

**HOLT CHAMBER OF TRADE**  
 Draft Minutes of the Meeting held on Wednesday 12<sup>th</sup> June 2013  
 in The Aga Shop at 18.00 hrs

Ian Furniss	The Tannery	07818405564
Martin Sanders (Treasurer)	Larking Gowan	712017
Charles Butler	Butler's Pantry	711867
Duncan Baker	Bakers and Larners of Holt	712244
Len Casey	Guided Media	768156
Sandra Taylor-Meeds	Budgens	713734
David Makinson	The Holt Bookshop	715858
Julie Nelson	Nelson's Eye Patch	711810
Chloe Nelson	Nelson's Eye Patch	711810

**Present:** Ian Furniss (Chair) Duncan Baker, Mary Bopst, Charles Butler, Len Casey, Alison Cook, Ian Cook, Nigel Emmett, Lindsay Furniss, Michael Hill, Teresa Hill, Lesley Howard, Chloe Nelson, Julie Nelson, Gail Pegg, Paul Read, Rodney Smith, Helen Stoker, Maggie Prior.

**Apologies:** Caroline Carter, Joshua Dyball, Adrian Hill, Chris Lambert, Kay Loombe, Linda Mossman, Linda Morris, David Makison, James Pallister, Martin Sanders, Ashlea Smith, James Stone, Sandra Taylor Meads,

**2. Minutes of Last Meeting:** The minutes of the meeting of 1<sup>st</sup> May 2013 were signed by the Chairman as a correct record.

**3. Treasurer's Report:** Martin was unable to attend but had forwarded a report which the chair read:- Money received during the last month £240, total carried forward £7023.32. He had started to bring all members into line for one renewal date in February. 6 monthly invoices had been issued at £24 or £35 valid until 31<sup>st</sup> January 2014.

**4. Membership Report:** Dotties had decided not to renew their membership, and one new member, Lesley Howard, had joined since the last meeting.

a) How to Increase Membership: Ian was putting together a letter to be included in an introductory pack for potential members, this would also include a membership form. The letter would give details of the advantages of being a member of the Chamber of Trade plus our aims and future ambitions. He asked for volunteers to help with putting together the letter Michael and Teresa Hill and Len Casey agreed to assist with this. Paul Read, Ian Cooke and Ian would then distribute the packs in person to non members.

b) Action list of potential Members: Ian gave a list of all businesses in Town to Paul Read, to see who had been a member previously.

c) New member communication: The list, item b, did not have all e mail addresses on and communication would be easier if this was updated. Len suggested an additional website a type of 'this is Holt' to use as a tool to encourage new members and help existing members communicate. Each business could have their own page which they could access and update via a password. There could be all aspects of the Town shown including churches, amenities i.e. library, maps. This would be linked with the Chamber website. Len thought cost would be £50 - £70 per page per year, total cost £700 - £800. There was some debate about the cost and format of the site on the basis that quality presentation would cost more. It was suggested Len, Chloe and Joshua should get together and provide a mock up. Chloe advised she had already done a lot of work and research to put together the basis of a website including a not for profit option. This would be reviewed at the September meeting. There was discussion over how this would be funded and that there would be enough support for the website to be viable. A proposal would need to be put together to show how this would work.

**5. Report from Town Council.**

At this time it was queried why Maggie Prior was in attendance, when the Town Council representative Duncan Baker was there to give the report. At this point Maggie Prior then chose to leave.

It was confirmed the meetings were for members only, as it was a paid membership it was unfair to open the meetings to non-members, however as in the past non-members could be invited to attend for a specific agenda item and would be expected to leave after this item had been discussed.

Duncan reported that members of NNDC had attended the Town Council meeting. When work started on the Cley Road Site this may affect some businesses in the area. It was asked if it was true that for the duration of the work Cley Road would have double Yellow lines down both sides thereby losing approximately 40 spaces. Duncan was unable to comment on this but would find out. The resurfacing work in Bull Street in June would mean the loss of car parking spaces, in the street, on the Monday morning whilst the relevant lines were repainted on the road. New national planning rules that came into force on 1<sup>st</sup> June meant that planning permission was no longer required for change of use from retail A1 to B1 use. B1 was confirmed as non retail businesses such as offices, solicitors or the new type of cash lending businesses. Cash awards had been made by the Town Council to all who applied apart from one. Peacock play area was now open for use. The Chair wished to mention at this point that he had written twice to the Town Clerk to ask for a meeting regarding joint discussion with NNDC regarding car parking in the Town, but as yet had received no reply.

