



# HUNSTANTON

## TOWN COUNCIL

To all members.

### **Committee Meetings**

You are summoned to attend meetings of those committees of which you are a member on

**Wednesday 12<sup>th</sup> April 2017**

The meetings will be held in Hunstanton Town Hall, in the following sequence:-

#### **Commencing at 6.30pm**

1. General Purpose
2. Finance
3. Quality Council
4. Town Hall Management

The business to be transacted at each meeting and copies of relevant documentation are enclosed.

**J Roomes**  
Deputy Clerk  
6<sup>th</sup> April 2017

# HUNSTANTON TOWN COUNCIL

There will be a meeting of the **Finance Committee** on **Wednesday 12<sup>th</sup> April 2017** in Hunstanton Town Hall  
This meeting will follow on from that of the General Purpose Committee

The following business will be transacted  
**Please note: this meeting may be recorded or filmed  
by the Town Council or members of the public.**

1. Apologies for Absence
2. Declarations of Interest  
To receive members' declarations of interest.
3. Minutes - confirmation of  
Previous meeting of the Committee held on 8<sup>th</sup> March 2017.
4. Minutes  
Matters arising.
5. Finance Committee Working Parties  
To receive meeting notes and approve recommendations, as appropriate, from Working Parties appointed by this Committee. Copies enclosed for members.
  - 5.1 24<sup>th</sup> February 2017 – Special Expenses  
No recommendations.
  - 5.2 8<sup>th</sup> March 2017 – Employment Working Party  
**Please note: under the Public Bodies (Admission to Meetings) Act 1961 S1 (2) the public will be excluded from this agenda item.**  
1 recommendation (item 9).
  - 5.3 14<sup>th</sup> March 2017 – Employment Working Party  
**Please note: under the Public Bodies (Admission to Meetings) Act 1961 S1 (2) the public will be excluded from this agenda item.**  
No recommendations.
  - 5.3 21<sup>st</sup> March 2017 – Neighbourhood Plan Working Party  
1 recommendation.  
At the request of Cllr Murray, HTC to consider making a repayment of the funding received to the value of £130.58 to Groundwork UK.
6. Internal Audit Report  
To consider the reply from the Auditor dated and to accept her report dated 19<sup>th</sup> January 2017. Copy enclosed for members.
7. Town Notice Board  
To consider the three quotations for the Town Notice Board. Copies enclosed for members.
8. Bus Shelter  
To consider the 50% funding awarded from the NCC Parish Partnership Scheme towards the Hunstanton Bus Shelter. Copy enclosed for members.

9. School 20 MPH Wigwag  
To consider the 50% funding awarded from the NCC Parish Partnership Scheme towards the Redgate Junior School Wigwag. Copy enclosed for members.
10. War Memorial  
To consider the quotation to clean the War Memorial stone and surrounding paved area. Copy enclosed for members.
11. National Salary Award  
To consider the National Salary Award of 1% as per the 2016-2018 NJC Agreement. Copy enclosed for members.
12. Town Hall Boiler  
To receive a report from Cllr Croucher regarding the new Town Hall Boiler and HTC to consider the way forward.
13. Christians Against Poverty Program  
At the request of Cllr Bird, to consider supporting the Christians Against Poverty Programme, currently underway and supported by the churches of Hunstanton & District. This is to replace the demise of the Citizens Advice Centre Facility no longer funded in West Norfolk.
14. Flower Bed on Green  
At the request of Cllr Ellis, HTC to consider adopting the raised flower bed on the green.

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# HUNSTANTON TOWN COUNCIL

There will be a meeting of the **General Purposes Committee** on  
**Wednesday 12<sup>th</sup> April 2017** in Hunstanton Town Hall.  
Commencing at **6.30pm**.

The following business will be transacted  
**Please note: this meeting may be recorded or filmed  
by the Town Council or members of the public**

1. Apologies for Absence
2. Declarations of Interest  
To receive members' declarations of interest.
3. Minutes - confirmation of  
Previous meeting of the General Purpose Committee held on 8<sup>th</sup> March 2017.
4. Matters Arising
5. Councillors Surgery Report  
To receive a report from one or more Town Councillors taking the March surgery.
6. Planning Applications  
To receive a report from the Planning Chairman as to planning applications dealt with by e-planning since the last meeting.
7. Chamber of Trade  
To receive a report from a member of HTC attending Chamber of Trade meetings.
8. Civic Society  
To receive a report from a member of HTC attending the Civic Society.
9. Anglia in Bloom  
To receive a report from a member of HTC on the Anglia in Bloom Committee.
10. Hunstanton Prosperity  
To receive a report from a member of HTC on the Hunstanton Prosperity Committee.
11. General Purpose Committee Working Parties  
To receive meeting notes and approve recommendations, as appropriate, from Working Parties appointed by this Committee. Copies enclosed for members.
  - 11.1 10<sup>th</sup> March 2017 – Town Hall Front Working Party  
No recommendations.
12. Hunstanton Prospectus  
To receive a report from Cllr Winnington on the final issue of the Hunstanton Prospectus.

