

YOU ARE INVITED TO THE MEETING OF HINGHAM TOWN COUNCIL IN THE LINCOLN HALL ON TUESDAY 06 JUNE 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. The newly Co-opted Town Councillors to sign the Declaration of Acceptance of Office forms.
2. Apologies for absence
3. 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
4. Declarations of interests with regard to items on the agenda and to consider requests for dispensations
5. 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 2) Apologies for absence and /or (agenda item 4) Declarations of interests
6. To agree the accuracy of the Minutes of the Town Council meeting of 16 May 2023
7. Matters arising from the Minutes of the Town Council meeting 16 May 2023 (and other updates contained in a written Clerks report circulated prior to the meeting)
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 The Greater Norwich Growth Board is inviting you to take part in a consultation on green spaces in and around Norwich.

the consultation is open for six weeks from 10 May to 21 June. Everyone who responds to the consultation will be entered into a prize draw to receive an annual family membership pass for the Norfolk Wildlife Trust. To participate in the survey please visit: <https://www.greaternorwichgrowth.org.uk/projects/giconsultation/>

10.2 Norfolk ACL Newsletter

11. Correspondence (not for public inspection) as addressed directly to Hingham Town Council (from residents etc. and may contain personal information)

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

- 15.1 2023/1210 - 6 Market Place Hingham Norfolk NR9 4AF
Tilia - approx height 6m. Raise crown to 3m all round. Reduce branches back from building approx 1.5m clearance. Remove detached hanging branches. Remove branch stubs - **Approval with Conditions**
- 15.2 2023/1107 31 Rectory Gardens Hingham Norfolk NR9 4RG
Fell Lime Tree - **Refusal**
- 15.3 2023/0427 - 17 Norwich Road Hingham Norfolk NR9 4LS
Proposed drop kerb to front to make access for new driveway
Approval with Conditions
- 15.4 2022/2133 - Engineering Works Watton Road Hingham Norfolk NR9 4NN
Details of condition 10 of 2017/2330 - (10) Contamination - **Approved**

16. Planning Applications (as notified by SNC for consultation)

(use SNC website to view applications)

<https://info.southnorfolkandbroadland.gov.uk/online-applications/>

- 16.1 **2023/1279 - Mast and associated apparatus**
College Farm Southburgh Lane Hingham Norfolk NR9 4PP
- 16.2 **2023/1120 - New stud wall to square off internal sitting room. Reinstate double doors in keeping with the original footprint**
8 Chapel Street Hingham Norfolk NR9 4JH
- 16.3 **2023/0171 - Change of use of agricultural land to dog walking and activity area with fenced enclosures, hardstanding for vehicles and erection of two field shelters.**
Land South Of Watton Road Hingham Norfolk
AMENDED APPLICATION

17. Information regarding other planning applications where the Town Council is not a consultee, (for information only)

18. For the newly co-opted Councillors to confirm receipt of the “Registration of Pecuniary and Other Interests” forms – (to be returned to the Clerk by 30 June)
19. For the newly co-opted Councillors to confirm receipt of the Good Councillor Guide, Code of Conduct, Financial Regulations and Standing Orders
20. Reminder of the additional meeting to discuss/sign off the draft Hingham Neighbourhood Plan, 13 June 2023 (at Christian Fellowship Church, Copper Lane) and to discuss/agree requirements of that meeting
21. To receive the Draft Minutes of the Annual Town Meeting held on 18 April 2023
22. Proposal to request Ravencroft Tree Services to undertake the tree survey

FINANCE ITEMS 23 TO 29

23. To receive the Internal Auditors report for financial year 2022/23, discuss any points raised and agree any actions.
24. To approve the Annual Governance Statement for the annual return 2022/23
25. To approve the Accounting Statement for the annual return 2022/23
26. To note the date of the next Finance Committee scheduled for 18 July 2023
27. To agree that Finance Committee can agree any Accounts for Payment due (noting there is no Town Council meeting scheduled for August)
28. To consider any grant applications received
29. To agree and approve the accounts for payment (as below and any other invoices received)

PAYEE	DETAILS		AMOUNT		VAT
STAFF	WAGES	£1,170.84			
	BINBAGS	£3.29			
		TOTAL	£1,174.13		
STAFF	WAGES		£1,150.16		
NEST	PENSION		£90.24		
COZENS (UK) LIMITED	STREET LIGHT MAINTENANCE		£240.00	VAT	£40.00
NOFOLK COPIERS	METERED PRINTING		£105.97	VAT	£17.66
LUISA CANTERA	INTERNAL AUDIT		£216.00		
		TOTAL FOR ALL PAYMENTS (TO DATE)	£2,976.50		
EXPECTED INVOICES		TOTAL VAT	£57.66		
EUROFFICE	ARCHIVE STORAGE BOXES		TBC		
SSE	STREET LIGHT ENERGY		TBC		
ADDITIONAL ITEM IF AGREED					
HINGHAM 1ST GUIDES	GRANT FUNDING		£200.00		

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 May 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>