



# HOLT TOWN COUNCIL

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Minutes of the Annual Town Council meeting held on Monday 13th May 2019 at Holt Community Centre.  
Declarations of office were duly signed as Councillors entered the meeting

	<b>PRESENT</b>	<b>ACTION</b>
	<p>Cllrs Prior (Chair), Baker, Batey, Curley, Moore, Payne, Philo, Smith, Traynier, Tribe, Williams, Wilson &amp; Wright</p> <p>Elaine Oliver Town Clerk</p> <p>Cllr Butikofer NCC</p> <p>20 members of the public</p>	
1	<p><b>TO RECEIVE PROPOSALS FOR THE ELECTION OF MAYOR</b></p> <p>Cllr Traynier proposed Cllr Payne for Mayor, seconded Cllr Moore 6 to 7 against</p> <p>On a <b>PROPOSAL</b> by Cllr Baker, <b>SECONDED</b> by Cllr Tribe, Cllr Smith was elected as Mayor for the coming year. 10 to 3 for</p> <p>Cllr Smith was duly voted in as Mayor. Cllr Smith thanked his fellow councillors for voting and thanked the public. He stated there was a clear message that change was wanted and he wants to work as a team.</p>	
2	<p><b>TO RECEIVE PROPOSALS FOR THE ELECTION OF DEPUTY MANOR</b></p> <p>On a <b>PROPOSAL</b> by Cllr Wilson <b>SECONDED</b> by Cllr Traynier, Cllr Wright was elected Deputy Mayor for the forthcoming year.</p>	
3	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>Cllr Georgie Perry-Warnes PC Gower-Smith</p>	
4	<p><b>TO CONSIDER REQUESTS FOR DISPENSATIONS FROM THE RESTRICTION ON PARTICIPATING IN THE DISCUSSION OR VOTING ON A MATTER IN WHICH A MEMBER HAS A DISCLOSABLE PECUNIARY INTEREST</b></p> <p>The following declarations were made. Cllrs Baker &amp; Payne mentioned in payments, agenda item 23</p>	
5	<p><b>TO RECEIVE A REPORT FROM THE SAFER NEIGHBOURHOOD TEAM MEMBER AND THE POLICE IF AVAILABLE</b></p> <p>No report available.</p>	
6	<p><b>ANNOUNCEMENTS BY THE MAYOR</b></p> <p>No further comment</p>	
7	<p><b>AGREE THE FOLLOWING MINUTES</b></p> <p>7.1 <b>Town Council Meeting held on 8 April 2019</b> Proposed by Cllr Payne seconded by Cllr Prior, unanimously agreed.</p>	
8	<p><b>MATTERS ARISING if any (for information and not included on the main council agenda).</b></p> <p>It was asked if any further information had been forthcoming about the pavement in Star Plain/Fish Hill, outside the carpet shop, which has been blocked by scaffolding. Cllr Prior reported that she has had no result from the email to NNDC</p>	
9	<p><b>APPOINTMENT OF MEMBERS TO SERVE AS TOWN COUNCIL REPRESENTATIVES ON LOCAL ORGANISATIONS AND COMMITTEES AND FORMATION OF OWL TRAIL COMMITTEE &amp; INDUSTRIAL LAND STEERING GROUP</b></p> <p>On a proposal by Cllr Traynier, seconded by Cllr Wright, the attached was agreed</p>	
10	<p><b>REVIEW TERMS OF REFERENCE FOR</b></p> <p>10.1 <b>SPOUTS</b></p> <p>10.2 <b>NEIGHBOURHOOD PLAN</b></p>	

