



HOLT TOWN COUNCIL

Councillors,

You are summoned to the **Annual Town Council** Meeting of Holt Town Council on **Monday 11th May 2026** at 7pm at The Holt Playing Fields (Football Club), Woodfield Road, Holt, NR25 6TX.

Gemma Harrison

Town Clerk

5th May 2026

AGENDA

1. **Election of Mayor for the following year. Mayor to sign the Declaration of Office.**
2. **Election of Vice Chairman for the following year. Vice-Chairman to sign the Declaration of Office.**
3. **Welcome and apologies for absence**
4. **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.**
5. **Police Matters**
6. **Announcements by Mayor**

PUBLIC QUESTION TIME

Limited to 15 Mins (3 Minutes per person)

7. **Agree the Minutes of The Town Council Meeting dated Monday 13th April 2026.**
8. **Matters Arising (for information and not included on the main Agenda).**
 - The Old Carpet Shop
 - Holt Allotments
 - Community Speed Watch
 - Parents Survey
 - Residents Survey
 - Owl Trail Website Sponsorship
9. **Reports; To be circulated in advance of the meeting.**
 - Norfolk County Council
 - North Norfolk District Council
 - Skate Park Committee
 - Holt Youth Council

10. Adoption of GPC

- 10.1 To adopt the General Power of Competence for 25/26.

11.Planning (Report circulated prior to the meeting)

11.1 To agree the planning report for applications received since the last meeting including the proposed development off Cley Road.

11.2 To discuss any applications received since the planning report was published.

12.Finance (circulated prior to the meeting)

12.1 To approve the payments, receipts, and Bank Reconciliation for April.

12.1 To receive an update on the Internal Audit.

12.2 To approve Section 1 of the AGAR statement.

12.3 To approve Section 2 of the AGAR Statement.

12.4 To approve and note the Notice of Public Rights.

12.5 To appoint the Internal Auditor for 26/27 accounts.

12.6 To note a review of the Asset Register.

12.7 To review the Insurance Quote for 26/27.

12.8 To discuss the quote received for a bottled water dispenser at Nelson House.

12.9 To approve the quote for the Column replacement of No.50 (Albert Street/Mill Street junction) and light replacement for column No.87.

12.10 To discuss purchasing the Keep Britain Tidy Signage for dog fouling.

12.11 To approve the annual subscription renewal with NPTS.

13. Correspondence

13.1 To discuss the request received from a member of the public for a new dog bin on the cycle way leading to the Heath Farm estate.

13.2 Clerk to report any correspondence received since the last meeting.

14. Jubilee Slates

14.1 To agree on alternative project for The Holt Society to support.

15. Holt Primary School

15.1 To receive an update on the recent meeting with NCC on the proposed new Primary School.

16. Policies

16.1 To review and adopt the following HTC policies

- Standing Orders
- Financial Regulations
- Financial Risk Management Policy

17. Town WI-FI – Grant Application

17.1 To discuss making an application to NNDC under the Love Your Market Town Grant Application for Town WI-FI.

18. Agree items for the next Agenda.

19. Agree date and time of next meeting.

19.1 Town Council Meeting Monday 8th June 2026 at 7pm at The Holt Playing Fields (Football Club), Woodfield Road.