13. Butterfield Development Hunstanton  
To consider what action HTC to take to enforce the conditions of the Hopkins Homes Construction Plan.
14. Town Hall Front  
To consider the way forward with the repairs to the front of Hunstanton Town Hall and to make the necessary arrangements in terms of financing the operation. Copy of 'NALC introduction to borrowing by Parish Councils' enclosed for members.
15. Harrys Way and Annes Drive  
At the request of Cllr Winnington, consideration be given to HTC sending a letter to NCC (Tom McCabe) asking when the entrance from Harrys Way will be closed off and a timetable for repairs to the road and pavements in Harrys Way and Annes Drive.
16. To reduce the number of Working Parties  
At the request of Cllr Earnshaw consideration be given to reduce the number of Working Parties from May 2017. Council to operate with a Full Council Meeting, Committees and Sub-Committees (i.e. the essential ones that meet regularly like Employment etc.) Working parties to task and finish and be responsible for taking own minutes. Partly designed to free up the clerk's time and to differentiate between essential, permanent sub committees and temporary ones.
17. Hunstanton Green Management Committee.  
At the request of Cllr Bird consideration be given to inviting Cllr Ian Deveraux to a Council Meeting to present a proposal.
18. Hunstanton Green Management Committee.  
To clarify the three HTC Cllrs to attend the future Hunstanton Green Management Committee meetings.
19. SNAP  
To receive a SNAP report from Cllr Croucher.

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# HUNSTANTON TOWN COUNCIL

There will be a meeting of the **Quality Council Committee** on **Wednesday 12<sup>th</sup> April 2017** in Hunstanton Town Hall.  
This meeting will follow on from that of the Finance Committee.

The following business will be transacted  
**Please note: this meeting may be recorded or filmed  
by the Town Council or members of the public.**

1. Apologies for Absence
2. Declarations of Interest  
To receive members' declarations of interest.
3. Minutes - confirmation of  
Previous meeting of the Committee held on 8<sup>th</sup> March 2017.
4. Minutes  
Matters arising.
5. Quality Council Committee Working Parties  
To receive meeting notes and approve recommendations, as appropriate, from Working Parties appointed by this Committee. Copies enclosed for members.
  - 5.1 4<sup>th</sup> April 2017 – Syrian Refugee Working Party  
No recommendations.
  - 5.2 4<sup>th</sup> April 2017 – Community Engagement & Media Relations Review Working Party.  
2 recommendations.
  - 5.3 4<sup>th</sup> April 2017 – Neighbourhood Plan Working Party  
No recommendations.
6. Syrian Refugee Befriending  
To receive a report from Cllr Bridger on the progress of the Syrian Refugee Befriending Welcome Day.
7. Community Engagement & Media Relations Review  
To receive a report from Cllr Bosworth on the progress of the CEMRP working party
8. Water Refill  
To receive a report from Cllr Knight on the progress of the Water Refill Scheme.

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# HUNSTANTON TOWN COUNCIL

There will be a meeting of the  
**Town Hall & Community Centre Management Committee** on  
**Wednesday 12<sup>th</sup> April 2017** in Hunstanton Town Hall.  
This meeting will follow on from that of the Quality Council Committee.

The following business will be transacted  
**Please note: this meeting may be recorded or filmed  
by the Town Council or members of the public.**

1. Apologies for Absence
2. Declarations of Interest  
To receive members' declarations of interest
3. Minutes - confirmation of  
Previous meeting of the Committee held on 8<sup>th</sup> February 2017.
4. Minutes – matters arising
5. Town Hall & Community Centre Working Parties  
To receive meeting notes and approve recommendations, as appropriate,  
from Working Parties appointed by this Committee. Copies enclosed for  
members.
  - 5.1 16<sup>th</sup> March 2017 - TIC Management Working Party  
1 recommendation.  
Consideration be given to altering the TIC opening times on Sundays.
6. Town Hall Report  
To receive Town Hall Report prepared by the Town Hall Manager. Copy  
enclosed for members.
7. Community Centre Report  
To receive Community Centre Report prepared by the Town Hall Manager.  
Copy enclosed for members.
8. Town Hall & Com Centre Booking Lists  
Copy available from Deputy Clerk due to website issues.

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