	<p><b>10.3 CAR PARK WORKING GROUP</b> On a <b>PROPOSAL</b> by Cllr Batey, <b>SECONDED</b> by Cllr Wright the above were reviewed and agreed.</p>	
11	<p><b>REPORTS</b></p> <p><b>11.1 Police</b> No report available. It was reported that there had been a spate of vandalism in the church.</p> <p><b>11.2 Norfolk County Council</b> Cllr Butikofer reported the following</p> <ul style="list-style-type: none"> <li>● It is quiet in NCC, at the moment</li> <li>● Attended a meeting of the Wasps</li> <li>● NCC have acknowledged there is a climate concern and there is a policy of works adopted to be taken forward.</li> <li>● Lorne Green is reconsidering taking over fire service and if he will retire.</li> <li>● NCC has changed from committee to cabinet, this means that the portfolio holders can't be questioned</li> </ul> <p>Cllr Wright reported that when walking dogs from the steps to the Runton pool at the far end of the railway line, he found 24 beer bottles. He wondered how the car got there and found that from Valley Lane you can get access to this land from the railway line. He was concerned that this could be a good spot for fly tipping.</p> <p>Cllr Williams reported the trees on Peacock Lane are suffering from Dutch Elm disease. It was reported that this is being looked at.</p> <p><b>11.3 North Norfolk District Council</b> Cllr Baker reported the following</p> <ul style="list-style-type: none"> <li>● Thanked everyone for electing him</li> <li>● NNDC has identified, unanimously, that climate change is an emergency.</li> <li>● The Local plan is out for consultation</li> <li>● 11,000 more houses and 2000 affordable homes are proposed.</li> <li>● The plan looks at where housing and employment etc is going</li> <li>● Corpusty and Saxthorpe have got their NP done</li> <li>● There was an NHS long term plan meeting held but only 3 people turned up.</li> <li>● The proposed care home was rejected on officers' recommendations, but this doesn't stop the need for a care home and we don't want it to slip through our fingers.</li> <li>● We must try and get a care home working on and getting parties to talk to each other</li> <li>● Pleased to report that a meeting was held, to discuss the metal storage box on the allotments, with the allotment society and residents and they got a solution that suited everyone.</li> </ul> <p><b>11.4 Holt Chamber of Trade</b> Cllr Wilson gave the report, main points as follows</p> <ul style="list-style-type: none"> <li>● He has been working with chamber of commerce for about a year, trying to actively encourage trading part to communicate with each other internally and externally.</li> <li>● Changes are needed,</li> <li>● Lots of work has been done and is being done</li> <li>● 30/35 people meet regularly</li> <li>● Try to find out what people want for the town and what they want it to look like</li> <li>● Formed a database of people in the town, aiming to give .</li> <li>● Embarking on new branding that can be used by individuals</li> <li>● A presentation was held to discuss the £26,000 MTI grant</li> <li>● Next meeting is on 29<sup>th</sup> May, at 5.30</li> </ul>	

	<ul style="list-style-type: none"> <li>• 1<sup>st</sup> draft of website looks good.</li> <li>• There have been various mini presentations from people</li> <li>• In collaboration with Holt Festival and Love Holt there is going to be a free day of events on the opening day 21.7</li> <li>• Love Holt will be launched at this event, and start the database of people who love the town to actively promote Holt</li> <li>• Need to communicate better because it is still a little splintered</li> </ul> <p><b>11.5 Holt Youth Project</b> No report available</p>										
	<p style="text-align: center;"><b>PUBLIC SPEAKING TIME – Limited to 15 minutes (Three minutes per person)</b></p> <ul style="list-style-type: none"> <li>• Would like microphones to hear what is going on in Council.</li> <li>• Delighted at attending a warm and inclusive meeting with everyone working together amicably</li> <li>• Thanked everyone who has worked hard in the past now to drive forward</li> <li>• Dog bin needed on Spout Hills, the existing bin is used by revellers for cans etc <i>To be put on the agenda, may be useful to be placed Letheringsett Hill entrance</i></li> <li>• Why were the toilets in Church Street shut last Bank Holiday <i>Problems with the drains that had to be unblocked</i></li> <li>• A resident concerned about enforcement at his archery site, he has had an enforcement notice to take all equipment off site.</li> <li>• Welcomed Cllrs to go and have a look at the site and give their support.</li> <li>• He is trying to talk to NNDC</li> <li>• Felt he may have to sell the site which would be to the detriment of Holt.</li> </ul> <p>Cllrs Batey and Moore went to have a look at the site and acknowledged it was a help to disabled people and people with mental health issues.</p>										
12	<p><b>CORRESPONDENCE</b></p> <table border="0"> <tr> <td>12.1</td> <td>Holt Community Centre</td> <td>Future Plans</td> </tr> <tr> <td>12.2</td> <td>Resident</td> <td>MTI</td> </tr> <tr> <td>12.3</td> <td>Resident</td> <td>Nelson House</td> </tr> </table>	12.1	Holt Community Centre	Future Plans	12.2	Resident	MTI	12.3	Resident	Nelson House	
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13	<p><b>TO DISCUSS MTI GRANT APPLICATIONS</b></p> <p>It was proposed that the Council get together with other organisations/people that have put applications in and resubmit. It was agreed that Cllrs Smith, Wilson, Traynier and the Clerk would meet with the other parties and report back at the next meeting.</p>	Agenda									
14	<p><b>TO DISCUSS AND AGREE PARISH PARTNERSHIP FUNDING.</b></p> <p>On a proposal by Cllr Baker seconded by Cllr Wright it was agreed to accept the Parish Partnership funding for the Yellow brick road route. Forms duly signed</p>										
15	<p><b>TO DISCUSS PURCHASE OF MOWER</b></p> <p>On a proposal by Cllr Wright seconded by Cllr Baker it was agreed to purchase a mower as advised with part exchange of the two redundant sit ons.</p>										
16	<p><b>TO DISCUSS PUBLIC CONSULTATION FOR PLAY AREAS SOUTH SIDE OF BYPASS</b></p> <p>It was agreed that it was important to consult the south side of the bypass about these play areas located south side of the bypass. Although the sites had been designated originally as green spaces. It was agreed that Cllrs Traynier, Smith and the Clerk would work on the consultation and report back to the next meeting.</p>										
17	<p><b>TO DISCUSS SITE VISITS FOR PLANNING APPLICATIONS</b></p> <p>The need for site visits for planning applications that may come up to be discussed at TC meeting.</p>										

