MINUTES OF THE MEETING OF HINGHAM TOWN COUNCIL HELD IN THE LINCOLN HALL ON TUESDAY 07 JULY 2026. THE MEETING COMMENCED AT 7.30pm.

Present
Cllr Thompson – Chair
Cllr Amey – Vice Chair
Cllr Beech, Cllr Dunnett, Cllr Eldridge, Cllr Hardy, Cllr Hinkley, Cllr Roberts
Clerk – Ali Doe

There were 5 members of the public present, including County Cllr Gary Douglas-Beet

1. **Apologies for absence**

   The following absences were received, considered and accepted.
   Cllr Christien, family commitment
   Cllr Anthony, work commitment

2. **For the newly co-opted Cllr to sign the acceptance of office form**

   Cllr Sally-Anne Hinkley signed the acceptance of office form and was welcomed to the Council.

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 are 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.

   - A member of the public raised concerns regarding the recent frequent power cuts during May and June (with 10 power cuts on one day), and the effect this may have on vulnerable residents if the power cuts affect emergency call buttons and phone lines. It was noted that some areas of the town have poor mobile signal and it was queried as to whether the mobile antenna equipment situated on the church tower would still work during a power cut. It was suggested that the Town Council should write to UK Power Networks to raise these concerns.
     It was also noted that if a house alarm on The Hops needs the back up battery replacing, it triggers the alarm to activate after a power cut when the power is restored.

   - A member of the public spoke to give thanks to Margaret Dewsbury for her work during her time as County Councillor representing Hingham.

   - A member of the public spoke to raise concerns regarding the closure of the skate park and offered support to assist with getting it reopened, stating that they had professional experience in outdoor recreational facilities within the public sector.
     The Council explained that they were considering clearing the overgrown area at the sports field in the hope of turning it over to children wishing to make a BMX track. The Member of the public advised against this.

4. **Declarations of interests with regard to items on the agenda and to consider requests for dispensations**

   Cllr Hardy declared an interest in agenda item 25, as being a member of the HPFA committee.

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**

   Cllr Thompson to Chair all agenda items.

DRAFT

6. To agree the accuracy of the Minutes of the Town Council meeting of 02 June 2026

The minutes of the meeting of 02 June 2026 were forwarded to all Cllrs prior to the meeting, they were agreed as correct and signed by the chair.

7. Matters arising from the Minutes of the Town Council meeting 02 June 2026 (and other updates contained in a written Clerks report circulated prior to the meeting)

See Appendix A.

8. Working Party Reports

There were no working party reports.

9. Reports from representatives on external bodies/ attendees of external meetings/training

Lincoln Hall – Cllr Hardy reported that the condition report on the Lincoln Hall is due to take place in November.

Hingham Playing Field Association – Cllr Hardy reported that the RoSPA report on the play spaces had taken place and were much better than previous reports, however the equipment in the Sports Centre play area that had not already been refurbished/replaced was deteriorating. It was hoped that funds may be come available for upgrading the play equipment when the planning application for new homes on Norwich Road is approved, however the planning application process is taking longer than previously anticipated.

It was reported that there had been vandalism of play equipment (bolts removed and safe surface under the roundabout torn up), broken bottles and racist graffiti at the Welcomme Space play area. This has been reported to the police and the Clerk had written to Attleborough Academy, Wayland Academy, Wymondham High School and Wymondham College, as well as Hingham Primary School. Replies had been received from Attleborough and Wayland Academies.

The water leak at the sports field has been fixed and the cost covered by insurance.

The Pickle Ball for Parkinsons sessions featured on BBC Look East

There are some new volunteers on the committee, the new website is being updated, the committee are looking into a succession plan for the role of treasurer for when the current treasurer steps down.

The AGM is due to take place on 10th August 2026, where adoption of the amended constitution to change to a Charitable Incorporated Organisation (CIO) will be voted on.

