



Holt Parish Council

Clerk to the Council: Mrs Lisa Goodwin 01258 840935

E-Mail: clerk@holtparishcouncil.org.uk

www.holtparishcouncil.org.uk

AGENDA

Members are summoned to attend

The Annual General Meeting of HOLT PARISH COUNCIL

Wednesday 7th May 2025 at 7pm Holt Parish Hall

Members of the Public and Press are welcome to attend

1. Election of Chair for 2025-2026.
2. Election of Vice Chair for 2025-2026.
3. Declaration of Acceptance of Office – Chair, Vice-Chair (and all Councillors in Election year).
4. Apologies. (JC)
5. Declaration of Interests & Requests for Dispensation.
6. Appointment of Representatives for coming year (initials in brackets are current representatives):

DAPTC (JW)	PARISH HALL (JE)	EMERGENCY PLANNING (JC/PF/LG)
RIGHTS OF WAY (PF/SW/JE)	TREE OFFICER (JC)	SPEED INDICATOR DEVICES (PF/JC/GC)
STAFFING (JC/WLC/PF)	HEALTH & SAFETY (WLC)	FLOODING (PF/GR)
HIGHWAY WORKING GROUP INC SPEED WATCH (JC/PF/GP)	ST MARGARETS & STONES (JC)	NEIGHBOUR CARE TRANSPORT (AK)

7. To consider the Annual Reports from St James' CE VC First School & Neighbourcare Transport Scheme.
8. To confirm the minutes of the meeting held 19th April 2025.
9. Dorset Councillors Report.
10. Public Open Session – opportunity for members of the public to ask questions
11. To consider Planning & Tree Applications below and any further received before the meeting & Planning Enforcement matters.
 - [P/FUL/2025/01816 SHEEPCROFT FARM, WHITEMOOR, BH21 7DA Proposal: Convert and alter existing buildings to form 1 residential dwelling house with associated landscaping, parking and infrastructure.](#)
 - [P/HOU/2025/01953 & P/LBC/2025/02138 WIN WHISTLE COTTAGE, BURTS LANE, MANNINGTON, BH21 7JX Proposal: Extension to existing outhouse.](#)
 - [P/HOU/2025/01828 PILFORD COTTAGE, PILFORD LANE, BROOMHILL, BH21 7AR Proposal: Raise roof of garage, garage conversion to create first floor level with linked extension to main dwelling, removal of conservatory, erection of flat roof rear/side extension with block paving to driveway and upgrade and enlarge patio.](#)
 - [P/HOU/2025/01826 PILFORD COTTAGE, PILFORD LANE, BROOMHILL, BH21 7AR Proposal: Removal of conservatory, erection of flat roof rear/side extension with block paving to driveway and upgrade and enlarge patio.](#)
 - [P/CLE/2025/02450 CLAYFORD LOGGING YARD, UDDENS, BH21 7BJ Proposal: Certificate of Lawfulness to confirm the lawful use of the site as a logging yard.](#)
12. To consider Highway Matters; Working Group Update and to approve expenditure for extending SID programme.
 - Revised quotation to refurbish Broomhill Fingerpost.
13. To consider Cemetery Matters and arrange date for annual inspection in June.
14. To consider Rights of Way Matters.
15. To consider Parish Hall Matters.
16. To consider any actions from correspondence received.
17. Financial Matters/Expenditure & to Approve Accounts for y/e 31 March 2025.
 - To consider a grant toward The Reef Youth Club.
 - To review Spend against Budget 2024-2025.
 - To complete Conflict of Interest Form for BDO LLP.
 - To receive and note the Internal Audit Report for y/e 31 March 2025.
 - To approve the Annual Governance Statement for y/e 31 March 2025.
 - To approve the Accounting Statement for y/e 31 March 2025.
 - To confirm the dates for Notice of Public Rights & Publication of Unaudited AGAR for y/e 31 March 2025.
 - To approve Annual Insurance Renewal due 1st June 2025.
 - To approve the following items for payment including Clerk's Salary:

ONLINE	CLERK	Reimbursement of Expenses Jan-Feb-Mar 2025	£223.15
ONLINE	WHEELER BROWN	Professional Services Payroll & AE to March 2026	£312.00
 - To consider candidates for co-option to fill vacancy to represent FURZEHILL.

Signed:

Clerk to the Council 30th April 2025