



HOLT TOWN COUNCIL

Councillors,

You are summoned to the Meeting of Holt Town Council on **Monday 14th July 2025** at 7pm at Holt Playing Fields Club House, Woodfield Road, Holt, NR25 6TX

Gemma Harrison

Town Clerk

7th July 2025

AGENDA

1.	Welcome
2.	Apologies for absence.
3.	To consider requests for dispensations from the restriction of operating in the discussion or voting on a matter in which a member has a disclosable pecuniary interest.
4.	Police Matters.
5.	Announcements by Mayor.
6.	Agree the Minutes of: • The Town Council Meeting dated Monday 9th June 2025
7.	Matters Arising (for information and not included on the main Agenda). • Old Carpet Shop • Heath Farm Allotments
	PUBLIC QUESTION TIME Limited to 15 Mins (3 Minutes per person)
8.	Reports; To be Circulated in advance of the meeting. • Norfolk County Council • North Norfolk District Council • Skate Park Committee • Youth Council
9.	Planning (Report circulated prior to the meeting) 9.1 To agree the planning report for applications received since the last meeting. 9.2 To agree a stance on the recent Government planning consultation which will alter the way District Councils determine planning applications.
10.	Finance (circulated prior to the meeting) 10.1 To approve the payments, receipts, and Bank Reconciliation for June. 10.2 To approve the quote (as circulated prior to the meeting) for the new doors at the Cemetery. 10.3 To discuss the quotes received for the repair of the front door surround. 10.4 To discuss the Cyber Insurance Quote received.

	10.5 To discuss and agree the Fire Sign repair quote and receive an update regarding the insurance claim. 10.6 To agree a contribution to the Playing Fields for improved CCTV equipment. 10.7 To agree the transfer of Charity funds (ring fenced to the Charity) to the Playing Fields Committee as per their request. 10.8 Clerk to share the updated budget. 10.9 To discuss a donation for NNCT Transport.
11.	Correspondence 11.1 Clerk to report any correspondence received since the last meeting to the meeting.
12.	Tree Survey 12.1 To receive the recent tree survey and agree future works.
13.	Policies Review / Adoption 13.1 To agree and adopt the HTC Whistleblowing Policy (as circulated prior to the meeting). 13.2 To agree and adopt the revised HTC Risk Management Policy (as circulated prior to the meeting). 13.3 To agree and adopt the HTC Financial Regulations (as circulated prior to the meeting).
14.	Local Government Reorganisation (LGR) 14.1 To receive an update on the LGR and agree a response to the consultation launched by NNDC.
15.	Chapel Yard – Public Realm Space Proposal (Grant Funded) 15.1 To receive an update on the proposed project (put forward by businesses) to improve the Chapel Yard public realm space.
16.	Public Rights of Way Claims – S53 Wildlife and Countryside Act 1981 16.1 To discuss the blocked off public footpath over the land adjacent to Swann Grove.
17.	Municipal Committee – Bus Shelter Improvements 17.1 To receive an update from the Municipal Committee from their recent meeting. 17.2 To note the planned improvements to Bus Shelters in the town including the introduction of RTI. 17.3 To agree to support two new bus shelters outside the North Norfolk Railway Station.
18.	Mill Road Housing Estate – Road Name 18.1 To discuss the recent correspondence regarding the above new street name.
19.	To consider a resolution (Under the Public Bodies Admission to Meetings Act 1960) to exclude members of the public to discuss confidential matters; namely - • Holt Primary School • Jubilee Slates • Personnel Matter • NNDC Land Transfer (Verge at Holt Playing Fields and others)
20.	Agree items for the next Agenda.
21.	Agree date and time of next meeting. 20.1 Town Council Meeting Monday 8th September 2025 at 7pm at The Holt Playing Fields, Club House.