10. General Correspondence (information/circulars etc)

10.1 Norfolk County Council - Norfolk County Council proposes to make a Temporary Traffic Regulation Order (the "Order") (STRO14607) affecting the U78177 Dereham Road from its junction with the U35178 Pittocks Lane for 450 metres southwards (the "Road") in the Town of Hingham to facilitate pole testing works, the Road will be temporarily closed (except for pedestrian access) for the duration of the works/period the closure is necessary which is anticipated to be between 09:30 and 15:30 on the 15th July 2026, but may continue to be closed until the 26th August 2026 where the closure is still required beyond the anticipated dates.

Alternative route is via: Dereham Road, Church Street, Market Place, Norwich Street, Norwich Road, Hingham Road, Station Road, Low Street, The Lings, Manson Green (Hingham, Hardingham, Garvestone, Reymerston and Thuxton, Deopham, Kimberley and Carleton Forehoe).

The works promoter for this closure is: BT.

10.2 The Greater Norwich Local Plan Team - GNLP 2045 - Notice of Intention to Commence Plan Making

10.3 The Greater Norwich Local Plan Team - GNLP 2045 Call for Sites Re-opening 15th June - 13th July

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

11.1 Resident - Planning Application. 2026/0286 (Mirus Aircraft Seating) and HIN2

11.2 Resident – Concern regarding the prolonged closure of Hingham Library

DRAFT

12. To discuss and agree any required responses/actions in relation to any item(s) of correspondence

All correspondence was noted.

13. District Councillor's report

There was no report from the District Councillor. Concern was again raised at the lack of communication and non attendance at Town Council meetings by the District Cllr, it was suggested that this should be raised with the Leader of South Norfolk Council. The Clerk will try to arrange a meeting with District Cllr Woolliscroft to raise the need for better communication.

14. County Councillor's report

County Cllr Douglas-Beet had forwarded two written reports prior to the meeting, which were circulated to all Cllrs, as outlined below:

Armed Forces Week 22-28 June

As lead partner of the Norfolk Armed Forces Covenant Board, the county council works with key agencies to champion the armed forces community, encourage organisations to support veterans and service leavers into employment, and help remove disadvantage for serving personnel, veterans and their families when accessing public services. An Armed Forces Covenant is a voluntary statement of mutual support between a civilian community and the local armed forces community. The Covenant Board's three-year programme of work focuses on supporting Norfolk's 40,000 veterans. There are events taking place across the county and nationally.

Children's Services SEND support plan

Norfolk has published a three-year plan to improve support for children and young people with special educational needs and disabilities (SEND). The Norfolk Local SEND Reform Plan has been developed following extensive engagement with children and young people, families, schools, early years settings, colleges, the NHS and the voluntary sector. The plan responds to a Government request for all areas to submit a Local SEND Reform Plan by 19 June. It focuses on support that can be introduced now, ahead of national legislation which will bring further change and builds upon work already underway through the council's multi million pound Local First Inclusion programme to transform SEND education. If approved by Government, the plan could see 90%, around £195m, of the council's historic Dedicated Schools Grant (SEND) deficit repaid.

Electrical waste (WEEE) recycling at Norfolk's recycling centres has been disrupted since a fire at the previous treatment facility. A new contractor, Recycling Lives, is targeting service resumption from 1 July 2026 for fridges, freezers and small electrical items.

The **Highways Local Member Fund** will not continue for new proposals in 2026/27. The funding is being redirected into highways maintenance to tackle the backlog and increase preventative work that reduces future pothole formation. Schemes already committed from the 2025/26 allocation are unaffected. This directly affects any locally prioritised highways schemes not already committed.

Norfolk Community Fund will not proceed in 2026/27; that funding is being transferred to Norfolk Fire and Rescue Service, which has seen a 73% rise in incident activity over five years. A separate £3.25 million VCSE grant scheme, funded from the Crisis and Resilience Fund, will launch shortly as an alternative route for community groups.

NCC remains fully opposed to the Government's plan to reorganise local government in Norfolk and formally submitted a judicial review application to the High Court on 25 June 2026. The full NCC letter to the Secretary of State is at Appendix A. The administration is limiting reorganisation preparation to the legal minimum to protect frontline services and taxpayers' money.

