

HINGHAM TOWN COUNCIL

YOU ARE INVITED TO A MEETING OF HINGHAM TOWN COUNCIL IN THE LINCOLN HALL ON TUESDAY 05 NOVEMBER 2019. GENERAL (NON CONFIDENTIAL) CORRESPONDENCE WILL BE AVAILABLE FOR INSPECTION AT 7.00pm AND THE MEETING WILL COMMENCE AT 7.30pm.

Members of the public and press are welcome to attend.

At agenda item 2 (Public Participation) the public will be invited to give their views and questions to the Town Council on items on the agenda or raise issues including those for the consideration of inclusion at future meetings.

(Matters that are confidential or commercially sensitive may not be addressed in public, this includes personnel matters)

If an item is not on the agenda no decision can be made at this meeting.

Public Participation will be generally limited to 15 minute duration

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. Apologies for absence
2. To note the resignation of Cllr Cowles, Cllr Bales, Cllr Y Bendle and Cllr R Bendle
3. To elect a Chairman
4. Public participation session - (15 minutes) (Members of the public may make a statement or ask a question of not more than three minute's duration)
5. **Ref: Town Councillor Vacancy no. 1 (applicable ONLY if there has NOT been a request by 10 electors to fill the vacancy by election)**
To consider any applications for co-option onto the Town Council
6. Declarations of interests with regard to items on the agenda and to consider requests for dispensations
7. To agree a Chairman to preside over any agenda items of this meeting, if both the Chairman and Vice Chair are unable to preside due to (agenda item 1) Apologies for absence and /or (agenda item 4) Declarations of interests
8. Accuracy of the Minutes of the Town Council meeting of 01 October 2019
9. Matters arising from the Minutes of 01 October 2019 (written Clerks report circulated prior to the meeting)
10. Working party reports
11. Reports from representatives on external bodies
12. General Correspondence (information/circulars etc)
 - 12.1 Norfolk Fire and Rescue Service's draft Integrated Risk Management Plan (IRMP) for 2020-2023. – consultation
 - 12.2 Broadland and South Norfolk Business Awards
 - 12.3 Norfolk Constabulary - HINGHAM, DEOPHAM & WICKLEWOOD Newsletter
 - 12.4 South Norfolk Council, Annual Rough Sleeper Estimate - November 2019
 - 12.5 South Norfolk Help hub bulletin
 - 12.6 South Norfolk Council - Parish Precept Setting Guide 2020/21

13. Correspondence (not for public inspection) as addressed directly to Hingham Town Council (from residents etc.)

14. To discuss and agree any required responses/actions in relation to any item(s) of correspondence

15. District Councillor's report

16. County Councillor's report

17. Planning Decisions

17.1 2019/1990 - Discharge of condition 11 of planning permission 2017/2330 - surface water for Plot 1 only
Engineering Works Watton Road Hingham Norfolk NR9 4NN - Approved

17.2 2019/1881 - Drop kerb to provide vehicle access to property, new parking spaces and turning area to allow clear entry/exit.
25 Norwich Road Hingham NR9 4LS - Approval with Conditions

17.3 2019/0827 - Residential development of 5 single storey dwellinghouses.
Land South Of Watton Road Hingham Norfolk - Refusal

18. Planning Applications (as notified by SNC for consultation)

18.1 2019/2142 - Two storey extension to rear of property
7 Low Road Hingham Norfolk NR9 4NG

19. (other planning applications where the Town Council is not a consultee – for information only)

19.1 2019/2062 Beech tree, reduce the branches over hanging out-building from 6m to 4m to clear the roof by 2 meters.
Quorn House 10 Market Place Hingham NR9 4AF

(ITEMS 20 – 22 FINANCE)

20. Reminder of the date of the next Finance Committee meeting 19 November 2019

21. To note the receipt of the remittance advice for “payment made to Hingham Town Council – Community Infrastructure Levy payment £126.78

22. To approve Accounts for Payment (as below and any additional invoices received)

ACCOUNTS FOR PAYMENT 05 NOVEMBER 2019			VAT
TOTAL	PAYEE	DETAILS	
£ 898.74	staff	WAGES (5wk £879.36)	
		cleaning products (14.40)	2.40
		binbags (4.98)	0.83
£ 871.44	staff	WAGES (871.44)	
£ 66.09	NEST (D/DEBIT)	PENSION	
£ 617.77	EON	STREET LIGHT ENERGY	102.96
£ 240.00	Couzens UK Ltd	LIGHTING MAINTENANCE	40.00
£ 438.00	RAVENCROFT TREE SERVICES LIMITED	TREE SURVEY	73.00
£ 36.50	EDF ENERGY	TOILETS	1.74
£ 60.00	HINGHAM PCC	CHURCHYARD LIGHTING	
£ 80.00	GREAT HOCKHAM CHRISTMAS	CHRISTMAS TREE	
£ 4.19	FIRST COPY	METERED PRINTING	0.70
£ 177.06	ROADWARE	GRITBIN	29.51
£ 100.00	LINCOLN HALL SOCIAL CENTRE	HALL HIRE	
£ 3,589.79	TOTAL	TOTAL VAT	251.14

- 23. To nominate a Town Council representative on the Hingham Playing Field Association Committee**
- 24. To discuss/agree the arrangements for the Bank Mandate/cheque signatories**
- 25. To agree 2 new members to stand on the Finance Committee**
- 26. To discuss (and agree any actions regarding) the change of route for the number 3 bus.**
- 27. To discuss and agree a response to the Norfolk County Council proposals regarding the re-siting of the bus stop on Norwich Road**
- 28. To discuss (and agree and actions regarding) the tree survey, and other requests for tree work to be carried out in the Churchyard.**
- 29. To receive/ discuss any feedback from the Open Evening, Tuesday 15 October 2019**
- 30. To discuss the request by Hingham Santa's Grotto Committee to erect the Grotto and Santa's Cabin on the Fairland on Saturday 30th November 2019.**
- 31. Proposal to ask Hingham Primary school if the children could make decorations for the Town Christmas tree and to provide some materials funded from the Events fund**
- 32. To discuss the arrangements for the remembrance wreath laying**

- 33. To propose items for the next agenda (meeting date 03 December 2019)**

- 34. 'Exclusion of the Press and Public under the Public Bodies (Admission to Meetings) Act 1960 to discuss the following matters:'**
The following agenda item contains personal and commercially sensitive information and is therefore confidential

- 35. To discuss and review staff wages**
- 36. To discuss the quotation/requested arrangements with regard to the repairs to the church wall (Attleborough Road)**

Alison Doe
Town Clerk
31 October 2019

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