

HINGHAM TOWN COUNCIL

YOU ARE INVITED TO THE ANNUAL MEETING OF HINGHAM TOWN COUNCIL IN THE LINCOLN HALL ON TUESDAY 02 MAY 2017. CORRESPONDENCE WILL BE AVAILABLE FOR INSPECTION AT 7.00pm AND THE MEETING WILL COMMENCE AT 7.30pm.

Planning Applications and conditions attached to planning decisions should be viewed on the South Norfolk Council website

<http://www.south-norfolk.gov.uk/planning/index.asp>

A G E N D A

1. To elect the Chairman. The newly elected Chairman to sign the Chairman's Declaration of Acceptance of Office
2. To elect the Vice- Chairman. The newly elected Vice - Chairman to sign the Vice-Chairman's Declaration of Acceptance
3. Apologies for absence
4. Public participation session

5. Accuracy of the Minutes of the Town Council meeting of 04 April 2017
6. Accuracy of the Minutes of the Annual Town Meeting of 18 April 2017

7. Declarations of interests with regard to items on the agenda and to consider requests for dispensations
8. Matters arising from the Minutes of 04 April 2017
9. Working party reports
10. Reports from representatives on external bodies

11. Correspondence
 - 11.1 John Onslow – Speed Reduction
 - 11.2 Norfolk Constabulary – Police Connect - Information Alert. Blue Badge applications
 - 11.3 Norfolk Constabulary - Op Randall Rural Crime Newsletter
 - 11.4 Norfolk Constabulary – Hingham, Deopham and Wicklewood Newsletter
 - 11.5 Mike Preston, East Anglian Air Ambulance - Recycling in your community in 106 partnership with EAAA and The Salvation Army
 - 11.6 Community Action Norfolk – Funding Newsletter
 - 11.7 South Norfolk Council - Independent Retailer Awards
 - 11.8 South Norfolk Council - Protocol following the death of a senior member of the Royal family
 - 11.9 RoSPA Play Safety - Notification of play area inspection for Hingham Town Council (Skate Park)
 - 11.10 Richard Bacon - INVITATION: 'How Should Norfolk Grow?' Housing Conference, John Innes Conference Centre, 29 June 2017
 - 11.11 Norfolk ALC – News Letter
 - 11.12 Yvonne Bendle – Market Place Footway proposal
 - 11.13 Sally Blundell – East Of England Co-op Funeral Services – Community Support
 - 11.14 Lindsey Read – Hingham Tennis – Award
 - 11.15 Police Inspector John Colbert – Speeding in Hingham

12. District Councillor's report
13. County Councillor's report

14. Planning Decisions

- 14.1 2017/0431 - The Cottage 13 Hall Lane Hingham NR9 4JX
Proposed two-storey rear extension – Withdrawn**

15. Planning Applications

- 15.1 2017/0824 - Rosebank Bears Lane Hingham NR9 4LL
Proposed two single storey extensions and associated internal alterations.**
- 15.2 2017/0868 - The Cottage 13 Hall Lane Hingham NR9 4JX
Proposed two-storey rear extension**
- 15.3 2017/0910 - Teats Barn Little Ellingham Road Hingham Norfolk NR9 4NE
Variation of condition 2 of permission 2016/2380 (Variation of condition 2 of permission 2016/0611 (variation of condition 2 of permission 2014/157 (Conversion of barn to dwelling) - minor alterations to conversion of barn and erection of a general store building) - design amendments to general store (building)) - change of material for external finishes to render for carports
AND
2017/0911 Teats Barn Little Ellingham Road Hingham Norfolk NR9 4NE
Variation of condition 2 of permission 2014/1578 (Conversion of barn to dwelling) - alterations to elevations**

- 16. To receive a report from Peter Trett regarding the Church Clock**
- 17. To receive a report from Peter Trett regarding the Churchyard kissing gate**
- 18. To discuss to cost of purchasing Tree Guards and proposal for Peter Trett to make them**
- 19. To consider annual membership renewal of the Norfolk Association of Local Councils**
- 20. To consider/agree amendments to the Risk Assessment/Policy Documents**
- 21. To review Standing Orders**
- 22. To review Standing Orders for Working Parties**
- 23. Review of representation on external bodies and arrangements for reporting back**
- 24. Review existing Working Parties and membership to them**
- 25. To receive a copy of the updated Asset Register**
- 26. Review of the council's complaints procedure**
- 27. Review of the council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998**
- 28. To note the time and place of meetings of the Council up to and including the next annual meeting of the council (to include the date of the next Annual Town Meeting)**
- 29. To Propose items for the next Agenda**

FINANCE

- 30. Proposal for the Finance Committee to act as Financial Scrutiniser**
- 31. To review the Financial Regulations (including as requiring amendment if agenda item 30 is agreed)**
- 32. To agree and sign off the Year End Accounts**
- 33. To receive South Norfolk Council notification of payment of the grant and precept**
- 34. To Receive South Norfolk Council notification of the Community Infrastructure Levy (CIL) Payment to Hingham Parish (28th April 2017)**

35. To receive notification of the section 137(4)(a) of the Local Government Act 1972 ("the 1972 Act") for 2017-2018 (£7.57 per Local Government Elector)

36. To Discuss the change of arrangements to the payments of the Norfolk County Council community transport grant (Community Car Scheme)

37. Accounts for Payment

D Ramm (£14.00 toilet ceaning products £726.18 wages 4 wks)	£740.18
A Doe (£42.48 Stamps £672.83)	£715.31
J Squires (toilet cleaning cover)	£60.80
Eon	£581.84
K and M lightins Services (contract)	£294.19
Anglian Water (Attleborough Road)	£16.99
P Trett (Churchyard gate repairs)	£15.00
Norfolk ALC - Membership	£387.29
Hingham & District Community Car Scheme (Jan-Mar 17)	£423.50
<i>SUB TOTAL</i>	<i>£3,235.10</i>
P Eldridge - Chairmans Allowance (TO BE AGREED)	£369.00
A Doe - Annual Allowance (expenses) - heating/ lighting/ electricity etc (TO BE AGREED)	£216.00
TOTAL	£3,820.10

38. 'Exclusion of the Press and Public under the Public Bodies (Admission to Meetings) Act 1960 to discuss the following matters:'

39. To Receive and discuss the response from the Care Quality Commission (ref; Storm Doris/Pilgrim House /Hassingam House)

40. To Consider and agree the Chairman's Allowance

41. To Consider and Agree The Clerk's Allowance

Alison Doe

Town Clerk

26 April 2017

Any planning applications and correspondence received after the publication of this notice may also be discussed.

Matters Arising from the minutes of the Town Council Meeting held on 04 April 2017

MIN

16 Details of the Parish Partnership project to construct a foot way on the south green of the Market Place were circulated at the Annual Town Meeting. Wider consultation with residents and consultation with the planning department is needed before the project goes ahead.

17 The Clerk has contacted SNC regarding the setting up of a “community emergency group” and asked if the relevant officer would be able to attend a Town Council meeting to offer some further advice.

18 The Chairman presented an award/certificate at the Annual Town Meeting to Nancy and Dennis Playford for the years’ service to the community through their involvement with the community car scheme.

19 Representative from Norfolk Constabulary attended the Annual Town Meeting and concerns regarding speeding were raised.

21 No further updates have been received regarding the refurbishment of the public toilets.

23 The churchyard kissing gate has been made safe.

24 The Annual Town Meeting was well attended – reports were received from 22 Hingham Organisations, Clubs, Charities and Societies.