## **6. Parking.**

- a) Sub Committee Report: Nigel Emmet reported that a letter had been written to be placed in the Chronicle. This would ask those who worked in the town and needed a parking space, and those who had spare spaces to get in touch and the Chamber would put them together. The only action for the Chamber would be to act as an intermediary. There was some discussion over costs, figures varied from £150 - £300 per space per annum. Questions regarding insurance, tax liabilities were asked and it was agreed to show the proposal to Jim Pallister for his opinion/suggestions. Another option was that the chamber approach Gresham's to rent spaces from them to then rent out to employees.
- b) Report on discussions with Graham Chapman. Michael Hill had spoken with Graham Chapman, there was nothing new to report but he explained the scheme was still very alive and progressing.
- c) Request to meet with Bryan Payne and NNDC: Awaiting response from Town Council. (see previous item)

## **7. Thaxter's Supermarket:**

- a) S106 update: It appears the section 106 has been agreed but not yet signed. There was to be an additional £50,000 made available, controlled by NNDC to be spent on the Vision. It was felt that the Supermarket on Thaxter's site was not in keeping with the Vision, this would alter the balance of the Town centre and make a mockery of the Vision document. The next Vision meeting would be on 3<sup>rd</sup> July and members were asked to try and be positive and come up with suggestions from the Vision we would support, plus any additional mitigating items to put forward. Amongst items suggested were help for the tourist information office, to employ a Town Manager to promote the Town, a walking trail round the Town or a footpath down Thornage Road to help advance the new car park. Parking as always was a major factor so nothing that would reduce the amount of parking spaces in the Town and no pedestrianisation/squares in the Town.
- b) Communication from other Chambers was ongoing.
- c) Vision Meeting this was scheduled for 3<sup>rd</sup> July, the same date as the next Chamber meeting. It was agreed to alter the date of the next Chamber meeting so people could attend the Vision meeting.

## **8 Christmas Lights 21<sup>st</sup> Nov 2012:**

- a) Communication to Traders: Ian had attended a Holt lights meeting. A newsletter had been distributed to all Chamber Members at the request of the lights committee. It was not sure if lighting Church Street should be a priority and not everyone liked the cones placed outside Barclays. Donations were to go to the Town Council and traders felt it might be easier if bank details were provided and people could then pay in directly, either whilst dealing with their own banking or online. It was also considered that the option used prior to last year where the committee provided a list of businesses and packs for distribution and the Chamber members each visited a few businesses to distribute information and collect donations. This was a difficult task but obviously more effective with face to face communication.
- b) Stalls to Traders First: Stalls on the night were to be offered to traders first, little information was

available so the secretary offered to find out more information regarding this.

c) Holt Rugby Club Support: Ian and Maggie Prior were due to attend a Rugby Club meeting to appeal for their support and in return money collected in the buckets would be split 50/50.

d) Card Design and Sale: Michael Hill reported that the artist was now working on the long cards showing properties in Holt Town Centre. He was happy to do this at no cost to the Chamber and with no copyright.

e) Sunday Opening: This was confirmed as relating to the Sundays in December. Last years joint effort went well for traders. A request was made for free parking again this year - this would have to be discussed with NNDC. Publicity last year was very good and it was suggested a jointly funded page in the EDP and other local publications. Lindsay Furniss would liaise with Jane from Bakers and Larners to organise this.

**9) Planters:** Purchasing plants for around the War Memorial. Roots and Shoots had requested permission to purchase plants for the three large containers round the War Memorial, other planters had already been filled. Caroline Carter who took the lead role on the planters asked if someone else could take this on. Duncan Baker agreed to take on this role.

**10).Holt Festival. Sunday 21<sup>st</sup> July 2013.** Request for donation of £200.00. It was agreed a donation should be made but it was increased this year to include additional money to help with the involvement of the Youth Project. The total amount to be donated was agreed at £500.00.

**11) Potential Ideas to help businesses.**

a) Card Charges: Following the last meeting only one business had sent details of charges. Ian suggested if more people were prepared to send in details he could write to try to get a standard rate for all. Please send any details to the secretary, all information to be strictly confidential.

b) Insurance; Could also be dealt with the same way. Several businesses were looking at alternative non local insurers and had found they could make huge savings. It was hoped the Chamber could find a local company who could provide good rates. Anglia Farmers was suggested and Nigel Emmett would ask if someone from the company would be prepared to come and present at a future meeting.

**12) Big Issue Seller** -Complaint from Traders and letter from Big Issue. The current Big Issue seller was stationed between the Premier mini market and Lloyds Bank and at times became very aggressive in his selling. Businesses in this area felt it was putting people off using this walkway and therefore affecting their businesses. A complaint was also made against buskers who appeared in the Town over the weekends, there is a time limit on how long they can stay in one area and it was felt they were overstaying their welcome. The chair would pass these comment onto the Big Issue and environmental protection at NNDC.

**13) Chamber Constitution.** The Chair apologised and asked if this item could again be carried forward to the next meeting.

**12. Any Other Business:** Nigel Emmett reminded the meeting that the idea of associated members had been raised and agreed at a previous meeting but nothing had been done. Everyone was keen this should not be lost. It was suggested that the outgoing Chair of Rotary should be contacted because he may be able to help with this. Michael Hill will contact him. It was suggested the associate members should be built into the constitution.

**Next Meeting:** Please note due to the vision meeting change of Date **6pm on Wednesday 10<sup>th</sup> July** venue Tbc. There will be no meeting in August.