

## HINGHAM TOWN COUNCIL

### MINUTES of the Town Council meeting held on TUESDAY 15 NOVEMBER 2016. Present

#### Councillors

Cllr Eldridge – Chairman

Cllr Dore – Vice Chairman

Cllr Lys, Cllr Riley, Cllr Chan, Cllr Maltby, Cllr Dunnett, Cllr Bendle

#### Clerk - Mrs Doe

There were no members of the public present

1. **Apologies for absence** were received from Cllr Foord (unwell), Cllr Stickland and Cllr Shingfield.
2. **Introduction of the co-opted Councillor (Christine Dunnett) and signing of the Acceptance of Office form**  
Christine Dunnett was introduced to the Councillors and welcomed on to the Town Council, the Acceptance of Office form was signed in the presence of the Clerk.
3. **Public participation session**  
Cllr Maltby reported that there may be some space available in the Lincoln Hall shed for storing some event equipment.
4. **Accuracy of the Minutes of the Town Council meeting of 01 November 2016**  
The minutes were agreed as correct and signed by the Chairman.
5. **Declarations of interests with regard to items on the agenda and to consider requests for dispensations**  
Cllr Riley declared an interest in agenda item 6.
6. **Planning Application**
  - 6.1 **2016/2605 - 13 Rectory Gardens Hingham Norfolk NR9 4RG**  
**Proposal: Single storey front and side extension**  
The council agreed to recommend approval.
7. **Matters arising (written report circulated prior to the meeting, see Appendix A)**  
The Clerk advised that the felling of the Fairland oak had been delayed due to poor weather, and was now scheduled for early December (the contractor has apologised and has been notified of the date of the Christmas Fayre and it has been requested that the work be complete before the 10th December).  
The Clerk also advised that an officer from South Norfolk Council wishes to meet to discuss the specification for the toilet refurbishment – the Clerk is awaiting suggested dates.

**8. Proposal for a recorded vote regarding the payment demand by PHS for outstanding charges of £427.91**

A letter had been sent to the Clerk threatening court proceeding if the payment was not made. The Chairman explained that he had taken legal advice, which confirmed that there was an implied contract and that a 90 day notice period was not unreasonable, it was also stated that the cost of any legal proceedings was likely to far exceed the amount being pursued by PHS.

It was agreed to decide the issue by recorded vote.

Members of the council (present) voting for paying the charges:

Cllrs Riley, Chan, Eldridge, Dore, Bendle, Lys, Dunnett, Maltby

Members of the council (present) voting against paying the charges:

None.

A cheque made payable to PHS Group for £427.91 was written and signed.

**9. Proposal to allow re-usable items to be purchased for events (amount not to exceed balance of the “Events Fund” – with grant funding applied for where possible)**

It was explained that the Events Working Party wished to purchase banners, lights and electric cabling (all being reusable) and that some income had already been generated from the businesses booking stalls at the “Christmas Fayre”. It was agreed that the Events Working Party could purchase items, and that funding should be sourced if possible.

**10. Proposal to purchase some new Christmas Tree lights**

It was agreed that lights could be purchased to the value of £325.00 (£400 had been allocated in the budget – the Christmas tree cost £75.00)

**11. To consider the budget for the Financial Year 2017/18**

The draft budget was considered, it was agreed that £4000 (capital spending) should be provisionally allocated undertake repairs on the car park drain, the Clerk has sought advice from the insurance company regarding this issue as the area is not owned by the Town Council.

It was noted that the 2015/16 budget projected expenditure exceeding projected income and this trend was likely to continue therefore depleting reserves. The Clerk suggested that ways of raising income for specific projects would need to be considered, giving the example of clock restoration and maintenance. Setting up a “Friends of Hingham Cemetery” was also suggested.

