

YOU ARE INVITED TO A MEETING OF HINGHAM TOWN COUNCIL IN THE LINCOLN HALL ON TUESDAY 06 SEPTEMBER 2022. THE MEETING WILL COMMENCE AT 7.30pm.

Members of the public and press are welcome to attend, the doors will open from 7.20 pm.

**Prior to the commencement of the meeting, a minute's silence will be observed as a mark of respect to former Town Councillor Barry Flaxman and former Town Councillor Dick Stickland, who have both recently died.**

## AGENDA

1. Apologies for absence
2. Public participation session, (members of the public may make a statement or ask a question of not more than three minutes duration)
  - 2.1 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 minutes duration
  - 2.2 It is hoped that there will be an officer from South Norfolk Council attending the meeting to talk about issues relating to dog fouling**
3. Declarations of interests with regard to items on the agenda and to consider requests for dispensations
4. 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 3) Declarations of interests
5. To consider any applications for co-option on to the Town Council
6. To agree the accuracy of the Minutes of the Town Council meeting of 05 July 2022
7. Matters arising from the Minutes of the Town Council meeting 05 July 2022 (and other updates contained in a written Clerks report circulated prior to the meeting)
8. Working Party Reports
9. Neighbourhood Plan Steering Group report
10. Reports from representatives on external bodies/ attendees of external meetings/training
11. General Correspondence (information/circulars etc)
  - 11.1 Norwich Western Link Pre-Planning Application Public Consultation
  - 11.2 South Norfolk Council, The Business Breakfast
  - 11.3 Norfolk County Council, Development starts on new affordable housing scheme
  - 11.4 South Norfolk Council Taximeter Tariff (Table of Fares) Consultation
  - 11.5 South Norfolk Council, Customer Panel
12. Correspondence (not for public inspection) as addressed directly to Hingham Town Council (from residents etc. and may contain personal information)
  - 12.1 Parking in Hingham
  - 12.2 Town Planning and Hedges

13. To discuss and agree any required responses/actions in relation to any item(s) of correspondence
14. District Councillor's report
15. County Councillor's report
16. Planning Decisions
  - 16.1 2022/1456 Proposed single storey rear extension, extending 5m from the rear wall of the original dwelling house, with a maximum height of 3.64m and an eaves height of 2.77m  
21 Rectory Gardens Hingham Norfolk NR9 4RG - Prior Approval not Required
  - 16.2 2022/1217 Demolition of existing garage. Erection of flat roof side extension  
7 Drinkwater Close Hingham Norfolk NR9 4LU - Approval with Conditions
  - 16.3 2022/1048 Replace all existing windows, porch and patio doors with powder coated heritage windows in cream finish.  
The Coach House Chapel Street Hingham Norfolk NR9 4JH - Approval with Conditions
17. Planning Applications (as notified by SNC for consultation)
  - 17.1 2022/1327 Installation of 20 x ground mounted solar panels  
Highmoor Farm Little Ellingham Road Hingham Norfolk NR9 4NE
  - 17.2 2022/1295 Single storey front extension  
12 Hardingham Street Hingham Norfolk NR9 4JB
  - 17.3 2022/1317 Change of use of the existing cabin and site used as a dog-care business to a forest school setting  
Dogtales Daycare Attleborough Road Hingham Norfolk NR9 4NQ
18. Information regarding other planning applications where the Town Council is not a consultee, (for information only)

## Item 19 to 25 Finance

19. To receive and discuss External Auditors Report (2021/22 AGAR Section 3 External Auditor Report)  
– If received
20. To note the date of the next Finance Committee meeting, proposed date 15 November 2022
21. To receive the draft minutes from the meeting of the Finance Committee on 19 July 2022 and if necessary discuss any points and agree any actions
22. To receive (and agree) the reserves policy (as discussed by the Finance Committee), as updated following year end 31 March 2022
23. To consider the purchase of an office chair for the Clerk

24. To note the accounts for payment as approved by the Finance Committee on 19 July 2022

PAYEE	DETAILS		AMOUNT		VAT
NPOWER	STREET LIGHTING ELECTRIC		£591.46		VAT £98.58
NPOWER	STREET LIGHTING ELECTRIC		£521.66		VAT £89.94
		TOTAL	£1,113.12		
STAFF	WAGES		£886.34		
STAFF	WAGES		£1,067.35		
	STAMPS		£19.56		
		TOTAL	£1,086.91		
NEST	PENSION		£65.75		
COZENS (UK) LIMITED	STREET LIGHT MAINTENANCE		£240.00	VAT	£40.00
ZURICH MUNICIPAL	ANNUAL INSURANCE		£2,521.35		
NORFOLK COPIERS LTD	PRINTER RENTAL		£74.41		£12.40
		<b>TOTAL FOR ALL PAYMENTS(TO DATE)</b>	<b>£5,987.88</b>		
		TOTAL VAT	£240.92		

25. To approve the Accounts for Payment (as listed below and any additional invoices received)

PAYEE	DETAILS		AMOUNT		VAT
NPOWER	STREET LIGHTING ELECTRIC		£526.70	VAT	£87.78
STAFF	WAGES		£1,110.47		
	CLEANING PRODUCTS		£17.70	VAT	£2.95
	BIN BAGS		£3.98	VAT	£0.66
		TOTAL	£1,132.15		
STAFF	WAGES		£1,097.17		
NEST	PENSION		£82.19		
COZENS (UK) LIMITED	STREET LIGHT MAINTENANCE		£240.00	VAT	£40.00
RAVENCROFT TREE SERVICES LIMITED	TREE SURVEY		£462.00	VAT	£77.00
TTSR LTD	GRASS CUTTING		£3,210.67	VAT	£535.11
LINCOLN SOCIAL CENTRE	HALL HIRE		£150.00		
JS	CLEANING HOLIDAY COVER		£117.42		
		<b>TOTAL FOR ALL PAYMENTS(TO DATE)</b>	<b>£7,018.30</b>		
		TOTAL VAT	£743.50		

26. To propose and discuss ideas for a bid to the Norfolk County Council Parish Partnership scheme for funding 2023/24 and agree a "shortlist" for further investigation, in view of making a final decision on a bid submission at the Town Council meeting in October (bids to be submitted by 09th December 2022)

27. Receive and discuss the Tree survey and agree any actions

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

Alison Doe – Town Clerk Hingham Town Council, 01 September 2022

**PLEASE NOTE**

THERE WILL BE NO PAPER COPIES OF PLANNING APPLICATIONS AVAILABLE AT THE MEETING

Planning Applications and conditions attached to planning decisions should be viewed on the South Norfolk Council website <https://info.south-norfolk.gov.uk/online-applications/>

THERE WILL BE NO PAPER COPIES OF CORRESPONDENCE AT THE MEETING

THERE WILL BE NO PAPER COPIES OF THE PREVIOUS MEETING'S MINUTES AVAILABLE AT THE MEETING

THESE DOCUMENTS ARE AVAILABLE TO VIEW ON THE HINGHAM TOWN COUNCIL WEBSITE PRIOR TO THE MEETING <https://hinghamtowncouncil.norfolkparishes.gov.uk>