

HINGHAM TOWN COUNCIL**MINUTES of the Town Council meeting held on Tuesday 06 December 2016.****Present****Councillors****Cllr P Eldridge – Chairman****Cllr P Dore – Vice Chairman****Cllr A Lys, Cllr S Riley, Cllr G Maltby, Cllr Dunnett, Cllr Chan, Cllr G Shingfield (arrived at 8pm),
Clerk – Alison Doe****There were 6 members of the public present, including District Cllr Y Bendle and County Cllr
M Dewsbury**

- 1. Apologies for absence** – were received from Cllr Stickland (unwell), Cllr Bendle (unwell), Cllr Foord (bereavement).
- 2. Declarations of interests with regard to items on the agenda and to consider requests for dispensations**
Cllr Maltby and Cllr Eldridge declared an interest in agenda item 20
Cllr Riley declared an interest in agenda item 12
- 3. Public participation session**
 - The Council was thanked for the town's lovely Christmas tree and lights.
 - Thanks was also given to the Grotto Committee for the Grotto on the Fairland.
 - It was noted that the grass cutting contractor has been doing a good job keeping the town greens looking nice.
 - Concerns were raised regarding the potholes in the driveway to the Lincoln Hall.
 - A member of the public suggested that the land south of the Abel Homes Hops site had been made un-farmable and was therefore assured for future development.
- 4. Accuracy of the Minutes of the Town Council meeting of 15 November 2016** – the minutes were agreed as correct and signed by the Chairman
- 5. Matters Arising (written report circulated prior to the meeting – see Appendix A)**
- 6. Working party reports**
(Written report circulated prior to the meeting) - **The Events Working Party** reported that all plans were in place for the "Fayre on the Fairland" on 10th December and thanks was given to District Cllr Bendle for the grant from South Norfolk Council for re-usable items.
(Written report circulated prior to the meeting) **The Cemetery and Churchyard Working Party** reported that the clearing of the overgrown area in the churchyard continues, resulting in a pile of cut vegetation that needs moving. It was stated that the pokeweed roots would need digging out. Concerns were expressed regarding the churchyard wall being in need of repair – the working party will look into this. The working party are due to meet on 13th December.
The Highways Working Party had not met – it was noted that the white edging lines had now been painted in the Market Place by Norfolk County Council and that it appeared to

make little difference to the speed of vehicles. The SAM2 sign has been added to the insurance policy and was ready to be used.

7. Reports from representatives on external bodies

Hingham Playing Field Association reported that since the new tennis club building had been completed the rates demand for the Sports Centre had increased, they are now trying to get them rated separately. It was also reported that the floodlights are now run directly from the building, not a generator and that the clubs, (in particular tennis and short mat bowls) are doing well.

8. Correspondence

- 8.1 Norfolk County Council, Farnaz Khan-Lodh - Temporary road closure in the Parish of Hingham**
- 8.2 Norfolk Constabulary, Jim Squires - Police budget 2017/18 consultation**
- 8.3 Local Government Boundary Commission for England, Jonathan Ashby – Electoral Review of South Norfolk Draft Recommendations**
- 8.4 South Norfolk Council, Lucy Johnston - Parish Precepts 2017-18**
- 8.5 South Norfolk Council, Jessica Ransome - Christmas bin collections and recycling**
- 8.6 South Norfolk Council, Adam Nicholls - Greater Norwich Local Plan - Call for Sites information**
- 8.7 NALC - LAIS1394 Neighbourhood Planning Bill.**
- 8.8 Hingham Society, Tom Cowin – Traffic Measures in Hingham**
- 8.9 Ruth Bateman, Lincoln Social Centre Committee – Council non-attendance at Committee meetings**

9. District Councillor's report

District Councillor Bendle reported that the notification from South Norfolk Council of the results of the call for land for housing for the Greater Norwich Local Plan (2026-2036) was the very early stage in the process and stressed that nothing had been decided and far more sites had been put forward for consideration for development that is actually needed. The land that has been put forward will now be assessed by South Norfolk Council after which a consultation process will take place. Cllr Bendle urged the Town Council to calm people's fears regarding the published results of the call for land. Cllr Bendle also reported that a green belt area around Norwich had been suggested and confirmed that the government's 5 year land supply rule overrules local and neighbourhood plans. (It was suggested to Cllr Bendle that smaller developments may be more appropriate for communities such as Hingham rather than large developments - Cllr Bendle advised that if a planning application is submitted for a large development South Norfolk Council have to accept that application).