Meeting ended at 8.45pm

Signed ..... Chairman 06.12.16

	<b>Appendix A -</b> <b>Clerks Report for 15 November 2016</b>	2162
<b>Min:</b>	<b>Update</b>	
	<b>Matters Arising From the minutes of the meeting on 01 October 2016</b>	
<b>6.2</b>	<b>Letter to Nancy and Dennis Playford – ready to send - address needed</b>	
<b>9.3</b>	<b>Speedwatch forms are still awaited from volunteers.</b>	
<b>16</b>	<b>Printing paper for Councillors – is now available -</b>	
<b>20</b>	<b>Signage for the NCC 20mph safety scheme – a request has been sent for The Fairland sign to be sited on the verge (library end) opposite Fairland garage.</b>	
<b>21</b>	<b>Skate Park Fun Box - need to ascertain the original position/suitable position for the fun box to be fixed -</b>	
	<b>OTHER UPDATES</b>	
	<b>WEBSITE</b> — <a href="http://hinghamtowncouncil.norfolkparishes.gov.uk">http://hinghamtowncouncil.norfolkparishes.gov.uk</a> – being added to regularly	
	<b>Church Yard overgrowth and tree works</b> – work has started to clear the overgrown nettles – the working party have met with Hugh Coggles from SNC – an application for work to trees in a conservation area has been submitted	
	Ravencroft have sent a fee proposal for the <b>tree survey</b> £345.00 + vat – the agreement form has been returned -	
	<b>Refuse left on the Toilet gardens</b> – reported to SNC— response received asking for further information	
	<b>Cemetery</b> <b>Leaning memorials</b> – some quotations received third quotation awaited <b>Horsfall/Green plots</b> – The Clerk has spoken with a member of the family, the plastic railings have now been removed – the removal of the kerbing is awaited. <b>The stone to mark the de consecration area</b> – awaited -	
	<b>Fairland Oak</b> — work is expected to be carried out early November	
	<b>Bench around the Lime Tree</b> in the jubilee rose garden has now been removed	
	<b>Parish Partnership Funding</b> – the Clerk has met with the Highway engineer and discussed the planned pavement – the Clerk has requested a formal quotation for the work to be carried out.	

	Responsibility of maintenance for the pavement once built would fall with Hingham Town Council. Quotation received, application to be agreed at the meeting on 06 Dec 16
	<b>Letter has been sent to Lorne Green Norfolk PCC regarding the police policy of not enforcing 20mph speed zones</b> , response received – to go on the agenda for 06 December 2016
	<b>Highway matters</b> –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). <b>White Lines in the Market Place and Bust Stop bay</b> – this work has been <b>chased again</b> and will hopefully be undertaken soon!
	<b>SAM2 sign</b> – awaiting some advice from the insurance company prior to deploying the sign – <b>also an extra pair of hands may be required to help put the brackets up!</b>
	<b>The Clock</b> –Peter Trett has been speaking to Colin Walton the Clock repair man has attended the clock, a part has been removed for repair
	<b>OUTSTANDING ISSUES</b>
	<b>No Parking Signs</b> – for the small green on the Fairland - suitable signs are yet to be found and priced
	<b>Complaint to the bank /banking arrangements</b> - no response to date
	<b>Bank Account</b> – a form needs to be signed by all signatories to link the accounts to telephone banking.
	<b>The location of the existing green street lights</b> needs to be assessed to see if any existing poles can be used for siting the lights
	<b>Lincoln Hall Driveway</b> – laying of Tarmac Planings – date to be re-arranged with Mr Shingfield
	<b>Review/update of the Handyman’s contract</b> – to be undertaken.
	<b>Commemorative Plaque for the Fairland Bus shelter</b> – To be ordered.
	<b>Skate Park sign quotations</b> to be sought
	<b>Request for a clear Bus Shelter</b> – Norwich Road – By Hops development – to be looked at when the development is complete
	<b>Provision of outdoor Gym equipment</b> – HPFA to update as appropriate
	<b>Hingham Public Toilets</b> - Andy Sheppard has left SNC – the individual taking over his work has requested a meeting to discuss the specification

	<b>Painted on road bus stop bay, Norwich Street – a request has been made with NCC Highways for this to be done – work outstanding</b>
	<b>Neighbourhood Plan – Councillors need to read through the information (website links) previously provided to enable a decision to be made at a later date</b>
	<b>The Fairland (Lincoln Hall driveway) – replacement oak Tree to be purchased – and a planting scheme to replace the posts be drawn up and priced</b>

Report Prepared – 14 November 2016.

Crime Figures – reported in September 16 ....On or Near....	
Springfield way – Burglary (1)	Glebe Close - Violence and sexual offences (2)
Lincoln Avenue - Anti-social behaviour (3)	Criminal damage and arson (2)
Hardingham Street – Public order (1)	Low Lane - Anti-social behaviour (1)
<a href="https://www.police.uk/norfolk/D12/crime/">https://www.police.uk/norfolk/D12/crime/</a>	