

# **HOLT PARISH COUNCIL**

**Clerk to Council: C Lightfoot, 1 Pool Cottages, Holt Heath, WR6 6NA**

## **To Members of Holt Parish Council**

**You are duly summoned to attend the Annual Meeting of Holt Parish Council to be held on Thursday 18 May at 7.30 pm in Holt Village Hall.**

## **AGENDA**

- 1. Election of Chairman and signing of Declaration of Chairman's Office.**
- 2. To consider apologies and to approve reasons for absence.**
- 3. Election of Vice Chairman.**
- 4. Declarations of Interest.**
  - (a) Register of Interests: All Councillors must complete a register of interests.**
  - (b) To declare any Personal Interests in items on the agenda and their nature.**
  - (c) To declare any Prejudicial Interests in items on the agenda and their nature.**
  - (d) Written requests for the Council to grant a dispensation (s33 of The Localism Act 2011) are to be passed to the Clerk at least 4 clear days prior to the meeting.**
- 5. To note Standing Orders.**
- 6. To note the Code of Conduct.**
- 7. To review the Council's Financial Regulations, Risk Assessment and Insurance Requirements, including the renewal of Insurance cover.**
- 8. To approve the minutes of the previous Parish Council Meeting held on 20 April 2017.**
- 9. To consider Matters Arising from previous Parish Council Meeting:-**
  - (a) Appointment of new Parish Lengthsman.**
  - (b) Appointment of new Parish Footpaths Officer.**
  - (c) Project to refurbish Parish benches.**

**10. Finance**

- a) **To note the current bank balances.**
- b) **To consider payments in accordance with the attached schedule.**
- c) **To review the actual spend against budget.**

**11. Date of next meeting.**

**To confirm the date of the next meeting which is scheduled for 15 June 2017.**

**C. Lightfoot**

**Clerk to Holt Parish Council**

**18 May 2017**