

This notice was published on 30 April 2020, the Clerk requested responses to be sent via email, from Councillors to items of business as listed below on the notice. The business was concluded as annotated below each item.

Hingham Town Council – Notice of business to be conducted under scheme of delegation
05 May 2020 Town Councillors are requested to respond to the Clerk between 7.30pm and 10pm

Apologies were received from Cllr Gott and Cllr Field

Due to the Covid-19 social restrictions, it is not known when the next Town Council meeting will be able to be held.

The Town Council are currently using a **delegation scheme** whereby **essential** business which normally requires agreement at a Council meeting, can be **authorised by the Clerk with written agreement of Councillors**, this will allow such things as invoices to be paid and essential maintenance to be arranged, responses to be submitted for planning applications, and any other appropriate business which is considered to be essential. All business conducted under this delegation will be included in a report to the Council when they are able to hold their next public meeting, and therefore minuted accordingly.

Business to be conducted under this delegation scheme (as listed below)
on 05 May 2020 (in lieu of a Town Council meeting on this date)

Members of the public who wish to make a comment to the Town Council regarding an item of business as listed below, may do so by contacting the Clerk, via email hinghamtc@hotmail.com or by telephone 01953 483891 by 15.00 hours on 05 May 2020.

No comments were received from the public.

1 Accounts for Payment (as listed, and any additional invoices received by 05 May 2020)

No additional invoices were received – all Councillors responding agreed to the payments being made as listed below.

ACCOUNTS FOR PAYMENT 05 May 2020					
REF	TOTAL		PAYEE	DETAILS	
104056	£ 835.39		staff	wages	
104057	£ 918.04		staff	wages	
Direct debit	£ 61.69		NEST (D/DEBIT)	PENSION	
104058	£ 80.00		B FOREMAN	WAGES ADMIN	
104059	£ 33.61		FIRST COPY	METERED PRINTING	VAT £5.60
104060	£ 240.00		COZENS UK Ltd	LIGHTING MAINTENANCE	VAT £40.00
104061	£ 638.36		E-ON	STREET LIGHTING	VAT £106.36
104055	£ 87.11		EDF	TOILETS (PAID 07.04.20)	VAT £4.15
TOTAL	£ 2,894.20			TOTAL VAT	£156.11

2 Planning Applications (as listed, and any additional applications received by 05 May 2020)

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>

- 2.1 2020/0771 Location: 30 And 32 Hall Moor Road Hingham Norfolk NR9 4LB
 Proposal: Removal of condition 2 of FH- Agricultural occupancy restriction condition
 Application Type: Removal/Variation of Condition (S73)

Cllr Shingfield declared an interest
 All other Cllrs responding agreed to recommend approval

3 Scheduled dates for Town Council meetings

Town Council meetings will resume in line with this timetable as soon as practicable.
 The current **scheme of delegation** will in the meantime be used in line with these dates to conduct essential business.
 Additional dates may be set as and when required.

02 June 2020, 07 July 2020, (August, no scheduled meeting), 01 September 2020, 06 October 2020, 03 November 2020, 01 December 2020, 05 January 2021, 02 February 2021, 02 March 2021, 06 April 2021, 04 May 2021 (Annual Town Council Meeting).

It is anticipated that the next Annual Town Meeting will be held on 20 April 2021.

All Cllrs responding agreed the dates as above.

4 Adoption of the NALC Additions to Standing Orders (Mandatory in Part)

Following the publication of **The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020**, NALC have published additions to Standing Orders (which are mandatory in part), and need to be incorporated into/read in conjunction with the Town Council's existing Standing Orders.

All Cllrs responding agreed to the Clerk assuming adoption of the standing orders on behalf of the Town Council.

This notice was published on 30 April 2020 – A Doe, Clerk to Hingham Town Council