Hingham Library remains closed, and no permanent solution has yet been confirmed by NCC. Cllr Douglas-Beet had met with senior Library Service officers to discuss the situation. Two hours of mobile library provision on a Monday morning is not a substitute for an accessible, permanent local library, and the absence of any provision for secondary school-age children is a particular concern. This is an NCC responsibility, Cllr Douglas Beet advised he will use every avenue available to press for a clear timetable and for a solution. However, with limited funding available, it will be important to understand the usage of the Library and cost to the taxpayer over the

DRAFT

past years. Data regarding library use over the past 3 years was being looked at. Cllr Douglas- Beet advised that there may be portacabins that could potentially be considered as Library provision. It will be discussed as a matter of urgency with Pat Gould the policy holder and reported back at the next council meeting.
The Clerk advised that data on customer numbers and book borrowing does not quantify the social importance of the Library to the community, especially to those who use it to combat loneliness.

There was also information on **National Updates**
Adult Social Care Reform
New investment in early years safeguarding
Children's Services: CCN and Society of County Treasurers report
Summer tax cuts on children's meals and days out
Media Green paper and consultation
Government publishes 25-year Farming Roadmap

The Town Council raised concerns regarding Highway issues not being resolved or progressed, such as a review of the speed limit on Attleborough Road the Attleborough Road SLOW markings not being replaced following resurfacing works, pedestrian priority crossing point over the B1108 in the Market Place, the damaged speed limit sign on Attleborough Road and "Welcome to Hingham" sign being placed on metal poles instead of a "village gate". Concerns were raised regarding the increased housing in the neighbouring Breckland area, which has increased the amount of traffic traveling through Hingham, and pressure on the services in Hingham, yet Hingham received no benefit via developer contributions from development within Breckland, the development in Breckland is not considered within the Greater Norwich Local Plan considerations for infrastructure improvements that would benefit Hingham.

15. Planning Decisions <u>(for information only)</u>

Noted

15.1 2022/2295 - Proposed detached bungalow and garage including access (Revised)
Land South Of 31 Hall Moor Road Hingham Norfolk. Refused.

15.2 2026/1595 - T1 Apple current height 6.5m, spread 9.5m - Reduce height to approx. 3.0m and crown radius to approx. 2.0m; T2 Oak current height 13.5m, spread 10m - Reduce height to 9m and reduce spread to 5m; HG1 Plum hedgerow current height 12m, spread 6m - Reduce height to 2.0m.
2 Manor Court Attleborough Road Hingham Norfolk NR9 4RF. No objections

15.3 2026/1457 - Non-material amendment to existing application 2025/1666 (Erection of 1no self build chalet bungalow with detached garage, amenity, parking and access) dated 04.11.2025 - Correction to approved plan references.
Land East Of 21 Norwich Street Hingham Norfolk. Approval with no Conditions

15.4 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. No objections

15.5 2026/1197 - European Beech Tree - approx 25m, reduce back by 8-12m. Lime - approx 12m, reduce back by 8-12m. Poss Kurrajong - approx 21m, reduce back by 7-10m
Linden House 1 Mill Corner Hingham Norfolk NR9 4LG. No objections

15.6 2026/1142 - Replacement of approved window in new extension with a door. To go with NMA 2026/1030 (NMA of 2025/0662 (HH) and 2024/3128 (LB)
Lilac Farm 42 Seamere Road Hingham Norfolk NR9 4LW. Approval with Conditions

15.7 2026/0999 - Replace rotten windows to main residence.
Pearces Farm Seamere Road Hingham Norfolk NR9 4LP. Approval with Conditions

DRAFT

15.8 2026/0964 - Ground floor extensions to rear with infill porch and insertion of additional window to front and inset solar panels to roof
7 St Andrews Close Hingham Norfolk NR9 4JT. Approval with Conditions

15.9 2026/0807 - Retrospective application for installation of Woodburner with roof fitted flue.
3 Geoffrey Buckingham Close Hingham Norfolk NR9 4JP. Approval with Conditions

