

## HOLT CHAMBER OF TRADE

Draft Minutes of the Meeting held on Wednesday 4<sup>th</sup> September 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

**Present:** Michael Hill (Chair) John Allison, Duncan Baker, Esme Bagnall-Oakeley, Mary Bopst, Len Casey, Alison Cook, Ian Cook, Lindsay Furniss, Teresa Hill, Paul Read, Martin Sanders, Rodney Smith, Simon Wade.

**Apologies:** Ian Furniss, Caroline Carter, Nigel Emmett, Adrian Hill, Lesley Howard, Jim Pallister,

Michael Hill took the chair and opened the meeting by explaining that Ian had been unable to attend due to a late work commitment. He welcomed John Allison as a new member to the Chamber.

**2. Minutes of Last Meeting:** The minutes of the meeting of 10th July 2013 were proposed by Duncan Baker and seconded by Lindsay Furniss they were signed by the Chairman as a correct record. Matters arising: the Chamber had written to put forward Ian Furniss and Ian Cook as the new representatives of the Chamber on the Vision Committee. John Allison confirmed he was also on the committee.

**3. Treasurer's Report:** Martin produced a full written copy of the current accounts. The change of signatory was still ongoing. The income was down on last year but this had been expected due the change in membership renewal dates during the current year. The list of those who had not paid for the current year was circulated.

**4. Report from Town Council.** The section 106 has now been agreed and £50,000 will be paid to the Vision Committee to fund vision projects. Additional monies was also to be paid to cover other projects including the tidying of the roundabout, tidying/planting of the verges down to the underpass, and repairs and decorating to Church Street toilets. The Town Council had also received complaints about the aggressive selling of the Big Issue sellers. Due to the resignation of Councillor Roberts there was to be a by-election for the Town Council vacancy on 19<sup>th</sup> September, there were two candidates Wendy Gray and Michael Hill. Duncan reported that sadly Councillor Barrie Roberts had recently passed away.

John Allison was also able to report on car park news: he had been working on a project to provide an additional 80 spaces on a the old duck farm site off Cley Road. He had been in talks with the owner regarding a ten year lease with an option to change after five. This site had been used as an option before but had not been successful due to its poor infrastructure so was being re tried with additional work including lighting on site. This project was still in its early stages, numbers of spaces were not exact but would be part permit and part pay and display. There was concern that the double yellow lines proposed for Cley Road would mean losing possibly over 40 spaces used mainly by local employees. The additional problem of indiscriminate parking in other areas of the town might arise rather than being addressed by the new site should people seek elsewhere to park at no cost.

**5. Holt Vision Meeting.** No further meetings had been held.

**6. Constitution.** Work on the Constitution had progressed. Ian and Jim Pallister had been working through the document and hoped to have a draft to circulate before the AGM, with approval at the AGM.

**7. Membership.** Ian is still working on new member welcome packs and Michael and Teresa Hill

volunteered to help him complete this. It was difficult to complete the packs until the constitution had been approved, packs could then be distributed.

**8. Christmas Lights 21<sup>st</sup> Nov 2012:** Esme Bagnall-Oakeley reported that the committee was now down in numbers and had lost Di Dann who had done a lot for the Holt Lights, including many many things behind the scenes including organising the barriers on the night. There would be two new members Glynis Payne and Richard Cardswell but they were still down on committee members. Packs had gone out to businesses but currently no money was coming in. They were hoping the big Nationals would plug the gaps. They were hoping major sponsors would help light the darker areas of Town. Many shops had tree holders attached to the front of the buildings and it was hoped to recreate lighted trees on every building. The rugby playing Young brothers had been suggested to switch on the lights but due to rugby training would not be available. A new celebrity was being sought. The Chamber asked for a list of businesses street by street and members would visit to try to get money in. Esme to send to secretary.

