

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 at 7.30 pm on Thursday 19 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) 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. Declarations of Interest.**
 - (b) **Register of Interests: All Councillors must complete a register of interests.**
 - (c) **To declare any Personal Interests in items on the agenda and their nature.**
 - (d) **To declare any Prejudicial Interests in items on the agenda and their nature.**
 - (e) **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.**
- 6. To note Standing Orders.**
- 7. To note the Code of Conduct.**
- 8. To review the Council's Financial Regulations, Risk Assessment and Insurance Requirements, including the renewal of Insurance cover.**
- 9. To approve the minutes of the previous Parish Council Meeting held on 21 April 2015.**
- 10. To consider Matters Arising from previous Parish Council Meeting:-**

- (a) BT telephone kiosk – status report.**
- (b) Litter bin Top Barn lay bye – confirmation of funding.**
- (c) Village Hall fencing – progress report.**
- (d) Renewal of Lengthsman Scheme for 2016/2017.**

11. 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.**

12. Correspondence for Information.

To note the attached appendix of items.

13. Date of next meeting.

To confirm the date of the next meeting which is scheduled for 16 June 2016.