Dear Councillors,
You are summoned to the Annual Town Council Meeting of Holt Town Council on Wednesday 5th May 2021 (following Annual Town Meeting at 7pm). The meeting will be held via Zoom.

Join Zoom Meeting
https://us02web.zoom.us/j/82778299839?pwd=ZzRKWXQrelVnRTI1aS9yenBOUTcvdz09

Meeting ID: 827 7829 9839 Passcode: 401147
One tap mobile
+442039017895,,82778299839#,,,,*401147# United Kingdom
Dial by your location
+44 203 901 7895 United Kingdom +44 208 080 6591 United Kingdom

Gemma Harrison
Town Clerk

28th April 2021

A G E N D A

1. **Election of Chairman for the following year. Chairman to sign declaration of acceptance of office.**
2. **Election of Vice-Chairman for the following year.**
3. **Welcome and to consider apologies and reasons for absence.**
4. **To receive declarations of Interest and requests for dispensations by Councillors in any of the agenda items listed.**
5. **Police Matters**
6. **Announcements by Mayor**
7. **Minutes of the Town Council meeting held on 8th March 2021 to be approved and signed.**
8. **Matters Arising on the Minutes (for information only and not included on the Agenda)**
    - **Industrial Land**
9. **Reports**
    - **Norfolk County Council**
    - **North Norfolk District Council**
    - **Love Holt**

- **Greening Holt**

PUBLIC QUESTION TIME

Limited to 15 mins (3 minutes per person)

10. General Power of Competence

10.1 To agree to adopt GPC for the financial year 21/22

11. To agree the Committees and Working Parties for 21/22

12. Fairer Funding Review

12.1 To discuss and agree HTC's comments to the Fairer Funding Review.

13. Gym Equipment Installation

13.1 To receive an update from the Clerk on the recent consultation and to agree the location of the purchased Gym Equipment.

14. Neighbourhood Plan

14.1 To receive an update from the Clerk and to agree next steps

15. Planning

15.1 To agree the Planning Report for March and April 2021, (Circulated prior to the meeting).

16. Finance

16.1 To approve the Financial Report for March and April 2021.

16.2 To approve the Internal Auditors Report for the end of year finances.

16.3 To approve Section 1 of the AGAR the Annual Governance Statement for 2020/21

16.4 To approve Section 2 of the AGAR the Accounting Statements for 2020/21

16.5 To approve and to Note the Notice of Public Rights.

16.6 To approve the quote to remove the excess soil at the Cemetery.

17. Correspondence Received

17.1 The phone box on Shirehall Plain.

18. To note the date of the Next Town Council meeting Monday 12th July, venue TBC.

19. To agree to exclude members of the public under the Public Bodies (Admissions to Meetings) Act 2011 to discuss;

19.1 A personnel matter – To approve the Personnel Committee Report to appoint two new members of staff to the Maintenance Team.

19.2 A contractual matter **-** To appoint an architect and agree the project brief for the Church Street Toilets Refurbishment.