



HOLT TOWN COUNCIL

Councillors,

You are summoned to the Meeting of Holt Town Council on **Monday 14th September 2026** at 7pm at The Holt Playing Fields (Football Club), Woodfield Road, Holt, NR25 6TX.

Gemma Harrison

Town Clerk

8th September 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 Town Council Meeting dated Monday 13th July 2026.**
7. **Matters Arising (for information and not included on the main Agenda.**

- Holt Primary School
- Heath Farm Allotments
- Holt Owl Trail Plaques
- Pest Control Nelson House

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.

10. **Finance (circulated prior to the meeting)**

- 10.1 To approve the payments, receipts and bank reconciliation for July and August.

10.2 To consider the quote put forward by Mr Read for refurbishment of the Town Sign.

10.3 To approve the quote for the 5 streetlighting column replacements.

10.4 To discuss the quote received for creating a digital map for the cemetery and for scanning the historic records.

10.5 To approve the 3 tree quotes received for work on King George V, Cley Road Cemetery and Little Hills.

10.6 To approve the appointment of the Internal Auditor for the 26/27 accounts.

11. Correspondence

11.1 Parking on Kerridge Road.

11.2 Cley Road Development.

11.3 Proposed yellow lines on Cley Road.

11.4 The Old Post Office

11.5 The Old Carpet Shop.

12. Thornage Bridge

12.1 To receive an update on the recent meeting on Thornage Bridge.

13. HTC Grants

13.1 To receive an update on the HTC Grant Scheme and consider further submissions to Holt Rotary and Holt Book Shop.

14. Food Act 1984

14.1 To discuss formalising the Holt Sunday Market using powers under the Food Act 1984.

15. Policies

15.1 To review and adopt the HTC Flag Policy.

16. Letheringsett Car Park

16.1 To discuss enforcement of Letheringsett Car Park.

17. NCC Parish Partnership Grant Scheme

17.1 To discuss the NCC Parish Partnership Grant Scheme and any suitable capital projects.

18. Municipal Committee

18.1 To receive an update from the recent meeting of the Municipal Committee.

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
- Personnel Matters (to approve the Personnel Report outlining the Town Ranger's probation review.)

- Personnel Matters –To note the NJC PayScale review.

20. Agree items for the next Agenda

21. Agree date and time of next meeting.

21.1 Holt Town Council Meeting Monday 12th October 2026 at Holt Playing Fields.