

YOU ARE INVITED TO A MEETING OF HINGHAM TOWN COUNCIL IN THE LINCOLN HALL ON TUESDAY 07 JUNE 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 Annual Town Council meeting of 03 May 2022
7. Matters arising from the Minutes of the Annual Town Council meeting 03 May 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 Draft South Norfolk Public Space Protection Order
 - 11.2 SNC Response to Nutrient Neutrality queries
 - 11.3 Norfolk County Council, Have your say on bus service improvements in Norfolk
 - 11.4 Norfolk ALC, Extra Help with Rubbish and Waste
 - 11.5 Greater Norwich Local Plan, Inspectors Note
 - 11.6 Norfolk County Council, Call for people to join the Norfolk Residents' Panel

12. Correspondence (not for public inspection) as addressed directly to Hingham Town Council (from residents etc. and may contain personal information)
 - 12.1 Resident, Car Parking rear of Market Place
 - 12.2 Resident, Dangerous pavement camber Attleborough Road
 - 12.3 TTSR Important information relating to your Grounds Maintenance Service and the Changes in legislation for Red Diesel
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 2022/0780: Dormer to existing roof to the rear elevation.
The Coach House Chapel Street Hingham Norfolk NR9 4JH
Withdrawn
 - 16.2 2022/0495: |Discharge of conditions 3 and 4 from 2021/1850 - (3) materials, (4) Landscaping scheme.
Barn At The Old Dairy Watton Road Farm Watton Road Hingham Norfolk - Approved
17. Planning Applications (as notified by SNC for consultation)
None at time of publishing the agenda
18. **Information** regarding other planning applications where the Town Council is not a consultee , (for information only)
None at time of publishing the agenda

Item 19 to 28 Finance

19. To note the date of the next meeting of the Finance Committee, scheduled 19 July 2022
20. To agree that the Finance Committee are to approve any Accounts for Payment due (noting there is no scheduled meeting of the Town Council in August)
21. To approve the Annual Governance Statement for the annual return 2021/22
22. To approve the Accounting Statement for the annual return 2021/22
23. To receive and discuss any information provided by Utility Aid (regarding Utility Bills) and agree any actions
24. To acknowledge receipt of the £300 Jubilee Grant from South Norfolk Council and agree to forward the fund to the Hingham Playing Field Association
25. To Consider making a Donation from the Town Council to the Hingham Playing Field Association if they have expressed a shortfall in funds following the Jubilee Celebrations
26. To consider a grant application from the short mat bowls club (if all relevant information is received in time)
27. Proposal for monthly payment for street light energy to be made upon receipt of invoice to ensure account does not accrue late payment fees (payment to be noted at the next Town Council meeting)

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

PAYEE	DETAILS		AMOUNT		VAT
STAFF	WAGES	£1,080.65			
	MOPHEADS	£12.99			
	TOTAL		£1,093.64		
STAFF	WAGES		£1,067.35		
NEST	PENSION		£82.19		
COZENS (UK) LIMITED	STREET LIGHT MAINTENANCE		£240.00	VAT	£40.00
N POWER	STREET LIGHT ENERGY		£614.83	VAT	£102.47
NORFOLK COPIERS	METERED PRINTING		£110.81	VAT	£18.47
NORFOLK PARISH TRAINING AND SUPPORT	INTERNAL AUDIT		£195.50		
EUROFFICE	PAPER/TOILET PRODUCTS		£110.53	VAT	£18.43
		TOTAL FOR ALL PAYMENTS	£3,514.85		
		TOTAL VAT	£179.37		

29. To receive the Internal audit report, consider recommendations within the report and agree any actions
30. To consider a proposal to turn the oak tree stumps on the Fairland into planters and agree any actions
31. Proposal to request Ravencroft Tree Services to undertake the tree survey
32. To receive an update on Moon Court and agree any actions
33. Exclusion of the Press and Public under the Public Bodies (Admission to Meetings) Act 1960 to discuss the following matters:¹
The following agenda items contain reference to information regarding Town Council Staff, the following agenda item is therefore confidential
34. To consider a request from a family for ledger style memorial(s) to be installed in the cemetery

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, 31 May 2022

Matters Arising from the Minutes of the Town Council meeting of 03 May 2022

- MIN 26: Nutrient Neutrality, The Greater Norwich Local Plan team have issued a statement in response to Planning Inspectors questions, which is available on the GNLP website.
https://www.gnlp.org.uk/sites/gnlp/files/202205/Written%20Ministerial%20Statement%20Response%20Letter_0.pdf
South Norfolk Council have published information from Natural England on their website
<https://www.southnorfolkandbroadland.gov.uk/downloads/download/816/nutrient-neutrality>
- MIN 27: Moon Court, members of the Town Council have met with a representative of Lifeways (via Zoom)
- MIN 28: Norfolk County Council have been advised of the preferred (revised) locations for the cycle racks on the Fairland
- MIN 29: Members of the Town Council have met with officers from Norfolk County Council to discuss issues regarding the Fairland Cross roads and various parking, road and pedestrian safety issues in the Market Place and Fairland