It was also reported that the proposed ward boundary changes would not change the number of District Councillors and that it is not proposed the change the boundary for Hingham and Deopham ward.

The proposed changes to the Hingham Conservation area go to full Council on 12th December.

There had now been some progress regarding the funding for outdoor gym equipment at the sports field.

CLlr Bendle reported that after lobbying the MP, it had been announced that Rural Rate Relief was being brought into line with Business Rate Relief.

10. County Councillor's report

County Councillor Dewsbury reported that a suggestion had been put forward after some smaller parishes had expressed that they would like a small amount of development. There is now a new interim Director of Children's Services (following a resignation). Healthy Libraries initiative has been launched in Norfolk to promote health and wellbeing, other initiatives within libraries are also being looked at to support other services such as promoting maths (the Castle Museum is holding storming the castle events to promote maths skills and support Children's Services).

11. Planning Decisions

- 11.1 No: 2016/2525 - 10 Primrose Road Hingham Norfolk NR9 4HQ**
Proposed single storey rear extension, extending 3.9m from the rear wall of the existing dwelling house, with a maximum height of 3.2m and an eaves height of 2.1m.
Prior Approval not Required
- 11.2 2016/24165 - Bears Close Hingham Norfolk NR9 4LN**
Proposed single storey rear extension, extending 5m from the rear wall of the original dwelling house, with a maximum height of 4m and a eaves height of 2.6m
Prior Approval not Required
- 11.3 2016/2380 - Teats Barn Little Ellingham Road Hingham Norfolk NR9 4NE**
Variation of condition 2 of permission 2016/0611 (Variation of condition 2 of permission 2014/1578/F (Conversion of barn to dwelling) - minor alterations to conversion of barn and erection of a general store building) - design amendments to general store (building)
Approval with Conditions
- 11.4 2016/2328 - 6 Stone Lane Hingham NR9 4LH**
Beech - Thin by 30%, by removing some of the larger branches from the middle of the main trunk of the tree to reduce density. Reduce height and spread by around 1 to 2 m to leave approx 8m in height and 6 metres spread.
No objections
- 11.5 2016/2317 - Stables At Elm Farm , The Fields Hingham Norfolk**
Variation of Condition 2 of planning consent 2014/1525 (2 bedroom bungalow) - Amended plans to allow revised layout.
Approval with Conditions
- 11.6 2016/1796 - 37 - 39 Hardingham Road Hingham Norfolk NR9 4LX**
Part demolition and redevelopment of site for 17 one-bedroom specialised supported living apartments (Use Class C3) and Higher Complex Care and Autism accommodation comprising seven bedrooms and ancillary

staff/communal areas (Use Class C2), together with car parking and amenity space.

Approval with Conditions

12. Planning Application

- 12.1 2016/2775 - Church Of St Andrew Attleborough Road Hingham Norfolk**
Work to T32 small leaf lime, fronting the northern boundary of the churchyard, remove epicormic growth from base to a height of approx 5m and branches spreading onto roof and windows of the cottage. (Application by Hingham Town Council)
- 12.2 2016/2696 - Church Of St Andrew Attleborough Road Hingham Norfolk**
South west corner of churchyard remove any tree stumps which have already been cut down to 1m above ground level. Remove young sycamore trees within this area to ground level. Large sycamore tree in south west corner - remove suckers growing from root area. Crown lift remaining trees if needed to clear access height of 2m from ground level. Magnolia Seulangiana bushes prune these back throughout the churchyard to enable access to graves. (Application by Hingham Town Council)
- 12.3 2016/2681 Land Adj To 12 Lincoln Close Hingham Norfolk -**
Build a one bedroom bungalow linked with an extension to no.12 Lincoln Close. - The council agreed to recommend approval
- 12.4 2016/2790 - 8 St Andrews Close Hingham NR9 4JT**
Single storey extension and alterations to dwelling –
The council agreed to recommend approval

