



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 11th April 2011 at Holt Community Centre.

PRESENT: Cllr B Payne (Chairman), Cllrs Allison (Vice Chairman), Baker, Batey, Bruce Lockhart, Blyth, Cunliffe, Hipperson, Moore, Prior, Roberts, Traynier and Turner (from Item 5).

Di Dann, Town Clerk; Sgt. Helen Howes (up to Item 4); EDP Press Reporter
7 members of the public

1 APOLOGIES FOR ABSENCE

Apologies were received from Cllr Batey. Apologies had also been received from NNDC Cllrs M Baker and P High, NCC Cllr J Perry Warnes.

2 TO RECEIVE DECLARATIONS OF INTEREST

Declarations were made by Cllr Allison (Prejudicial Interest Financial Matters Item 12 – payment to Company)

3 REPORT FROM THE SAFER NEIGHBOURHOOD TEAM

It was noted that 55 calls had been made to the Police in the last month with 10 resulting in crimes. 13% reduction noted, in crimes reported at the same period last year. Crimes included 2 thefts, 2 burglaries other than dwellings, 3 drug offences, 2 assaults and 1 criminal damage. 50% of these 10 crimes had been detected and offenders dealt with by way of charge or caution. SNT priorities were currently youth engagement and underage drinking. The next SNAP meeting was on 20th April at Holt Youth Project from 6.30 p.m. for public. Lead thefts were continuing to be a problem and Sgt Howes advised that smart water could be put on lead to aid with suspect identification. Garden thefts were also a problem with people leaving tools and equipment unattended in gardens.

4 CHAIRMAN'S ANNOUNCEMENTS

The Chairman advised that he had attended the Civic Service at Loddon for the retiring Chairman of the County Council. He had attended the First Impressions Launch event for the Holt Society at Greshams on Friday. He had assisted with the Litter Pick held on 29th March and advised that 38 bags of rubbish had been collected and he thanked everyone involved in this.

4 MINUTES OF THE TOWN COUNCIL MEETING HELD ON 14th MARCH 2011

On a **PROPOSAL** by Cllr Hipperson **SECONDED** by Cllr Roberts 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 other than the matter relating to Flashing Speed signs

Parish Councils had been asked about flashing signs and it was noted that in North Norfolk 23 responses had been received advising of 21 flashing signs. 1 of these had been funded privately ; 1 as a S106 benefits; 5 jointly between the Town or Parish Council and the County Council; 13 had been funded by the County Council alone. Of the 13, most were on main roads, near to schools or in accident spots.

6. REPORTS

6.1 Norfolk County Councillor (NCC) Cllr John Perry Warnes had sent a report to advise that road resurfacing was due to start on 12th April. A flashing sign had been sited on the Norwich Road.

6.2 North Norfolk District Council (NNDC) It was noted that Ernie the Street Sweeper had now left the town to work for Kier in Cromer and his replacement was Mr P Braes. The Town Clerk was asked to write a letter of thanks to Ernie . Mr P Braes was due to work 7 days a week. It was reported that Kier had experienced some staffing difficulties in the last few days. (Kier was the new company who had recently taken over the Waste Contract for the District Councils of North Norfolk and West Norfolk)

6.3 Chamber of Trade. Cllr Bruce Lockhart advised of the recent Chamber AGM John Lintott the Chairman had given quite an upbeat talk and Lara Williamson the Holt Area Partnership Officer had talked about the Partnership and Holt Hall. The new Town Guide was due to be published next week.

6.4 Holt Youth Project. Cllr Allison had no report

6.5 Patients Participation Group. Cllr Prior advised that the pharmacy was now open and anyone belonging to the Holt Doctors Practice had a free choice as to where they collected their prescriptions. The PPG had written a further letter to the PCT concerning the paramedic.

6.5 Holt Community Centre. Cllr Roberts advised that the cavity wall insulation and the solar panels had now been completed. A display panel was awaited on the front of the building to see the amount of solar power which was being

generated. The Committee was looking for volunteers to help with all the fund raising activities at the Centre. People were encouraged to go and see Freda, the Centre Administrator.

6.6 Town Clerk's Report. The Town Clerk advised that work on the new Holt

Guide had recently been completed. With the progression of the Holt Vision Project two working parties had been set up to explore various things which would need to be included in the commissioning. The Town Council would be considering urban issues relating to civic spaces. People were welcome to contribute to this or to join the working parties. There would be one further meeting prior to submitting drafts for consideration by the Vision Panel towards the end of May.

The meeting closed at 7.35 p.m.

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

A resident of Norwich Road advised that a flashing sign and a think 30 mph sign had assisted in slowing the traffic down. He would like to see the temporary flashing sign being retained and also to see the 30 mph sign nearer to Holt Country Park.

Resident of Cley Road advised of concerns relating to HO1 development and the amount of traffic this would generate; the potential featureless appearance of the new development; 45 % affordable homes would not be for local people.

Resident of Cley Road expressed concern at the likely increase traffic in Cley Road and New Street, and questioned why cars were parked on Letheringsett Hill.

Cllr Bruce Lockhart was concerned and suggested vigilance was important and also he also advised that the Vision Project would confront such issues

The meeting reconvened at 7.55 p.m.

