

YOU ARE INVITED TO A MEETING OF HINGHAM TOWN COUNCIL IN THE LINCOLN HALL ON TUESDAY 02 JUNE 2026. 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.

Prior to the commencement of the meeting, a minute's silence will be observed as a mark of respect to former Town Councillor Roger Marston, who has recently died.

AGENDA

1. **Apologies for absence**
2. **To note the resignation of Cllr Margand**
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 Chair to preside over any agenda items of this meeting, if both the Chair and Vice Chair are unable to preside due to (agenda item 1) Apologies for absence and /or (agenda item 4) Declarations of interests**
6. **To consider any applications for Co-option onto the Town Council (1 vacancy available to be filled by co-option)**

(An individual Co-opted will take office at the next Town Council meeting)
7. **To agree the accuracy of the Minutes of the Town Council meeting of 05 May 2026**
8. **Matters arising from the Minutes of the Town Council meeting 05 May 2026 (and other updates contained in a written Clerks report circulated prior to the meeting)**
9. **Working Party Reports**
10. **Reports from representatives on external bodies/ attendees of external meetings/training**
11. **General Correspondence (information/circulars etc)**
 - 11.1 South Norfolk Council - Update to Street naming and Numbering Legislation
 - 11.2 Norfolk County Council - -Cranworth - Upcoming temporary road closure affecting the U35178 Pittocks Lane to facilitate carriageway repair works [Norfolk County Council] [STRO14420]
 - 11.3 Norfolk County Council - Norfolk Local Access Forum
12. **Correspondence (not for public inspection) as addressed directly to Hingham Town Council (from residents etc. and may contain personal information)**
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 2026/0286 - Land Off Ironside Way Hingham Norfolk
Proposed new commercial building
Approval with Conditions

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

- 17.1 2026/1263 - Proposed ground floor wraparound extension, internal alterations, and all associated works
39 Norwich Road Hingham Norfolk NR9 4LS
- 17.2 2026/1060 and 1059 - Relocation of garden gate and associated boundary work
Southernwood House 9 Market Place Hingham Norfolk NR9 4AF
- 17.3 2026/0807 - Retrospective application for installation of Woodburner with roof fitted flue.
3 Geoffrey Buckingham Close Hingham Norfolk NR9 4JP
- 17.4 2026/1452 Replacement of existing rear conservatories with flat roof rear kitchen extension and rear duo-pitched roof lounge extension, with associated works.
23 Oak Lane Hingham Norfolk NR9 4JY

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

- 18.1 2026/1333 - 1x London plane tree (T1) - Current approx height 15m, current approx width 9m. Re-pollard back to historic pollard points to a finished height of 10m and a width of 5m
20 Hall Lane Hingham Norfolk NR9 4JX

19. To receive the reports supplied by Norfolk County Council via a Freedom of Information request with regard to the closure of Hingham Library, and to receive any updates with regard to the Library and provision of service, and to agree any actions

(Please note: a representative from Norfolk County Council was invited to attend the meeting but is unable to do so)

20. To consider the proposal for the Town Council to adopt the model Tornado aircraft on Hardingham Road

21.

- 21.1 To consider a proposal to form a working party to undertake work with the aim of forming a strategic plan for the provision of future community facilities, or to suggest/agree an alternative with regard to the information below.**
- 21.2 To agree Cllr membership to such a (agreed) working party**

Note: Following the presentation by the Chair of the Hingham Playing Field Association at the previous Town Council meeting, which outlined an idea for the future provision of sports centre and community facilities, and use of land, including for housing, the Town Council required an agenda item to be put forward.

Noting the Hingham Neighbourhood Plan, consideration needs to be given to the future provision of sports facilities and wider community facilities, investigation is needed as to how best to achieve this provision, including consideration of the suggestions made at the previous Town Council meeting and identifying any potential alternatives.

In order to progress, identification of key stakeholders is needed and initial conversations would be required with those stakeholders in order to include or exclude alternative ideas. Ongoing conversations with stakeholders would be required in order to form a strategic plan.

Such a strategic plan would need to align with the Greater Norwich Local Plan review and housing allocations that come forward via the GNLP (or equivalent).

A strategic plan may form the basis for a review of the Hingham Neighbourhood Plan.

A working party would require core membership by Cllrs of Hingham Town Council, and other community organisations within Hingham.

If a working party is agreed, terms of reference would need to be written and agreed.

- 22. To consider the proposal from the Santa's Grotto Committee for the Town Council to adopt 7 'half barrel' planters
- 23. To note the proposed date for the next meeting of the Finance Committee (suggested date, 21 July 2026)
- 24. To agree that the Finance Committee should approve the Accounts for Payment due, as there is no scheduled Town Council for August)
- 25. To receive the Internal Audit report for year 2025/26, discuss points raised and agree any actions
- 26. To approve the Annual Governance Statement for the annual return 2025/26
- 27. To approve the Accounting Statement for the annual return 2025/26
- 28. To agree and approve the accounts for payment (as below and any other invoices received)

PAYEE	DETAILS	AMOUNT	VAT
STAFF	WAGES	£1,159.98	
STAFF	WAGES	£1,639.32	
NEST	PENSION	£232.78	
HMRC	TAX/NI	£766.88	
LINCOLN SOCIAL CENTRE	HALL HIRE	£40.50	
ANGLAIN WATER	FAIRLAND STANDPIPE	£19.16	
SSE	STREET LIGHT ENERGY	£1,093.62	
COZENS (UK) LIMITED	STREET LIGHT MAINTENANCE	£150.00	£25.00
EUROFFICE	TOILET SUPPLIES	£34.27	£5.71
EUROFFICE	PAPER	£99.43	£16.57
BARCLAYS BANK CHARGES	CANCEL UNPRESENTED CHEQUES X 4 24/25 AND 25/26	50	
GROUND SCAPE	GRASS CUTTING	£2,703.00	
NORFOLK ALC	WEB HOSTING	£86.88	£14.48
OFFICE FLOW	METERED PRINTING		
	TOTAL FOR ALL PAYMENTS	£8,075.82	
	TOTAL VAT	£61.76	

Any planning applications, correspondence and invoices received after the publication of this notice may also be discussed/considered.

PLEASE NOTE Planning Applications and conditions attached to planning decisions should be viewed on the South Norfolk Council website <https://www.southnorfolkandbroadland.gov.uk/planning>

PREVIOUS MEETING'S MINUTES AVAILABLE TO VIEW ON THE HINGHAM TOWN COUNCIL WEBSITE PRIOR TO THE MEETING <https://hinghamtowncouncil.gov.uk>

Alison Doe - Clerk to Hingham Town Council 28 May 2026