

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 17 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 approve the new format 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 19 April 2018.**
- 9. To consider Matters Arising from previous Parish Council Meeting:-**
 - (a) Vacancy for Parish Councillor – progress report.**
 - (b) Holt Churchyard Project – progress report.**
 - (c) Litter pick – parishioner query.**
 - (d) Wildflower meadow – progress report.**

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 21 June 2018.

**C. Lightfoot
Clerk to Holt Parish Council
14 May 2018**