

YOU ARE INVITED TO A MEETING OF HINGHAM TOWN COUNCIL IN THE LINCOLN HALL ON TUESDAY 05 MARCH 2024. 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 06 February 2024

6. Matters arising from the Minutes of the Town Council meeting 06 February 2024 (and other updates contained in a written Clerks report circulated prior to the meeting)

7. To consider any applications for co-option onto Hingham Town Council

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 Greater Norwich Local Plan - Receipt of Greater Norwich Local Plan Inspectors' Report and Adoption of the GNLP

11.2 Council's New Duty to Prevent Sexual Harassment

11.3 Portrait Of His Majesty The King For All Town, Parish And Community Councils

11.4 South Norfolk Council - The Big South Norfolk Litter Pick 2024

11.5 NCC Savings Proposals Consultations

11.6 George Freeman MP - Mid Norfolk Flooding – Progress Report Update

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

12.1 Resident – request for Disabled Parking provision

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)

None as yet

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

- 18.1 2024/0471 Notification for Prior Approval for a proposed change of use and associated building works of agricultural building to a dwellinghouse (QA and QB)
Agricultural Barn Attleborough Road Hingham Norfolk

19. To consider the points raised in the report from the Hingham and District Community Car Scheme (and information given by the scheme co-ordinator if present), and to agree any actions

20. To appoint a new Cllr member to the Highways, Transport and Environment Working Party

21. To review/agree the Website Accessibility Policy

22. To Review the Document Retention Policy

23. To consider and agree a Biodiversity Policy

24. To note the date of the Annual Town Meeting 16 April 2024

FINANCE ITEMS 25 TO 29

25. Reminder of the date of the next Finance Committee meeting, scheduled date 19 March 2024

26. Proposal for the Finance Committee to approve any Accounts for Payment due (for ease of end of financial year)

27. To Note that the appropriate sum for section 137(4)(a) of the Local Government Act 1972 (the 1972 Act) for local (parish and town) councils in England for 2024/25 is £10.81.

The Department for Levelling Up, Housing and Communities 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 local (parish and town) councils in England for 2024/25 is £10.81.

The amount is a result of increasing the amount of £9.93 for 2023/24 by the percentage increase in the retail index between September 2022 and September 2023 under Schedule 12B to the 1972 Act. (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)

28. To Note the thresholds for public procurement have changed from 1 January 2024

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

PAYEE	DETAILS		AMOUNT		VAT
STAFF	WAGES	£1,064.86			
	CLEANING PRODUCTS	£4.00			
		TOTAL	£1,068.86		
STAFF	WAGES		£1,551.20		
NEST	PENSION		£78.63		
COZENS (UK) LIMITED	STREET LIGHT MAINTENANCE		£150.00	VAT	£25.00
SSE	STREET LIGHT ENERGY (PAYMENT 04.03.24)		£1,160.90	VAT	£57.57
ANGLIAN WATER BUSINESS	FAIRLAND STANDPIPE		£17.51		

NORFOLK COPIERS LTD	METERED PRINTING		£49.12	VAT	<i>£8.19</i>
LINCOLN SOCIAL CENTRE	HALL HIRE		£37.50		
COMPASS POINT	NP CONSULTANT WORK		£495.00		
R LEGGETT	NP CONSULTANT WORK/MILAGE		£1,442.60		
		TOTAL FOR ALL PAYMENTS (TO DATE)	£6,051.32		
		TOTAL VAT	£90.76		
INVOICES EXPECTED					
TTSR LTD	GRASS CUTTING				

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

The following agenda item is considered commercially sensitive and is therefore considered confidential.

31. To consider any tenders received for Internal Auditor (to undertake the internal audit for financial year 2023/24) and agree the appointment of an Internal Auditor.

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, 29 February 2024

Matters arising from the Minutes of the Town Council meeting 06 February 2024

MIN 19 Hingham Neighbourhood Plan was submitted to South Norfolk Council on 15 February 2024

MIN 20 A further Meeting with Safer Neighbourhood Policing Officer PC Busfield is scheduled for 06 March 2024

MIN 21 A meeting with the Director of Property Services, Diocese of Norwich is arranged for 07 March 2024 to discuss land at the former Rectory

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>