



Minutes of the Meeting held on Wednesday 30th September at 6pm at the Owl Tea Rooms, Holt.

Attending: Tony Leech (Vice-Chair), Cllr Rodney Smith, Cllr Phil Wright, Cllr Bryan Payne, Cllr Ben Philo, Fiona Jolliffe, George Rudd, and Town Clerk Gemma Harrison.

0 members of the public were present.

1. ELECTION OF CHAIRMAN

1.1 Tony Leech PROPOSED John Allison as Chairman, this was SECONDED by Fiona Jolliffe and AGREED by all.

2. ELECTION OF VICE-CHAIRMAN

2.1 Cllr Bryan Payne PROPOSED Tony Leech as Vice-Chair, this was SECONDED by Fiona Jolliffe and AGREED by all.

3. APOLOGIES

3.1 Apologies were received by John Allison (unwell), the committee all wish John the very best and look forward to having back with the group soon.

4. DECLARATIONS OF INTEREST

4.1 Tony leech declared that he was part of the River Glaven Conservation Group and the Holt Society.

4.2 Cllr Ben Philo stated that he was currently employed as a member of the Maintenance Team at Holt Town Council.

5. AGREE THE MINUTES OF THE MEETING HELD ON TUESDAY 10TH SEPTEMBER 2019

5.1 Tony Leech asked for a minor amendment to remove his declaration as a CPRE member which was included in error.

5.2 The minutes were PROPOSED as accurate and correct by Cllr Phil Wright and SECONDED by Cllr Ben Philo and AGREED by all.

6. MATTERS ARISING

6.1 A list of small tools has been passed to the Finance Officer Glynis Williamson.

6.2 Unfortunately the Committee were unsuccessful in their grant for a tractor. Cllr Phil Wright stated that the group managed ok this year without it, and now that the Maintenance Men and the Kubota were available on a Wednesday, he did not feel one was needed.

6.3 New locks have been installed at all entrance points as previously AGREED.

CLOSE THE MEETING FOR PUBLIC PARTICIPATION

Public Participation

No members of the public were present

7. ACCESS AND SIGNAGE

7.1 The tenant in Bay 30 has agreed to move bays and as such Bay 30 will now be kept clear to enable easy access to Spout Hills. Clerk to arrange for a no parking sign to be installed.

7.2 New signage will be purchased for Letheringsett Car Park to encourage tenants to park in their own bay and prevent non-tenants from trespassing. This in turn will help ensure that emergency vehicles will have access to Spout Hills at all times.

7.3 It was AGREED by all that new signage should be purchased for all four entrance points to Spout Hills, the signage will promote access and will include Holt Town Council as owners of the site and mention the volunteers who manage the site. Photos could be included.

7.3 Clerk to approach NNDC and Gresham's and see if HTC can install leaflet holders at the three car park sites in town, these could hold the Holt Open Spaces Leaflet. It was recognised that many of the visitors coming to Holt do not know where Spout Hills is.

8. PROGRAMME OF WORKS

8.1 Tony Leech stated he has drafted a Management Plan for Spout Hills; copies were distributed to all members and they were asked to read the plan and provide feedback at the next meeting. It was AGREED the next meeting should be held at the end of February to ensure the plan could be discussed and any amendments agreed before the growing season.

8.2 The work plan for the winter was discussed and it was AGREED by the majority of members that the committee would continue to remove the holly in the three wooded areas, but leave the holly on the left (as you turn towards the pond).

8.3 The cutting of grass was discussed, and it was AGREED that volunteers could rake the grass into piles for the Town Council Maintenance Staff to take away.

8.4 The reed-mace was discussed, and it was AGREED that this should be removed. Clerk to investigate costs for its removal.

8.5 It was AGREED the area leading down to the layby still needed to be levelled, a digger would be required. The works have been previously AGREED by Holt Town Council, however new quotes will need to be obtained. Clerk to get three quotes and add to the Town Council Agenda.

8.6 It was AGREED that the hedging and brambles along the edge of the site needed trimming back, this should be done during the winter months.

8.7 It was AGREED to remove and dispose of, the barbed wire fence located up the slope past the new bridge. Clerk to arrange for this to be done by the Town Council Maintenance Team.

8.8 It was noted that due to Covid-19 some volunteers were more flexible and able to attend both the monthly Saturday morning group and the weekly Wednesday morning group. It was AGREED volunteers were welcome at both groups provided social distancing measures were adhered to.

9. EQUIPMENT AND BUDGET

9.1 The total spend on Spout Hills for the year so far was £2962.80, the majority of this spend was for a new DR mower priced at £2799. There were no new requests for any further tools or kit for the remaining financial year.

9.2 The petrol cap for the mower was reported as broken and it was AGREED that the Maintenance Team would look at fixing this.

9.3 It was AGREED by all that the Spout Hills Budget should be increased to £1500 next financial year.

10. DISCUSS LITTLE HILLS

10.1 George Rudd requested that the verge halfway down Letheringsett Hill needed cutting as it was overgrown and would prevent the snowdrops from coming through. Ideally it should be cut twice, now, and again before Christmas. The Maintenance Team at Holt Town Council will trim the area.

10.2 George has kindly made another seat for Little Hills and this needs to be collected. It was AGREED that George would drop this off to the volunteers on a Wednesday morning from 9am. The Town Council and Committee Members thanked George for making the bench and it was AGREED that the Maintenance Team would install it. It was noted that the lower bar would need to be dug under the ground to help prevent theft.

10.3 It was noted that the wall running along the top of Little Hills was still dangerous, the Clerk has spoken to Norfolk County Council's Highways Team and North Norfolk District Council's dangerous structures Team and no action has been taken by either. It was AGREED that the Maintenance Team will clear up and fallen debris from the wall. The Clerk will chase both NCC and NNDC for responses regarding the wall.

10.4 The Clerk suggested that she would like to put together some ideas to make more use of the Little Hills area. It was recognised that this area was used mostly by younger children who may find bug hotels etc. of interest. It was also suggested to involve the community and get the Cubs and Scouts involved in helping create some items of interest for younger children.

11. TO CONSIDER ANY CORRESPONDENCE RECEIVED

11.1 Norfolk Farm Machinery have been in touch and requested the Committees permission to install a bench made from recycled plastic in memory of the late Edwin Jones. Everyone AGREED that the bench could be installed if it was made out of wood. Cllr Wright and Cllr Payne AGREED to look on site to suggest a suitable location and report back to the Clerk.

12. AOB

12.1 Tony Leech stated that Greening Holt were interested in planting a small orchard on Spout Hills. Some members were not keen, and a decision was not made. It was suggested other areas should be explored first. The item can be added to the next Meetings Agenda.

13. CONSIDER DATE OF NEXT MEETING

13.1 The next meeting will take place on Tuesday 23rd February at 6pm. Venue TBC.

The meeting ended at 19.40