

YOU ARE INVITED TO A MEETING OF HINGHAM TOWN COUNCIL IN THE LINCOLN HALL ON TUESDAY 01 MARCH 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.

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 minutes duration

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>

AGENDA

1. Apologies for absence
2. Public participation session - (15 minutes) (Members of the public may make a statement or ask a question of not more than three minutes duration)
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 01 February 2022
7. Matters arising from the Minutes of 01 February 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 Norfolk County Council, Platinum Jubilee: Tree planted to mark the launch of The Queen's Green Canopy in Norfolk
 - 11.2 Norfolk County Council, Big boost for recycling in Norfolk as county's largest reuse shop officially opens its doors

- 11.3 Norfolk Citizens Advice are currently having a recruitment drive for more volunteers and are also recruiting two more Trustees.
 - 11.4 South Norfolk Council, Platinum Jubilee Grant
 - 11.5 Norfolk Local Access Forum volunteer vacancies
 - 11.6 Morley Festival Returns, 24 - 25 June 2022
- 12. Correspondence (not for public inspection) as addressed directly to Hingham Town Council (from residents etc. and may contain personal information)
 - 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 2022/0014, T1 Laurel - fell and grind out stump as large split down trunk T2 Holly (multi stemmed) - coppice T3 Lawsons Cypress - fell and grind out stump T4 Silver Birch - remove smaller trunk that leans over fence T5 Amelanchier - fell and remove stump T6, T7 & T8 Holly - coppice T9 Bird Cherry - fell and grind out stump T10 Horse Chestnut - fell and grind out stump
The Cottage 2 Dereham Road Hingham Norfolk NR9 4HU. No objections
 - 16.2 2021/2748, Demolition of existing storage building. Erection of new dwelling and detached garage with store.
Holly Court Barn Watton Road Hingham Norfolk NR9 4NN. Approval with conditions.
 - 16.3 2021/1687, Replacement of seven rotten wooden single glazed windows. Five of these windows are to the front of the property and will be replaced with double glazed wooden windows.
Fairland House 2 The Fairland Hingham NR9 4HN. Approval with conditions.
 - 17. Planning Applications (as notified by SNC for consultation)
 - 17.1 2022/0247, Location: 29 Muir Drive Hingham Norfolk NR9 4PQ
Proposal: Replacement of an existing conservatory with a single storey extension to rear
Application Type: Householder
 - 18. (**information** regarding other planning applications where the Town Council is not a consultee , for information only)
None at the time of publishing the agenda

Item 19 to 25 Finance

- 19. Reminder of the date of the next meeting of the Finance Committee 15 March 2022
- 20. Proposal for the Finance Committee to approve any accounts for payment needed for the end of financial year, including those needed for the expenditure of Neighbourhood Plan grant funding (before 31 March 2022)
- 21. In accordance with the Town Council's agreement to undertake a neighbourhood Plan (i.e the Town Council has agreed to undertake the project), to agree that necessary materials may be purchased and arrangements may be made by the Hingham Neighbourhood Plan Steering Group to ensure that progress of the Neighbourhood Plan is not delayed. Invoices for such arrangements will be forwarded promptly to the Clerk to arrange payment by the Council or Finance Committee

22. Notification of the S137 amount for 2022/23

The Department of Levelling Up, Housing and Communities (DLUHC) has advised that the appropriate sum for the purpose of section 137(4)(a) of the Local Government Act 1972 (the 1972 Act) for parish and town councils in England for 2022-23 is £8.82.

This amount results from increasing the amount of £8.41 for 2021-2022 by the percentage increase in the retail index between September 2020 and September 2021, in accordance with Schedule 12B to the 1072 Act.

23. To consider making an application for the Queens Platinum Jubilee grant funding

24. Proposal to authorise Utility Aid to undertake an energy audit

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

PAYEE	DETAILS	AMOUNT	VAT
STAFF	WAGES (£871.53)		
	BINBAGS (£11.96)		VAT £1.99
	CLEANING PRODUCTS (£31.10)		VAT £5.18
	TOTAL	£914.59	
STAFF	WAGES	£1031.86	
NEST	PENSION	£64.66	
COZENS (UK) LTD	STREET LIGHT MAINTENANCE	£240.00	VAT £40.00
COZENS (UK) LTD	STONE LANE LAMP REPAIR	£90.00	VAT £15.00
NPOWER	STREET LIGHT ENERGY	£785.74	VAT £130.96
UDS PLANNING LTD	PLACECHECK (NP)	£120.00	VAT £20.00
TBC	REIMBURSEMENT - LEAFLET DELIVERY WITH PARISH MAG (NP)	£20.00	
		£3087.16	VAT £514.52
TTSR LTD	GRASS CUTTING		
COMMUNITY HEARTBEAT	DEFIB BATTERY	£255.00	VAT £51.00
	TOTAL	£6,609.01	
	TOTAL VAT	£778.65	

26. To note the date of the Annual Town Meeting, Tuesday 19th April 2022

27. To receive an update and discuss the meeting held with MP George Freeman, County Cllr M Dewsbury and the Highways engineer, and agree any actions

28. Receive an update on the Fairland feasibility study and to nominate Councillors to help to progress the completion of the study including undertaking dialogue with Norfolk County Council

29. To receive and discuss the report by Cllr Thompson regarding the heritage style directional road signs and agree any actions

30. To receive and discuss the report by Cllr Thompson regarding other road signs requiring attention by Norfolk County Council /Street Name Plates requiring attention by South Norfolk Council and agree any actions

31. To discuss the failed street lighting columns in the Churchyard, and consider the Clerks recommendation that the street lighting contractors be instructed the undertake investigations
32. To undertake a review of the Code of Conduct and consider a proposal to adopt the Local Government Association new Model Code of Conduct
33. Exclusion of the Press and Public under the Public Bodies (Admission to Meetings) Act 1960 to discuss the following matters:
The following agenda items contain reference to information that is commercially sensitive, the following agenda item is therefore confidential
34. To consider any tenders received for the Interna Audit for financial year 2021/22

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, 24 February 2022

Matters Arising from the Minutes of the Town Council meeting of 01 February 2022

Minute 25 Cllr Thompson has had correspondence with Costessey Town Council and the County Cllr for Costessey regarding the installation of the speed camera (update at a future meeting)