



HOLT TOWN COUNCIL

Town Council Office, Holt Community Centre, Kerridge Way, HOLT
Norfolk, NR25 6DN

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(Office hours: 9.00 – 12.00 Monday / Wednesday/ Friday)

NOTICE OF MEETING

2 May 2016

Elaine Oliver
Town Clerk

AGENDA ANNUAL TOWN COUNCIL MEETING MONDAY 9th MAY 2016, 7.00PM AT HOLT COMMUNITY CENTRE.

Planning Applications will be available for inspection from 6.30pm.

- 1 TO RECEIVE PROPOSALS FOR THE ELECTION OF MAYOR
- 2 TO RECEIVE THE MAYOR'S DECLARATION OF OFFICE
- 3 TO RECEIVE PROPOSALS FOR THE ELECTION OF VICE-CHAIRMAN
- 4 APOLOGIES FOR ABSENCE
- 5 TO CONSIDER REQUESTS FOR DISPENSATIONS ON A MATTER IN WHICH A MEMBER HAS A DISCLOSABLE PECUNIARY INTEREST (note that requests for dispensation should be received by the Clerk in writing by midday on 9th May).
- 6 TO RECEIVE A REPORT FROM THE SAFER NEIGHBOURHOOD TEAM MEMBER
- 7 ANNOUNCEMENTS BY THE MAYOR
- 8 AGREE THE FOLLOWING MINUTES
 - 8.1 Town Council Meeting held on 11th April 2016
 - 8.2 Annual Towns Meeting held on 13th April 2016
- 9 MATTERS ARISING if any (for information and not included on the main council agenda).
- 10 APPOINTMENT OF MEMBERS TO SERVE AS TOWN COUNCIL REPRESENTATIVES ON LOCAL ORGANISATIONS AND COMMITTEES (enclosed)
- 11 REVIEW TERMS OF REFERENCE FOR
 - 11.1 NEIGHBOURHOOD PLAN STEERING COMMITTEE
 - 11.2 SPOUTS COMMON
 - 11.3 CAR PARK WORKING COMMITTEE

12 REPORTS - Norfolk County Council
North Norfolk District Council
Holt Chamber of Trade

***PUBLIC QUESTION TIME – Limited to 15 minutes
(Three minutes per person)***

13. CORRESPONDENCE

13.1 NNDC FOI details Emailed
13.2 NNtown and Parish Forum Emailed

14 ITEMS FOR INFORMATION

14.1 NNDC C A B Emailed

15. TO CONSIDER HOLT IN BLOOM COMPETITION

15.1 Presentation on past Holt in Bloom – Cllr Hill

15.2 Presentation on this year's Holt in Bloom – Town Clerk

16. TO CONSIDER ARRANGEMENTS FOR FOLLOWING EVENTS

**16.1 QUEENS BIRTHDAY CELEBRATIONS AND CONSIDERATION OF PLANTING A
COMMEMORATION TREE**

16.2 ROYAL NORFOLK SHOW

16.3 1940S WEEKEND

17. UPDATE ON CLEY ROAD CAR PARK

18. UPDATE ON NEIGHBOURHOOD PLAN AND CONSIDERATION OF CONSULTANTS PROPOSAL

19. TO CONFIRM GENERAL POWER OF COMPETENCE

20. TO CONSIDER IDEAS FOR A SKATEBOARD PARK

21. TO CONSIDER PURCHASE OF VEHICLES FOR MAINTENANCE PERSONNEL

22. TO CONSIDER STONE SCULPTURE TO BE PLACED IN MEMORIAL GARDEN

23. TO CONSIDER REFURBISHMENT/REPLACEMENT OF VILLAGE SIGN

24. TO CONSIDER PROPOSALS & RESPONSE ON SITE ALLOCATION FOR LDF

25. REVIEW OF

25.1 STANDING ORDERS

25.2 FINANCIAL REGULATIONS

26. REVIEW OF

26.1 COMPLAINTS PROCEDURE

26.2 PRESS & MEDIA POLICY

26.3 FOI & DATA PROTECTION

27. APPOINTMENT OF INTERNAL AUDITOR

28. REVIEW ASSET REGISTER

29. FINANCIAL MATTERS

29.1 Approve Payment of Invoices as attached

29.2 Approve Accounts and Annual Return for 2015/16

29.3 Annual Governance Statement

29.4 To consider insurance cover

30. PLANNING MATTERS (Appendix 3 enclosed)

30.1 To consider planning matters – applications and decisions and receive correspondence.

31. MEETING DATES FOR THE FORTHCOMING YEAR

Town Council Meeting Monday 13th June 2016, 7.00 p.m.