15.10 2026/0556 - Variation of condition 2 - Revise the access orientation of Plot 2's cart-lodge from West to South. Revise the external door position to both plot's plant rooms. Revise the position of the windows to the East gable-ends. Revise the entrance doorset. Revise the location of the flintwork feature wall from the north west gable-end, to the south gable-end. Add 1no. additional bedroom and en-suite to first floors. Add Velux windows to the first floor where needed to comply with building regs of permission 2023/0185 (Demolition of agricultural building with extant permission to convert to a single dwelling, and erection of two new dwellings and cartlodges, with associated change of use of land from agricultural to residential) date of decision 20/03/2025
Agricultural Building North Of The Old Dairy Watton Road Hingham Norfolk. Approval with Conditions

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

16.1 2026/1487 - Hall Farm Dereham Road Hingham Norfolk NR9 4PX
Installation of ground mounted solar PV Array, mounted on ground screws
Full Planning Permission
The Council agreed to support the application

16.2 2026/0213 Proposed Self-Build Bungalow – consultation on **revised plans**
Land North Of The Rectory Attleborough Road Hingham Norfolk
The Council agreed there were no further comments to put forward on this application.

16.3 2026/1684 - St Andrews Lodge Attleborough Road Hingham Norfolk NR9 4HP
Detached single storey garden building (ancillary to the main dwelling)
The Council agreed there were no comments to put forward for this application.

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

Noted

17.2 2026/1409 - Lawful development certificate for the proposed loft conversion.
24 Oak Lane Hingham Norfolk NR9 4JY

18. To receive updates and information 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

A representative from Norfolk County Council (Caroline Clarke, Director of Democratic Services), attended the meeting and expressed understanding at the frustration regarding the much publicised new Kings Lynn library and refurbishment of the Millennium Library and the financial commitments to those projects, where Hingham has seen no progress on the reinstatement of a permanent library building.

It was reported that no decisions have been made regarding Hingham Library, and the Corporate Property Team had requested further information. It was also confirmed that the ownership of the Library building had not been established and Caroline would make further enquiries regarding this (the land on which the Library building is sited is not owned by NCC).

It was reported that the provision of a Mobile Library on a Monday morning, and the first once a month pop up social session have been well used, the first social pop up there were 23 children and 18 adults attending and £21 raised through donations for withdrawn books. Customers have provided feedback forms which have all been read and noted. The staff are looking into further library provision via an electric vehicle.

Concern was raised by the Council again that the current provision is not sufficient, as there is no book borrowing provision for children outside of school holidays, no Saturday provision, no provision for public PC's or printing and photocopying. It was also raised that on several occasions the lift on the Mobile Library was not working, and thanks were offered to the Library staff for assisting customers to access the mobile.

DRAFT

Caroline asked if the Town Council would be able to contribute financially towards a new library provision, this suggestion was met with objection. It was noted by the Town Council that Norfolk County Council had spent very little maintaining the Library building, had not invested developer contributions from housing growth directly into Hingham, residents pay Council Tax towards the provision of a Library, which NCC are obliged to provide. It was also suggested that the funds raised from the sale of the old Attleborough Library should be used towards providing a permanent Library provision in Hingham.
The Council thanked Caroline for attending the meeting.

19. To receive the RoSPA report on the Skate Park, and with reference to agenda item 29 agree any actions

The RoSPA report had been forwarded to all Cllrs prior to the meeting. The report highlights damage and defects giving each a risk score, some of which were high risk for damaged laminate boards, and there are missing rivets through out the skate park equipment. In some areas the report suggested a "rub down/repair" approach in some areas, but other areas replacement boards are recommended. The Clerk advised that previous "rub down/repair" remedial work had not lasted, and newer boards have deteriorated and cracked since being installed.
The Clerk advised that she had contacted four companies for advice and quotations. The company previously used for repairs would not now quote for a "rub down and repair" option advising that this option had been used as far as is practical, this company had provided a quote for replacement boards, noting that the substructure had deteriorated. One company had advised that they had undertaken a project on a skate park of a similar age locally, where the sub structure had deteriorated, and had used a method of rubber bonding boards to give a better longer lasting result, this company are willing to quote but this may take some time due to other project commitments. The other two companies have not responded.
The Council agreed to pursue quotations and advice, including making contact with other Councils and looking at other facilities locally.