	It was agreed that Cllrs Moore, Payne, Curley, Philo & Wright would meet, when necessary, on the morning of the TC meeting All Councillors will be informed of the sites that will be visited	
18	<b>TO RECEIVE MEETING DATES</b> The meeting dates were accepted.	
19	<b>REVIEW OF</b> <b>19.1 STANDING ORDERS</b> <b>19.2 FINANCIAL REGULATIONS</b> <b>19.3 COMPLAINTS PROCEDURE</b> <b>19.4 PRESS &amp; MEDIA POLICY</b> Cllr Moore is adamant that press releases should be sent regularly by HTC, and felt it should be agreed at each meeting what needs to be sent out.  Cllr Wilson felt that Love Holt could be used as a source of communication as it is Holt centric It was agreed that Holt should be in the news and interesting details should be in the media <b>19.5 FOI/DATA PROTECTION</b> <b>19.6 FINANCIAL RISK ASSESMENT</b> On a proposal by Cllr Traynier, seconded by Cllr Wilson these were agreed unanimously <b>19.7 ASSET REGISTER</b> On a Proposal by Cllr Wright seconded by Cllr Baker this was agreed.	
20	<b>REVIEW OF INSURANCE OVER</b> It was agreed we didn't need the extra level of insurance to include a cyber policy. The insurance cover was duly agreed. Cllr Batey agreed to look at backing up data.	Cllr Batey
21	<b>APPOINTMENT OF INTERNAL AUDITOR</b> On a <b>PROPOSAL</b> by Cllr Moore, <b>SECONDED</b> by Cllr Batey it was agreed Douglas Harrow would be the Internal Auditor for the year.	
22	<b>TO CONSIDER ADOPTING POWER OF COMPETENCE FOR 2019/20</b> On a <b>PROPOSAL</b> by Cllr Payne <b>SECONDED</b> by Cllr Wright this was adopted	
23	<b>FINANCIAL MATTERS</b> <b>23.1 Approve payments of invoices as attached</b> On a <b>PROPOSAL</b> by Cllr Batey <b>SECONDED</b> by Cllr Wright the payments were approved, unanimously agreed	
24	<b>PLANNING MATTERS</b> <b>24.1 Planning applications to be considered.</b> PF/19/0658 Alterations to access to improve visibility Victoria House 83 Cromer Road Appeal APP/Y/2620/W/18/3206689. NO OBJECTIONS <b>PF/18/0513</b> Construction of 2 No. single storey detached dwellings and use of existing access The Grove, Cromer Road, Holt NO OBJECTIONS <b>PO/1857</b> Amended details for Outline planning application for the erection of up to 110 dwellings with 2 hectares of land for a new primary school, public open space, landscaping and sustainable drainage system (SuDS) with main vehicular access point from Beresford Road and secondary pedestrian, cycle and emergency access from Lodge Close. All matters reserved except for means of access. Land off Beresford Road, Holt In connection with the above application, amended land of Beresford Road <b>The Council agreed to defer this until close of business on Friday 17/5/18.</b> <i>For information an objection has since been submitted to NNDC because of access issues.</i>	
25	<b>DATE OF NEXT MEETING</b> Annual Towns Meeting 22 <sup>nd</sup> May 2019 Town Council Meeting 11 June 2019	

R Smith (Mayor).....Date.....