7. ADOPTION OF THE SPOUT HILLS COMMITTEE MINUTES of 22nd March 2011

On a **PROPOSAL** by Cllr Prior the minutes were adopted.

8. HIGH SPEED BROAD BAND FOR HOLT

The Chairman advised that a meeting had now been arranged with BT for the

20th April, 2011.

9. CORRESPONDENCE

- 9.1 Letter from a resident of Cley Road concerning the increase of traffic in Cley Road arising from H01. This was noted. It had not been the site which the Town Council had supported.
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- 9.3 Letter from NC Highways Project technician concerning Grove Lane . The letter advised of a feasibility study for a possible footway along Grove Lane. Several design options were being considered.
- 9.4 Correspondence received since close of agenda:
 - 9.4.1 Letter from a visitor from Lincoln. It advised how clean the town was and also how good the Church Street Toilets were.
 - 9.4.2 Letter from resident who had difficulty in negotiating pavements where there was no dropped kerbs. The Town Clerk would write to NCC concerning this matter.
 - 9.4.3 Copy letters from NNDC Cllr M Baker concerning S 106 benefits; Lodge Close and problems being experienced during the development of the site for affordable homes; reply from Mark Ashwell Planning Policy Manager at NNDC in relation to Cllr Bakers' letter concerning S106 benefits.
- 9.5 Letter from NCC Footpath Definitive Map Officer. The letter advised that 2.5 metre width would be considered by the Property Panels Committee meeting late that afternoon as the dedication route along the railway line footpath. The Town Clerk had written to the Property Panel Chairman to ask that all the required information was forwarded to the Car Park developer. The matter of the footpath was interlinked with the progress of the car park.
- 9.6 Letter from the Armed Services Chief of the Defence Staff advising of it being Armed Forces day on 25th June. People were encouraged to fly their civic flags.

10 ITEMS FOR INFORMATION (Refer Appendix 1)

- 10.1 There was no comment
- 10.2 To report other items received since 1st April 2011:
 - 10.2.1 NNDC GIS Co-ordinator. Details of the new mapping Agreement with Ordnance Survey. It was noted that we were eligible to join the new 10 year national mapping agreement between Ordnance Survey and public bodies (This is known as the Public Sector Mapping Agreement - PSMMA)
 - 10.2.2.Norfolk ALC Copy of Norfolk Link March 2011 Issue 182 here was also details of the Dept. for Communities and Local government consultation on Audits.

10.2.3 NNDC Local Development Framework. A letter had been sent to confirm that the new Core Strategy Policy for the Conversion and re-use of Rural Buildings as Dwellings had been approved along with the Site Allocations Document and the Proposals Map

10.2.4 Letter from Mrs Dawson thanking the Council for their card.

10. FINANCIAL MATTERS

10.1 Financial Statement for March (Appendix 2)

On a **PROPOSAL** by Cllr Turner **SECONDED** by Cllr Traynier the financial statement was agreed subject to additional receipt from HMCE and the war Graves Commission. Noted that the Standing Order from Initial had not gone through the bank in March as expected.

10.2 Draft Bank Reconciliation to year end presented It would be confirmed at the next meeting along with the year end accounts.

10.3 Repair work to lights in Cley Road and Hempstead Road were **AGREED**. Quotes had already been obtained.

10.4 Noted that Mazars had forwarded the Annual Return for the year ended 31st March 2011

11 PLANNING MATTERS

11.1 To consider Planning Applications (refer Appendix 3)

11.2 To note Decisions concerning planning applications (refer Appendix 3)

12. CHAIRMAN'S SUMMARY OF THE COUNCIL'S TERM OF OFFICE (May 2007 – May 2011)

The Chairman thanked members for their support in the last 4 years. Projects and interventions were noted as follows: Quality Status Award, EDP Pride in Norfolk Award Winners 2009; Consultation relating to the LDF (ongoing since 2006); Church Street toilets (ongoing since 2006 and the project saving the community some £15000); working with the British Legion to refurbish the war memorial; refurbishment of Blind Sam; order placed for the refurbishment of the Obelisk; instigating Holt Honours Awards; Spouts Common Management, erection of bridge and pond refurbishment; inclusion of Candlestick Lane on the Definitive Map as a Restricted Byway; New IT in the office; pursuing Affordable housing; Holt Vision project; management plan for the cemetery; new Holt Guide; BT broadband; Peacock Lane pursuit for funding for play area; support through donations to at least 5 organisations in town; supporting the much needed Holt Car Park.

He advised the meeting that there would be no election for the Town Council.

13. MEETING DATES - Next Town Council Meeting

Annual Town Council meeting Monday 9th May 2011

**14. TO CONSIDER A RESOLUTION UNDER THE PUBLIC BODIES
(ADMISSION TO MEETINGS ACT 1960) TO EXCLUDE MEMBERS OF
THE PUBLIC**

Following a **PROPOSAL** by Cllr Turner it was agreed to exclude members of the press and public concerning a contractual matter.

15. Toilet Cleansing Contract 2011 - 14

Noted that Kier had been appointed.

16. Land on edge of Spouts Common.

Property owner adjacent would be asked to remove barbed wire and site along position of original fencing.

There being no further business the meeting closed at 8.40 p.m.

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Chairman

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Date