20. To consider the proposal to authorise the additional maintenance required for removing the overgrowth from the BMX track area, in order that it may be brought back into use for the summer holidays

The Clerk advised that she had discussed strimming the area with the grass cutting contractor, noting that the area had become overgrown. The contractor had advised that there is a Pump Track/ bike track in Barnham Broom, which had been installed by the Council. It was agreed that the area should be strimmed back, however due to concerns regarding insurance and liabilities it was agreed not to actively invite children to create a BMX track. The Clerk will Contact Barnham Broom with regard to obtaining information regarding the Pump Track.

21. To agree Terms of Reference for the Asset Monitoring working group

The Clerk advised that she had updated and expanded upon the previous terms of reference for the working party, a copy of the updated terms of reference was forwarded to all Cllrs prior to the meeting. The Council agreed to terms of reference as prepared by the Clerk.

22. To agree Terms of Reference for the agreed working party to undertake work with the aim of forming a strategic plan for the provision of future community facilities.

The Clerk had prepared terms of reference, a copy of these terms of reference was forwarded to all Cllrs prior to the meeting. The Council agreed to terms of reference as prepared by the Clerk.

23. To consider the proposal for funding of upkeep of the 7-barrel planters, as per the agreement for the Town Council to adopt them from the Santa's Grotto Committee

The Clerk advised that she had renovated one of the barrel planters and offered to renovate the rest as a volunteer. The offer was accepted by the Council. Cllr Hardy had drafted a costing for new compost and replanting the barrels, the Clerk advised that they would be best placed on slabs to help preserve the underneath.
The Council agreed a £500 budget for compost and planting. It was noted that the planters may be relocated to make watering easier.

DRAFT

24. Reminder of the scheduled date for the next meeting of the Finance Committee 21 July 2026

Noted.

25. To consider a grant application from the Hingham Playing Field Association for funds towards the sports field car park (application amount £15,000)

The grant application outlined the following:

The existing car park has had little attention since the Centre opened in 1989. It is compacted, pot-holed, prone to flooding in winter, uneven and difficult for users of mobility aids or pushchairs to navigate. Grass and gravel have migrated into the surrounding areas, reducing available parking in wet conditions and giving an untidy, unprofessional appearance. There are no 'compliant' parking spaces for wheelchair users and access to the tennis courts/hall for wheelchair users without assistance is nearly impossible. During large events, many users are forced to park on neighbouring streets attracting complaints from residents. There is an area of potential additional parking for around 30 cars behind the garage but the area is overgrown and impassable except in very dry weather.

The goal is to redress the shortcomings of the current carpark by:

- Excavating, refilling to level and regravelling existing car park (1707m2)
- Providing kerbing to edges to prevent grass encroachment/gravel migration and maximise parking space
- Asphalting entrance to car park, preventing gravel migration and providing level junction with the road surface
- Providing two asphalt, marked disabled spaces compliant with building regulations for wheelchair users
- Providing hard-standing paths from above spaces to hall & tennis court
- Providing 4 additional gravel disabled parking spaces adjacent to above
- Excavating, levelling, laying hardcore and gravelling 434m2 overflow car park

Three comparable quotes for the above works have been obtained, the quotation accepted is for £50,900.69 inc VAT.

Various grant applications are being explored, the District Councillor has indicated that he will support an application for £30k to the SNDC Community Facilities Grant Fund, with a submission deadline of 16 August 2026 and results expected October 2026. The level of reserves held by Hingham Town Council, and their support/ financial contribution is a determining factor in the award of any grant from this fund. Additionally, any grant over £15k requires a minimum of 25% matched funding and, to maximise the effect of the grant funding, a lower sum than that applied for may be awarded.

Noting that the Town Council own the land, the Town Council agreed in principle to the provision of the grant for £15,000.

