr D Baker (family reasons), NCC Cllr J Perry Warnes.

#### **2 TO RECEIVE DECLARATIONS OF INTEREST**

There were none.

#### **4 TO RECEIVE A REPORT FROM THE SAFERNEIGHBOURHOOD TEAM MEMBER**

There had been 84 calls to police in the last month of which 16 had resulted in crimes. This compared with 26 crimes for the same period last year. There had been 10 crimes of theft, 1 assault, 4 criminal damage, 1 theft from motor vehicle. The SNAP meeting had taken place on 22<sup>nd</sup> June and priorities set were: 1. Increase of thefts in the area 2. Parking in Holt (particularly the New Street and High Street junction). There had been recent vandalism to the coin box of the BT phone box near to the Millennium Bus Shelter. The Chairman advised that litter in the bus shelter was again a problem. There was an opportunity for the Police to issue fixed penalty fines once a warning had been given. It was also noted that there was parking on junctions in Coronation Road and the Police were asked to look at this. The Town Clerk advised of concerns at the recent Chamber of Trade meeting about the broken shop windows and the Police were also paying attention to this. The next SNAP meeting was 14<sup>th</sup> September at 7.00 p.m. at Holt Youth Project.

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

The Chairman had attended the Larger Councils meeting at Dereham in June with the Town Clerk. The main speaker had been NCC with discussion on the possible local takeover of County Council responsibilities.

## 6 MINUTES OF THE TOWN COUNCIL MEETING HELD ON 13<sup>th</sup> JUNE 2011

On a proposal by Cllr Read the minutes were **AGREED** as a correct record subject to the inclusion under Item 8 that Cllr Prior “was not happy with the presentation”. (This related to the H01 exhibition). The amendment was **PROPOSED** by Cllr Batey and **AGREED** by members.

**6.1 Matters Arising** (for information and not included on the agenda). There were none other than the Town Council had now received details from NCC of their responsibilities in the town. This had been mentioned by the Chairman in Item 5.

## 7 REPORTS

**7.1 North Norfolk District Council.** Cllr High advised that the Exception Site meeting had now been arranged with the NNDC officers. Nominations for the Graham Allen Award were currently being considered with Lodge Close being one nomination. The Police had dropped their objections to the Adnams request for a licence at the Old White Lion Pub. He had attended another meeting with Landform who had advised that 170 people had attended the recent H01 exhibition with 70 forms being returned from the consultation undertaken at that exhibition. He was now expecting the outline planning application in August. He and NNDC Cllr M Baker would be meeting the land owners of the LDF site on the south of the by-pass on 12<sup>th</sup> July.

The Holt Community Centre was being considered for an Environmental Award and the winners would be announced at the Green Build event in September at Felbrigg Hall. He also advised that he had been elected onto the Shadow Cabinet.

Following an enquiry about a clothes bank in the town the Town Clerk advised that she had made contact with the Salvation Army without reply. She was asked to discuss the matter with the Head teacher of the Primary School. Cllr High would look into the possibility of the Town Council being delegated the power to deal with fly post removal.

**7.2 Norfolk County Council.** Cllr Perry Warnes had sent an e mail which was read by the Town Clerk. This concerned faster Broadband. This included an assurance that NCC were doing all it could to bring faster broadband to the town. An assurance had been received from Fiona McDiamid the Assistant Director of Economic Development that further development was on schedule. Cllr Batey advised that he had asked Cllr Perry Warnes to help move this matter along.

Cllr Perry Warnes had also advised that bus passes were valid after 9.30 a.m. This arises from the government grant being reduced. He had also arranged a site meeting on 15<sup>th</sup> July at Lodge Corner to discuss safety improvements with the Safety and Camera Partnership and County Council Officers.

**7.3 Holt Youth Project.** Cllr Read advised that HYP was working with other agencies to see if they could undertake accredited courses. They had a programme of events in the summer holidays including camps, first aid course and a sports programme. An event was being held at the Community Centre at a charge of £10

to raise funds for the Project. This was a presentation given by the Station Commander at RAF Marham.

**7.4 Patients Participation Group.** Cllr Prior advised that Norman Lamb MP was looking into the movement of the paramedics and the issue of response times. The new Pharmacist had now resigned but they were interviewing for a replacement.

**7.5 Holt Chamber of Trade.** The Town Clerk advised that the recent meeting had been very concerned about the spate of broken windows. Some new shops would be opening in town.

**7.6 Holt Community Centre.** Cllr Roberts advised that a new Activities Sheet had recently been circulated to all householders

**7.7 Holt Festival.** Cllr Prior advised that 5 shows had now sold out and 3 were very near to being full. The Festival was now in its third year and gaining momentum.

**7.8 The Town Clerk's Report.** The Clerk advised that she had been involved with further developments in the Vision Project. A date and arrangements for the scoring of the potential organisations to undertake the work had been arranged for early August and the interview would take place 2 weeks later. 11 organisations had expressed an interest and it was expected that the scoring process would reduce this to 4 potential organisations.

