



HOLT TOWN COUNCIL

Councillors,

You are summoned to the Meeting of Holt Town Council on **Monday 13th July 2026** at 7pm at The Holt Playing Fields (Football Club), Woodfield Road, Holt, NR25 6TX.

Gemma Harrison

Town Clerk

7th July 2026

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**

PUBLIC QUESTION TIME

Limited to 15 Mins (3 Minutes per person)

6. **Agree the Minutes of The Annual Town Council Meeting dated Monday 8th June 2026.**
7. **Matters Arising (for information and not included on the main Agenda.**
 - Holt Market Charter and the Market Survey.
 - Holt Primary School
 - Heath Farm Allotments
8. **Reports; To be circulated in advance of the meeting.**
 - Norfolk County Council
 - North Norfolk District Council
 - Skate Park Committee
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 discuss any applications received since the planning report was published.
 - 9.3 To receive an update on the Aldi and Lidl Planning Applications.
 - 9.4 To receive an update on the land off Pound Close Development.
10. **Finance (circulated prior to the meeting)**
 - 10.1 To approve the payments, receipts and bank reconciliation for June.

10.2 To discuss the quote received for the disabled toilet electronic door mechanism.

10.3 To note the ventilation works at Church Street Toilets.

10.4 Price and allocation procedure for owl plaque sponsorship.

11. Correspondence

11.1 To discuss installing a dog bin on Kelling Road.

11.2 To discuss the problems with parking on Kerridge Way.

11.3 To note the problems with SERCO on Saturday 4th July.

11.4 Holt Cemetery – wildlife areas maintenance.

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

12. New Bus Shelter Cromer Road

12.1 To discuss the new bus shelter and associated legal fees for the site on Cromer Road.

13. HTC Grants

13.1 To receive an update on the HTC Grant Scheme and consider further submissions.

14. Underpass

14.1 To receive an update on painting on the underpasses.

14.2 To discuss installing CCTV at both underpasses.

15. Policies

15.1 To review and adopt the following HTC policies

- Fire Protection Policy
- Health and Safety Policy

16. Asset Register

16.1 To adopt the Holt Asset Register (as circulated prior to the meeting).

17. Nelson House

17.1 To discuss the pest control quote received and agree a way forward.

18. To consider a resolution (Under the Public Bodies Admission to Meetings Act 1960) to exclude members of the public to discuss confidential matters; namely
- Personnel Matters (to approve the annual Personnel Report outlining annual appraisals).

19. Agree items for the next Agenda

20. Agree date and time of next meeting.

20.1 Holt Town Council Meeting Monday 14th September 2026 at Holt Playing Fields.