26. To consider arrangements for a new unmetered electricity supply for street lighting

The Clerk advised that the current agreement expires 30 September 2026, and therefore a new contract needs to be arranged. The Clerk advised that the Council had previously used Utility Aid to obtain quotations. It was agreed to obtain quotations from the current provider and via Utility Aid.

27. To agree and approve the accounts for payment

A copy of the invoices were forwarded to all Cllrs prior to the meeting, the accounts for payment were agreed as below and the cheques were signed.

PAYEE	DETAILS		AMOUNT		VAT
STAFF	WAGES		£1,376.67		
STAFF	WAGES		£1,639.12		
NEST	PENSION		£254.82		
HMRC	TAX/NI		£899.90		
INFORMATION COMMISSIONERS OFFICE	REGISTRATION FEE		£52.00		
LINCOLN SOCIAL CENTRE	HALL HIRE		£40.50		
OFFICE FLOW	METERED PRINTING		£39.48		£6.58
GRENKELEASING LTD.	PRINTER RENTAL		£106.78		£17.80
PLAYSAFETY LIMITED	ROSPA SKATE PARK INSPECTION		£99.60		£16.60
ANGLIAN WATER	PUBLIC TOILETS		£342.63		

DRAFT

SSE	STREET LIGHT ENERGY		£947.53		£157.92
COZENS (UK) LIMITED	STREET LIGHT MAINTENANCE		£150.00		£25.00
ANGLIAN WATER	CEMETERY STANDPIPE		£22.85		
EUROFFICE	TOILET SUPPLIES		£46.78		£7.80
	TOTAL FOR ALL PAYMENTS		**£6,018.66**		
	TOTAL VAT		**£231.70**		

28. 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 item is considered as commercially sensitive and therefore is confidential.
It was agreed to ask to public to leave. The public left the meeting.

29. To consider any information provided with regard to options for remedial works to the skate park and consider quotations for those works or if insufficient quotations have been received to consider/agree that the Finance Committee should consider/resolve this at their next meeting (if sufficient quotations have been received at that time)

As only one quotation had been received the Council agreed to seek further advice and quotations. It was agreed that the Finance Committee could consider quotations if sufficient information/quotations were available.

30. To consider quotations for a replacement hand drier in the public toilets if insufficient quotations have been received to consider/agree that the Finance Committee should consider/resolve this at their next meeting (if sufficient quotations have been received at that time)

No quotations had been received. It was agreed that the Finance Committee could consider quotations if sufficient information/quotations were available.

The meeting ended at 9.35pm

Signed …… Chair 01 September 2026

DRAFT

Clerks report for the Town Council Meeting of 07 July 2026

Matters arising from the Minutes of the Town Council meeting 02 June 2026
MIN 2 – The resignation of Ann Margand has been notified to South Norfolk Council and the notice of casual vacancy published.
MIN 26 and 27 - The Annual Governance and Accountability Return forms and associated information has been submitted as per external audit instructions, and information published as per requirements