The meeting closed at 7.36 p.m.

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

*Mr Fell* Authorised car park needed and an extension on the 30 mph sign to the Country Park

*Wendy* Criticised letter written by Clerk concerning problems of the Norwich Road  
The meeting re-opened at 7.50 p.m.

**9. CO-OPTION**

The Chairman advised that there had been one application. On a **PROPOSAL** by Cllr Blyth it was **AGREED** to co-opt Mr Gary Wright onto the Council.

**10. CORRESPONDENCE (enclosed)**

**10.1 Reply from Royal Mail** advising of the pending closure of the Holt delivery office. This had been circulated to members but since this letter a further letter had been received from Royal Mail advising that they would now not be closing the office next year. The Chairman advised that considerable efforts had been made by several parties in this matter. Vigilance would need to be kept.

**10.2 Letter from Norman Lamb and copy letter from NCC Highways regarding the speeding along Norwich Road.** The letters had been circulated to members and was noted. The Town Clerk advised that The Police were arranging the meeting with the officers concerned and the residents.

**10.3 Letter from resident concerning inadequate play equipment at Neil**

**Avenue.** It was noted that this was an NNDC play area. There was discussion on the inadequacy of play equipment in the town particularly for 6 year olds and upwards. It was hoped that a S106 benefit would be received for the King George Playing Field. It was acknowledged that there was good equipment at the Country Park but this involved driving or walking along a very busy road

**10.4 Letter concerning the parking at the cottage at Little Hills.** (formerly the Checkley's cottage). This was noted and the continuing problems of vehicles parking in this area. No reply had been received from the owner of the cottage to the Town Council's letter. It was **AGREED** to progress registration of Little Hills and the particular parking area in question. The Town Council had maintained all of this area for many, many years.

**10.5 Other correspondence received since 1<sup>st</sup> July 2011**

10.5.1 Letter from residents of Kerridge Way asking for a dog bin on Letheringsett Hill near to the Common Gate. It was **AGREED** to consider this at the budget time, although there were concerns about the costs involved and it was noted that other requests had been made for a bin on Little Hills which had not been progressed.

10.5.2 Letter from residents of Shrubland Court. The residents were asking if the Cemetery gates could be opened. A reply had been sent advising that the gates were unlocked on a Sunday but there was concern about opening them. An article would be included in the free paper on this matter.

10.5.3 NCC Planning Performance and Partnership Team. Details of the cost of services provided by NCC in Holt had been received. This would be reviewed.

10.5.4 Fields in Trust. An invitation to name the King George the V Field Queen Elizabeth Field. This would not be progressed

10.5.5 Play Inspection Report of the King George V Field. This would be read and matters requiring attention would be progressed.

10.5.6 Copy letter from NNDC Cllr M Baker. The letter expressed concern at the development in respect of the size of the refuse vehicles now being used by the Waste Contractor.

10.5.7 Letter from a resident of Pearson Road concerning yellow lines and speeding traffic. The Town Clerk would advise that a survey is currently being carried out by NCC in respect of a pavement on this area. It was also noted that residents had turned down an offer for yellow lines 2 years ago.

**11. CONSIDER PROPOSAL TO REQUEST NCC TO EXTEND THE 30mph LIMIT TOWARDS THE COUNTRY PARK**

On a **PROPOSAL** by Cllr Hipperson it was **AGREED** to write to NCC Highways to ask that this should be carried out for and should also include erection of 30 mph repeater signs along the road. The dangers of people going to the Country Park were of concern.

**12. AGREE ENTRY TO NORFOLK AWARDS 2011**

It was **AGREED** to enter the town for the award.

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

13.1 These were noted.

13.2 Other Items for Information received since 1st July 2011

13.2.1 Traffic Regulations for the town. It was noted that the recent advertisement did not involve new sections of the town but was a “tidying” up of present traffic orders.

13.2.2 Norfolk Waste Research Group. Request to respond to the Planning Application regarding the proposed incinerator at Kings Lynn. This was noted

**14 FINANCIAL MATTERS**

14. 1 Approve Financial Statement – JUNE (Appendix 2 )

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

14.2 The Internal Control Officer had recently undertaken an inspection of the accounts.

14.3 On a **PROPOSAL** by Cllr Moore, Internal Control Officer, it was **AGREED** to raise the level of the Petty Cash to £100. This would allow for the purchase of petrol for the mowers.

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

15.1 Planning Applications were discussed and decisions were noted

15.2 Norfolk Minerals Consultation on revised issues and options. Noted that the 3 sites for Minerals were now included in the plan. These were too near to the town and following a **PROPOSAL** by Cllr Batley objections would be raised to the two northerly sites.

**15 MEETING DATES - Next Town Council Meeting Monday 8<sup>th</sup> August 2011**

There being no further business the meeting closed at 9.00 p.m.

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Chairman

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Date