

This notice was published on 28 May 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**

**On 02 June 2020 ,Town Councillors are requested to respond to the Clerk between 7.30pm and 10pm**

Apologies were received from Cllr Shingfield

**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 02 June 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](mailto:hinghamtc@hotmail.com) or by telephone 01953 483891 by 15.00 hours on 02 June 2020.

No comments were received from the public

**1 Accounts for Payment (as listed, and any additional invoices received by 02 June 2020)**

An additional invoice was received after the publication of the notice (from TTSR Ltd) –  
All Cllrs responding agreed to the payments being made as below.

Cheque Number	ACCOUNTS FOR PAYMENT 02 JUNE 2020			
	TOTAL	PAYEE	DETAILS	VAT
104062	£921.22	STAFF	wages (835.39) fertiliser (14.29) cleaning products (6.60) binbags (4.98) woodstain (59.96)	£1.10 £0.83 £11.99
104063	£918.04	STAFF NEST	Wages	
D/DEBIT	£61.69	(D/DEBIT)	PENSION	
104064	£240.00	COZENS UK Ltd	LIGHTING MAINTENANCE	£40.00
104065	£616.21	E-ON	FOOTWAY LIGHTING ENERGY	£102.70
104066	£3,026.65	TTSR Ltd	GRASS CUTTING	£504.45
<b>TOTAL</b>	<b>£5,783.81</b>		<b>TOTAL VAT</b>	<b>£661.07</b>

**2 Planning Applications (as listed, and any additional applications received by 02 June 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 2020/0841 Location: Engineering Works Watton Road Hingham NR9 4NN

Proposal: Reserved matters for appearance, landscaping, layout and scale following outline planning permission 2017/2330 for 2 self build dwellings (Plot 2).

Application Type: Reserved Matters

2 Cllrs abstained from comments.

All other Cllrs responding agreed that the application should be approved, concerns were raised (with reference to reposts submitted with the original planning application) regarding the possibility of soil contamination and removal of wildlife habitat at the site. Therefore to represent the comments made the following submission was made (by the Clerk on behalf of the Town Council) to the planning authority

“Hingham Town Council consider this application should be granted, but with due regard and consideration to mitigate any concerns raised with regard to soil contamination and loss of wildlife habitat (which would be relevant to this application) as per the ecology survey and Arboricultural report as submitted for the original application 2017/2330”

(additional application received after the publication of the notice)

- 2.2 2020/0936 Location: Land East Of The Fields Hingham Norfolk  
Proposal: Self build dwelling and garage.  
Application Type: Full Planning Permission

2 Cllrs commented that the application should be granted (one with concerns regarding access and space for turning for vehicles associated with the build, and disturbance to neighbours)

All other Cllrs responding commented that the application should be refused, with concerns raised regarding the inadequate road structure, contrary to South Norfolk Council planning policy and being outside the development boundary.

Therefore to represent the comments made the following submission was made (by the Clerk on behalf of the Town Council) to the planning authority.

“Hingham Town Council consider that this application should be refused

The Fields is a very narrow road with sharp bends and is therefore unsuitable access for the heavy traffic/ size of vehicles required for the development of the site. The proposed development is likely to cause difficulties for existing residents, and pedestrians and cyclists using the road, with potential for the road to become blocked as there is no turning or passing places. The proposed development is likely to increase difficulties caused by existing issues with mud and poor drainage. The infrastructure of the road is insufficient and unsuitable to support this development.

Road safety issues have not been addressed.

The proposed development is Contrary to South Norfolk Council planning development management policy (policy DM 3:11)

Policy DM 3.11 Road Safety and the free flow of traffic

(1) On all sites development will not be permitted that endangers highway safety or the satisfactory functioning of the highway network.

(2) Planning permission will be granted for development involving the formation or intensified use of a direct access onto a Corridor of Movement providing it would not:

(a) Prejudice the safe and free flow of traffic or planned proposals for sustainable transport initiatives along the Corridor of Movement;

(b) Be practical to gain access from the site to the Corridor of Movement via a secondary road; and

(c) Facilitate the use of the Corridor of Movement for short local journeys.

The proposed development is outside the development boundary.

A Similar proposal was turned down last year, the new application described as self build but this is not sufficient overriding benefit to allow this development”.

### **3 Provision of Town Council Insurance Cover**

The current insurance policy (3 year agreement) expires on 01 September 2020. The Clerk is seeking a delegation to arrange the continuation of Insurance Cover for the Town Council with the current insurance provider for a further 3 years.

All Cllrs responding agreed to the Clerk arranging cover with the current insurance provider for a further 3 years.

### **4 Unmetered Supply of Electricity for Footway Lighting**

The current 3 year agreement ends on 30 June 2020. The Clerk is seeking a delegation to arrange a new agreement with the current energy provider for a further 3 years.

Quotations were received from E-on for 12, 24 or 33 month agreements.

6 Cllrs responding agreed to the new agreement being 33months

3 Cllrs agreed to the new agreement being 24 months

The Clerk has therefore signed and returned the agreement for the 33 month period.

**5 Provision of a Printer for the Town Council**

The current 5 year agreement ends on 01 September 2020. The Clerk is seeking a delegation to make arrangements for the continuous provision of printing facilities for the Town Council via the lease of a printer from either the current supplier or an alternative supplier (if a more cost effective deal with better service provision is available), for the most cost effective time period up to 5 years.

The Clerk advised that she would initially obtain quotations and terms and conditions with the view to an agreement to be decided at a later date.

All Cllrs responding agreed.

This notice was published on 28 May 2020 – A Doe, Clerk to Hingham Town Council