13. To receive an update on the Norfolk County Council ,Speed Management Measures at B1108 Church Street, Hingham and White Lining Scheme in the Market Place

The consultation letter from Norfolk County Council was read out asking for comments on the proposed extension to the 20mph zone, the Clerk explained that it would not be possible to place the 20mph signage on the verge outside the library as this would change the start position of the speed limit, bringing it closer to the B1108/ Fairland junction. It was agreed to respond to NCC and reiterate the importance of the scheme especially since the latest accident at the crossroads.

14. To discuss the response from Police and Crime Commissioner Lorne Green regarding enforcement of the 20mph speed limit

The letter from the Police and Crime Commissioner was read out stating that it was expected that Norfolk police officers would enforce the law where drivers are exceeding the speed limit through wilful offending, (speeding was dealt with on a priority basis where it is known that there is a serious threat of harm).

15. To agree the details of the application for Parish Partnership Funding for a pavement on the south green in the Market Place

The application as prepared by the Clerk was agreed (with corrections to typing errors). Amount applied for £4500.

16. To discuss a request from a resident to place a mirror on a lamp column on Norwich Street (with reference to the boards around the site of “Woolleys Garage”

It was agreed that there were no objections to a mirror being temporarily placed on the lamppost – but the resident would require permission from Norfolk County Council. The Clerk to contact the Co-op to advise that the hoarding is causing visibility issues.

17. To decide whether to award to grass cutting contract to the current contractor for a further 2 years

It was discussed that the standard of work general was very good – although concerns were raised regarding the picking up of the grass on the sports field, the helpful service provided by (Mr Smith of) TTSR Ltd was also noted. It was proposed and agreed to award the contract to TTSR Ltd for a further 2 years as per the quotation tendered.

18. To discuss the 100th anniversary of the bust of Abraham Lincoln being presented to Hingham in 1919

It was suggested that a committee could be set up and that Select Men could be contacted.

19. Proposal to invite tenders for an internal auditor for (2016/17) financial year-end audit

It was agreed to advertise within the parish magazine and also to invite a tender from Luisa Cantera.

FINANCE

20. Accounts for Payment

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| D Ramm - wages (5 weeks) £881.57 - cleaning products £4.25 | £885.82 | |
| A Doe wages £671.67 - Licence for fair £21.00(events) | £692.67 | |
| E-on (November) | £581.84 | |
| K and M lighting | £294.19 | |
| Anglian Water (Fairland Standpipe) | £13.67 | |
| The Society of Local Council Clerks (membership) | £121.00 | |
| Xerox Finance (printer rental Jan-Mar17) | £115.31 | |
| TTSR Ltd (grass cutting) | £2,796.34 | |
| P Eldridge (Reimbursement Christmas Lights) | £233 .00 | |
| Gerald Mayer (Reimbursement Cemetery Planting) | £100.00 | |
| G Maly (Reimbursement for banners, lights, batteries)(events) | £406.87 | |
| Auber Electrical (cable) (events) | £118.75 | |
| Hockham Playing Field Association (market stalls)(events) | £50.00 | |
| Connections Entertainment (disco) (events) | £270.00 | |
| Eurooffice (paper , toilet paper) | £190.72 | |
| Nest Pension (direct debit) | £16.48 | |
| | <i>Sub Total</i> | £6,653.66 |
| <i>already paid</i> | | |

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| Hockham Christmas Tree | £75.00 | |
| PHS Group | £427.91 | |
| Total | £7,156.57 | |

21. 'Exclusion of the Press and Public under the Public Bodies (Admission to Meetings) Act 1960 to discuss the following matters:' - It was agreed to exclude the public for the discussion of agenda item 22.

