

**MINUTES OF THE HOLT AREA PARTNERSHIP BOARD MEETING
TUESDAY 9TH FEBRUARY 2010
HOLT COMMUNITY CENTRE**

Present:

Harry Bruford
Emma Cletheroe
Robin Combe (*Chairman*)
Sandra Craske
Philip High
Colin Hipperson
Colin Kemp
Brian Metcalf
Pat McIntosh
Nigel Tompkins
Lara Williamson (*Co-ordinator*)

The Chairman welcomed everyone to the meeting and stated that he had attended a very successful meeting earlier in the day.

1. **Apologies:**
There were no apologies
2. **Declarations of Interest:**
Nigel Tompkins declared an interest in an item relating to the Website having submitted a quote/specification on behalf of his company Boudicca.
3. **Minutes of the meeting held Tuesday 12th January:**
The Minutes were approved and signed by the Chairman.
4. **Matters Arising:**
There were no matters arising.

It was agreed to change the order of business and discuss the Website at the very end of the meeting to enable Nigel to leave due to his interest.

5. **Co-ordinator's Report – Circulated:**
 - i **Melton Constable Solar Street Lights:** had been held up due to the weather. The Official switch-on was planned for 19th March. Janet from the NRCC and EDF would like to be involved. All Board Members are welcome to attend.
 - ii **TIC:** arrangements were proceeding with the office sharing, but the new Admin Assistant could not be paid by the TIC as apparently this was too complicated. A percentage of the rent had been paid other financial commitments would be utility bills. The arrangements would be reviewed in May and October.

- iii **Simply Outstanding Event:** due to take place on 18th March at Hunstanton, the Chamber of Trade had agreed to part fund the stand which would be shared with other partnerships.
- iv **Admin Assistant:** the advert was approved Nigel, Philip Lara and Robin to form the interview panel.
- v **News Letter:** options on whether to produce the newsletter as a separate publication or to include in the Holt Chronicle or the Holt Times were discussed. Agreed that would be included as a double- page spread in the Holt Chronicle.
- vi **Shredding Project:** had taken place 17th January in five parishes, a financial contribution was approved.

6. Finance – documents circulated:

The accounts for the Financial Year 2009 were ready for audit and the reconciliation was presented to the Board. Discussion took place and it was agreed that the next Financial Year would run from January to March which would bring HAP back in line with NNCP. The Budget Projection Forecasts to March 2010 and for 2010/2011 were also considered.

7. Any Other Business:

Credit Union: Lara was progressing the plans to start a Credit Union which would be the CAB and a training day was being arranged for 22 March, with a launch on 6 April.

Holt Vision (Holt Planning Group): an offer of funding was potentially available from NNCP for a consultation on the condition that HAP was involved. Philip stated that it had been suggested that a Consultation take place with an estimated cost of £25,000. He also stated that he was not comfortable with this especially in view of the current financial climate. This was a view shared by all members. It was agreed there were still many questions to be asked that the Terms of Reference regarding HAP'S involvement be clarified before a final conclusion was reached. Robin and Philip to make an appointment with NNCP and explain HAP'S reservations.

Nigel left the meeting, Lara also left because she had another meeting to attend.

- 8. Website:** three quotes had been submitted and after due discussion it was decided by all that no conclusion was reached as more time needed to consider options so decision was to be deferred.

Date of next meeting changed to 9th March 2010 venue to be confirmed.

With there being no further business the meeting closed at 8.05 pm.