

YOU ARE INVITED TO A MEETING OF HINGHAM TOWN COUNCIL IN THE LINCOLN HALL ON TUESDAY 04 APRIL 2023. 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.

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)
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
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 agree the accuracy of the Minutes of the Town Council meeting of 07 March 2023
6. Matters arising from the Minutes of the Town Council meeting 07 March 2023 (and other updates contained in a written Clerks report circulated prior to the meeting)
7. Working Party Reports
8. Neighbourhood Plan Steering Group report
9. Reports from representatives on external bodies/ attendees of external meetings/training
10. General Correspondence (information/circulars etc)
 - 10.1 Norfolk Lieutenancy Coronation Newsletters 002 &003 March 23
 - 10.2 Norfolk ALC - New County Deal for Norfolk
 - 10.3 South Norfolk Council - Community Awards 2023 - Nominations Open!
 - 10.4 Norfolk County Council - Joint Statement on the One Year Anniversary of the Homes For Ukraine Programme
 - 10.5 Norfolk County Council - Latest Repton development reaches key stage
11. Correspondence (not for public inspection) as addressed directly to Hingham Town Council (from residents etc. and may contain personal information)
None at time of publishing the agenda

12. To discuss and agree any required responses/actions in relation to any item(s) of correspondence
13. District Councillor's report
14. County Councillor's report
15. Planning Decisions
 - 2023/0051 - Agricultural Building At Lyngwhite Farm Hingham Road Hingham Norfolk
Variation of condition 1 of 2022/1922 - Design changes to plot 1
Approval with Conditions
16. Planning Applications (as notified by SNC for consultation)
 - 2023/0493 - Proposed porch, cart lodge and access
Skylark Barn Watton Road Hingham Norfolk NR9 4NW

 - 2023/0472 - Proposed drop kerb to front to make access for new driveway
17 Norwich Road Hingham Norfolk NR9 4LS
17. Information regarding other planning applications where the Town Council is not a consultee, (for information only)
 - 2023/0732 - Re-Pollard to the existing pollard points at 5 m from ground level
10 Chapel Street Hingham Norfolk NR9 4JH

 - 2023/0712 - Non material amendment to 2014/2606 - Internal layout and fenestration alterations and external landscaping
Flint Barn White Lodge Farm Hardingham Road Hingham Norfolk NR9 4LY
18. To review the Hingham Town Council Risk Policy and Risk Assessment
19. Reminder of the date of the Annual Town Meeting, proposed date 18 April 2023
20. To receive and discuss/agree the offer by Norfolk County Council for Parish Partnership funding for village gates and signage
21. To consider any request (s) for permission for activities to commemorate the King's Coronation
22. To consider a request(s) for stalls on the greens during the yard sale weekend

FINANCE – ITEMS 23 - 33

23. To receive the draft minutes Finance Committee meeting, date 21 March 2023, (and discuss any points)

24. To note the Accounts for Payment as approved by the Finance Committee (as below)

REF	PAYEE	DETAILS	AMOUNT	VAT
392	LINCOLN SOCIAL CENTRE	HALL HIRE	£100.00	
393	ANGLIAN WATER BUSNIESS	TOILETS	£466.39	
394	ANGLIAN WATER BUSNIESS	CEMETERY	£15.16	
		TOTAL FOR ALL PAYMENTS (TO DATE)	£581.55	
		TOTAL VAT	£0.00	

25. To consider grant applications received, for funds to support community activities to commemorate/celebrate the King's Coronation
26. To agree the asset register for financial year ending March 2023
27. To agree the draft accounts for financial year 2022/23 (as able to be presented to date)
28. To consider renewal of the subscription to NALC/Norfolk ALC
29. To consider the renewal of the Hingham Town Council website as hosted by Norfolk ALC, including consideration of the website management service
30. To receive the 2022/23 AGAR external auditor instructions
31. To note the receipt of the notification of the Agency Grass Cutting 2023/24 Fee from Norfolk County Council
32. To note that The Department of Levelling Up, Housing and Communities (DLUHC) has notified the National Association of Local Councils (NALC) that the appropriate sum for section 137(4)(a) of the Local Government Act 1972 (the 1972 Act) for parish and town councils in England for 2023/24 is £9.93.
(this enables the first tier of local government to spend a limited amount of money for purposes for which they have no other specific statutory power)

33. To agree and approve the accounts for payment (as below and any other invoices received)

PAYEE	DETAILS		AMOUNT		VAT
STAFF	WAGES		£1,001.67		
STAFF	WAGES		£1,150.36		
HMRC	TAX/NI CONTRIBUTIONS		£806.24		
NEST	PENSION		£72.19		
COZENS (UK) LIMITED	STREET LIGHT MAINTENANCE		£240.00	VAT	£40.00
COZENS (UK) LIMITED	REPAIR STONE LANE		£474.00	VAT	£79.00
HINGHAM CHRISTIAN FELLOWSHIP	NEIGHBOURHOOD PLAN - HALL HIRE		£100.00		
LINCOLN SOCIAL CENTRE	HALL BOOKING		£50.00		
NORFOLK ALC	WEBSITE	IF AGREED	£70.00		
NORFOLK ALC	SUBSCRIPTION	IF AGREED	£504.20		
COMPASS POINT PLANNING AND RURAL CONSULTANTS	CONSULTANCY FEE /MILAGE	AWAITED			
R LEGGETT	CONSULTANCY FEE/MILAGE	AWAITED			
		TOTAL FOR ALL PAYMENTS (TO DATE)	£4,468.66		
		TOTAL VAT	£119.00		

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, 30 March 2023

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>

Matters Arising from the Minutes of the Town Council Meeting held on 07 March 2023

- MIN 12.1 Problem parking at the top of Copper Lane was included in the Town Council report in the Parish Magazine. The Clerk has met with P.C Rance to discuss parking issues. P.C Rance to be formally invited to a future meeting
- MIN 22 Letter to be sent to NCC and Abel Homes regarding the safety of the bank/verge between The Hops and Bears Lane
- MIN 23 NCC Road Safety Feasibility Study, the team undertaking the study has not made contact with the Clerk.
- MIN 25 Commonwealth War Graves Commission have been invited to install signage at the cemetery
- MIN 32 Internal Auditor has been contacted, audit scheduled for beginning of May