**9). Promotion.** a) Website: Ian has spoken to Josh and will write up a strategy for Josh to comment on. Ian will then circulate to members. Len Casey commented that he already had a plan and had talked to some businesses regarding the website. Feedback had been favourable. It was suggested Ian, Josh and Len should meet up to discuss this.

b) Cards: Michael Hill reported that Derek Blois now had completed 8 individual designs and was happy to release the copyright to the chamber. He had also completed a summary on the back of the card to show proceeds were to be used by the Chamber to promote greater awareness of the town and to support the Christmas Lights and Holt Festival. Michael showed those present pictures of the design and mock-ups of how the cards would look. Swallowtail was the most cost effective for printing but Len Casey suggested he could better their prices, Len to liaise with Michael and produce costings. Each pack would hold four cards and envelopes wrapped in cellophane with the front card being rotated. It would also be possible to purchase a number of the same design. It was important not to undermine the present card sellers in the town. Costings were very rough at this time but 21,000 cards would give a 67% profit. There would be a fixed RRP. Pledges from the traders as to how many they would take would be helpful. Everyone was happy with the progress so far and it was agreed Michael Hill and Lindsay Furniss should continue to move this forward as appropriate.

c) Norfolk Show: Len had through the secretary given out details of the cost of the tent for next years show. Total cost to include marquee, flooring, tables, chairs should be £2,750 and it is estimated the tent will hold 24 stands 2m long. This would equate to just over £100.00 per business and would also include parking. So far 17 had agreed. Len asked if he should ask Gresham's School and The Festival and this was agreed. A deposit of £150.00 was needed and it was agreed the Chamber would pay this. The general feeling of the meeting was that as 98,000 had attended the show this year, this was a great opportunity. It was agreed that those to be included should be restricted to Chamber Members only.

**10) Parking:** The committee reported that the yellow lines in Albert Street had been replaced but were extended too far resulting in reduced parking. They were also too close to the wall. Ian Cook is still trying to get this corrected. Ian also reported he had received a parking ticket when parked in a legal space. The traffic warden was unhelpful and NNDC uncooperative. The ticket has since been quashed because it was agreed by West Norfolk Council that he was legally parked. Many of the tickets issued in the Town appear to be incorrect, and holiday makers would not realise this. This is causing the Town to be badly affected. Ian is to pass details of his incorrect ticket to Duncan who will ask the Town Council to write to KLWN Council regarding the concerns in the Town. He will also ask if they can obtain details of the amounts raised by parking fines in the Town.

The resurfacing of Bull Street was raised at this point, the quality was awful, tar was still being walked into shops and retailers were writing to request compensation. The Town Council had taken this matter up but the engineer reported the work was satisfactory. DB/JA to take back to Town Council.

**11). AGM Agenda** a) Ian has contacted Anglia Farmers and they should be happy to attend.

b) An invitation has been extended to the Bursar of Greshams, School. The meeting felt that any presentation should be restricted to what is happening within the Town centre which may affect traders.

c) It had also been agreed to invite Bookers. It was not clear if this was an open meeting or just for members but either way it should be advertised possibly included in the Chronicle. It was requested

the invite and agenda, for AGM and meetings, should go out a lot earlier. Every business should be invited, the secretary will liaise with the Treasurer to see if those without e mails can be sent hard copies. Venues were suggested for the AGM to include the Community Centre and the Feathers. Secretary to look at venues as soon as possible.

**12). Any Other Business:** John Allison had pictures and details of flower planters which could also be used as paid advertising spaces for sponsors.

John Allison had a copy of a NNDC letter from Geoff Lyon regarding the new supermarket's obligation to promote the Town Centre as a condition of the planning application. Copy Attached.

Lindsay Furniss asked if the Town would once again come together for Sunday opening in December.

Duncan Baker advised Bakers has already determined their opening times for this period - copy attached. Details of the opening hours could go on the website. Duncan Baker will talk to our District Councillor who helped with the free Sunday Parking last year, to see if this could be repeated.

Duncan Baker asked if the item 'businesses opening and closing' could be reinstated to the agenda.

Following this Michael Hill reported the large unit in Lees Yard previously used as the Kitchen and Bathroom Studio, was now being changed back to 2 smaller individual units.

Adrian Hill has opened a new coffee shop and Fine Art Gallery in Lees Yard.

HSBC has announced it will be closing on 22<sup>nd</sup> November.

**Next Meeting AGM Wed 2<sup>nd</sup> October 6pm confirmed venue The Gresham Suite, The Feathers**