22. To consider the quotations for remedying the leaning memorial stones in the Cemetery
The three quotations received were discussed it was proposed and agreed to accept the quotation given by TTSR Ltd, for offering the best price and also detailing how the work would be undertaken.

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| | <ul style="list-style-type: none"> - Appendix A – - Clerks Report for 06 December 2016 | 2171 |
| Min: | Update | |
| | Matters Arising From the minutes of the meeting on 15 November 2016 | |
| 7 | Public Toilets a meeting with SNC officers is scheduled for 12 December 2016 | |
| 8 | Payment to PHS has been made and confirmation received that it was received and the account is now clear | |
| 9 | Purchase of reusable items – banners, lights and cabling has been purchased, a grant for £450.00 was given from South Norfolk Council. | |
| 10 | New Christmas tree lights have been purchased and are now on the tree | |
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| | OTHER UPDATES | |
| | Church Yard overgrowth and tree works – an application for work to trees in a conservation area has been submitted and should be determined by 10 th January | |
| | Refuse left on the Toilet gardens – reported to SNC – who have advised that the trade waste being left out was due to an unauthorised agreement with the waste collection crew and the business concerned – the matter “has been addressed” and waste will only be placed outside on the day of collection as a short term measure while a long term solution is being sought. | |
| | Cemetery Horsfall/Green plots — the removal of the kerbing is awaited. The stone to mark the de consecration area – is now in place | |
| | Fairland Oak — the tree was reduced on 03 December and was due for felling 05 December 2016 | |
| | Highway matters –Regarding the broken directional sign on Bond Street, NCC highways to look to see if they can reset it – (replacement would be with a plastic type directional arm). This has been chased again | |
| | SAM2 sign – the insurance company have advised that the sign will be added to the insurance policy (and will notify of any additional charges, which if any will be minimal – also an extra pair of hands may be required to help put the brackets up! | |
| | The Clock –the clerk has spoken to Colin Walton the Clock repair man has attended the clock, a piece of loose wire from previous work (possibly by Smiths) had got caught. The resulting problem with the clock has caused damage to the batteries working the winding mechanism. | |
| | No Parking Signs – for the small green on the Fairland – temporary signs have been placed on the 2 largest small greens and at the entrance to the green by the bowls club – the request not to park on the grass seems to be well observed. | |
| | The Fairland (Lincoln Hall driveway) – the clerk and Cllr Eldridge have looked at the area and think 2 reasonable sized oak trees could be planted to the left of the entrance (and possibly a smaller tree in between) and the hedge to the right of the entrance could be extended, plants to be priced | |
| | Green Street Lights – the 2 on Dereham Road are very close to telegraph poles enquiries will be made with BT to see if a lamp can be sited on the these, there are 4 other green light remaining, in 1 in Pottles Alley, 2 on Baxter Road and 1 on Hardingham Street. | |
| | Skate Park sign - quotations requested | |

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| | Painted on road bus stop bay, Norwich Street – a request has been made with NCC Highways for this to be done – work outstanding but should be completed before Christmas |
| | OUTSTANDING ISSUES |
| | Complaint to the bank /banking arrangements - no response to date |
| | Bank Account – a form needs to be signed by all signatories to link the accounts to telephone banking. |
| | Lincoln Hall Driveway – laying of Tarmac Planings – date to be re-arranged with Mr Shingfield |
| | Review/update of the Handyman’s contract – to be completed. |
| | Commemorative Plaque for the Fairland Bus shelter – To be ordered. |
| | Request for a clear Bus Shelter – Norwich Road – By Hops development – to be looked at when the development is complete |
| | Provision of outdoor Gym equipment – HPFA to update as appropriate |
| | Neighbourhood Plan – Councillors need to read through the information (website links) previously provided to enable a decision to be made at a later date |
| | Ravencroft have sent a fee proposal for the tree survey £345.00 + vat – the agreement form has been returned – awaiting the tree survey to be undertaken |

Report Prepared – 05 December 2016.