

YOU ARE INVITED TO A MEETING OF HINGHAM TOWN COUNCIL IN THE LINCOLN HALL ON TUESDAY 07 MARCH 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 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 07 February 2023
7. Matters arising from the Minutes of the Town Council meeting 07 February 2023 (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 Consultation on Telecommunications Proposal at land east of Dereham Road, Hingham
 - 11.2 Norfolk Citizens Advice, email of thanks for the donation
 - 11.3 Norfolk County Council, Have your say on county deal
 - 11.4 Norfolk Lieutenancy Coronation Newsletter 001 Feb 23, The Coronation of His Majesty King Charles III and Her Majesty The Queen Consort
 - 11.5 South Norfolk Council, Parish Council elections 4 May 2023 (PLEASE NOTE: District Council elections are also taking place on this date).

12. Correspondence (not for public inspection) as addressed directly to Hingham Town Council (from residents etc. and may contain personal information)
 - 12.1 Copy letter sent from resident to local business regarding parked cars blocking access to Copper Lane.
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
 - None at time of publishing the agenda
17. Planning Applications (as notified by SNC for consultation)
 - 17.1 2023/0354 - Conversion of roof to create additional bedroom
25 Rectory Gardens Hingham Norfolk NR9 4RG
 - 17.2 2023/0461 - New mast and associated supporting apparatus.
Land East Of Dereham Road Hingham Norfolk, Prior Notification – Telecommunications
 - 17.3 2023/0464 & 2023/0465- Alterations to rear of listed dwelling, replacement of rear extension with new and replacement of garage with new garden studio
22 Market Place Hingham Norfolk NR9 4AF
18. Information regarding other planning applications where the Town Council is not a consultee, (for information only)

Policy Review ITEMS 19 & 20

19. To review the Hingham Town Council Code of Conduct
20. To review the Hingham Town Council Freedom of Information Policy /publication scheme
21. To note the date of the Annual Town Meeting, proposed date 18 April 2023
22. To consider a proposal to write to Norfolk County Council regarding safety concerns at the raised bank along the B1108 between The Hops and Bears Lane
23. To raise with County Cllr Margaret Dewsbury the lack of progress on the Norfolk County Council Parish Partnership project for the feasibility study
 - Issues include:
 - Another accident at the Fairland crossroads
 - The traffic count at the Fairland crossroads not having been redone (this was promised by the those undertaking the study as the original traffic count had been undertaken during Covid when people were still working from home and the numbers were not a true reflection of the normal traffic volumes)
 - The issues with on street parking persist, double/triple parking, parking congestion, residents not being able to access or exit properties, roads being blocked (especially for larger vehicles such as deliveries, bin lorries and emergency vehicles)
 - Lack of communication/updates

24. To consider any request (s) for permission to hold an event on The Fairland/Market Place greens to commemorate the King's Coronation
25. To consider the proposal by Commonwealth War Graves Commission to install signage at the cemetery.

FINANCE – ITEMS 26 - 30

26. Reminder of the date of the next Finance Committee meeting, date 21 March 2023
27. Proposal for the Finance Committee to approve any Accounts for Payment due (for ease of end of financial year)
28. To consider the grant application from the Hingham Playing Field Association for table tennis equipment
29. To discuss the invitation from South Norfolk Council for Town and Parish Councils to apply to SNC for a grant of £300 for community events to celebrate the Kings Coronation (this grant can be passed on to community organisations organising events, they would be required to prepare post event reports and supply photographs if requested)
30. To agree and approve the accounts for payment (as below and any other invoices received)

PAYEE	DETAILS		AMOUNT		VAT
STAFF	WAGES		£1,001.87		
	BINBAGS		£8.96		
		TOTAL	£1,010.83	VAT	£1.49
STAFF	WAGES		£1,150.16		
	URINAL BLOCKS		£24.00	VAT	£4.00
		TOTAL	£1,174.16		
NEST	PENSION		£72.19		
COZENS (UK) LIMITED	STREET LIGHT MAINTENANCE		£240.00	VAT	£40.00
NORFOLK COPIERS LTD	METERED PRINTING		£56.17	VAT	£9.36
TTSR LTD	GRASS CUTTING		£3,210.67	VAT	£535.11
EUROFFICE	PAPER/TOILET CLEANER/STAMPS		£142.74	VAT	£10.21
LINCOLN SOCIAL CENTRE	HALL BOOKING		£25.00		
JS	TOILET /HOLIDAY COVER		£112.10		
		TOTAL FOR ALL PAYMENTS (TO DATE)	£6,043.86		
		TOTAL VAT	£600.17		
ADDITIONAL PAYMENT IF AGREED					
HINGHAM PLAYING FIELD ASSOCIATION	GRANT FUNDING /TABLE TENNIS		£600.00		

31. 'Exclusion of the Press and Public under the Public Bodies (Admission to Meetings) Act 1960 to discuss the following matters:'

The following agenda item (s) require discussion of information that is either commercially sensitive or personal details, the following agenda item(s) is therefore confidential

32. To consider any tenders for the Internal Auditor for Year ending 31 March 2023 and agree the appointment of an Internal Auditor

33. To consider a request for the placement of a memorial bench in the cemetery

34. To discuss non-attendance at meeting by a Town Cllr 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, 02 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>