Other Updates/Outstanding Issues

- no response from NCC regarding the errors in the Fairland crossroads feasibility study
- repairs to SAM sign, sign ready for collection
- Parking – Letter requesting multi agency meeting - ready to send apart from evidence – photos, screenshots from social media and extracts from emails being added – it will be sent to Police, NCC Highways , County Cllr, District Cllr, George Freeman MP, with regard to the work of the Highways working party and double yellow line proposals –This will include the request for the speed limit to be lowered on the Attleborough Road, as despite chasing , there has been no response from NCC highways regarding this.
- VAS/Vehicle Collision Avoidance electronic sign Fairland project, parish partnership scheme. Acceptance of the scheme conformed by the Clerk to NCC . Westcotec ready to fit the sign, liaising with Street Lighting Contractor regarding where connection is needed via lighting column supply
- Asset monitoring group, monitoring check recording sheets to be drawn up and first meeting to take place (date to be arranged).
- Market Place bus shelter accessibility NCC proposal, no further contact from NCC – Chased during May, no response.
- Letter sent to the Diocese regarding land at the former rectory with regard to offer for the portion of the garden
- quotation for skate park repairs sought
- Public toilet gate replacement being sourced (in discussion with local company), back room lock to be organised
- Office furniture to be ordered
- Clerk met with the street lighting contractor, to discuss outstanding lights needing replacement (awaiting UKPN agreement that contractor can undertake the connection work) - also discussed was options for a solar bollard in Tally Alley (quotation requested), lighting options for the proposed footway through old rectory garden, and additional electricity points to the rear of the Fairland bus shelter, and better provision of electricity supply to the rear of the Market Place bus shelter, including ducting for supply for Christmas tree - quotations will be provided.
- Mole catcher for cemetery required, currently not significant mole problem due to dry weather, will re visit in autumn.
- New Hingham.gov.uk website now in place, and email addresses for Councillors set up (need new email for new Cllr)
- Vehicle damage Incidents at the cemetery,. There insurance company of the driver from the 3rd incident has been contacted in writing an acknowledgement has now been received photos and invoices sent, awaiting response. NCC have installed chevron signage, awaiting update from NCC re the SLOW markings being replace following resurfacing. NCC have indicated that a speed reduction review will take place, however no further updates have been received
- Regarding the Hingham History Centre request for the Town Council to take over assets and funds, the Clerk has spoken with the with History Centre representative, the History Centre paperwork and items stored in the Lincoln Hall has been tidied, this has made some room for paperwork/items to be stored, collection to be

DRAFT

arranged, funds have been confirmed as a little over £10,000 the History Centre are arranging a cheque so funds can be transferred to Hingham Town Council.

- The clerk has been in touch with SNC and will set up a zoom meeting to discuss what is needed for a Community Emergency Response Plan. Information has been sent to Cllrs, a date for meeting the relevant officer needs to be agreed.
- The Clerk has asked Norfolk County Council if a grit bin for The Hops will be supported, no response.
- A suitable place for a new Town Council notice board to be established.
- Fairland Oak Tree stumps, advice has been sought regarding hollowing the stumps out, a suggestion has been made that a stump grinder will be required (cost approximately £500-600 per stump).
- Applications for Assets of Community Value to be finalised, plans and ownership details are required.
- Notice boards for the toilets to be purchased.
- Communications Policy, including social media policy is being worked upon. Cllrs are reminded not to comment on public social media pages making reference to themselves as Councillors, in a way that could give inaccurate information or be misleading or misconstrued as the Council having discussed and agreed something, when this is not the case. Staff/Cllr communication/relationship protocol to be drafted. .
- Extension of Cemetery Driveway and turning circle, the Clerk has spent some time in the cemetery looking at the area that would be required to extend the driveway. The area is very extensive and the clerk is concerned about the application of such a large area of tarmac , (environmental and cost). There may be other more appropriate solutions, including a shorter tarmac extension followed by "matting" under the grass surface (and possibly a tarmac path for better pedestrian/disability access), and leaving the existing grass as a driveway over the old cemetery area. Advice is needed from a funeral director with regard to vehicles used. The use of the driveway (as in frequency) for funerals is minimal therefore the grass should not become too worn from being driven on, this requires a lot of further thought to ensure the Council have a cost effective but long term solution for the future use of the cemetery .
- 2 steel liners for the Market Place bins to be ordered (liners available at a reasonable price are a slightly different size to the existing ones (by mm's) liners of the same size have not yet been found.
- Replacement bin on Fairland – current bin still usable, but dented inside but new bin needs to be ordered
- Commemorative Plaque for the Fairland Bus shelter and Market Place bus shelter, to be ordered

Report prepared 07 JULY 2026 does not include Matters Arising when the item is on the forthcoming meeting's agenda

Crime Figures –for April 2026
Watton Road - Anti Social Behaviour – 1
Bell Meadow – Public Order 1, Violence and Sexual Offenses 1
Lincoln Avenue - Anti-social behaviour 1
Ironside Way - Violence and Sexual Offenses 1

https://www.police.uk/pu/your-area/norfolk-constabulary/wymondham/?tab=CrimeMap

DRAFT