



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 13th June 2018

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

Commencing at 6.30pm

1. General Purpose
2. Finance
3. Community Council
4. Property Management

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

**Jan Roomes
Town Clerk
7th June 2018**

HUNSTANTON TOWN COUNCIL

There will be a meeting of the **Finance Committee** on
Wednesday 13th June 2018 in Hunstanton Town Hall

This meeting will follow on from that of the General Purpose Committee
Please note: this meeting may be recorded or filmed by the Town Council or members of the public.

In accordance with the Public Bodies (Admission to meetings) Act 1960, members of the public may be requested to leave due to the nature of business to be discussed.

The following business will be transacted

1. Apologies for Absence
To receive apologies and reasons for absence.
2. Declarations of Interest
To receive members Declarations of Interest
3. Minutes - confirmation of
Previous meeting of the Finance Committee held 9th May 2018.
4. Matters Arising from Minutes
To consider any matters arising.
5. Finance Committee Terms of Reference
To consider the Finance Committee Terms of Reference.
Copy enclosed for members.
6. Northfield Allotments
To consider the request from Northfield Allotments
Copy enclosed for members.
7. Internal Audit Report
To consider the Internal Auditors Report ended 31 March 2017.
Copy enclosed for members.
8. Profit & Loss
To consider the Profit & Loss report for April/May 2018, to include bank statements.
Copy enclosed for members.
9. Town Hall Basement
To consider the way forward with Town Hall basement.
9. Insurance Quotations
To consider 2 Insurance quotations for the building and public liability insurance due for renewal 7th July 2018. Clerk awaiting 2nd quotation. Clerk to circulate via email prior to the meeting.
10. Projector & Screen
At the request of the Clerk HTC consideration be given to the purchase of a projector and screen for the Chamber. Maximum cost proposed £500.

HUNSTANTON TOWN COUNCIL

There will be a meeting of the **General Purposes Committee** on
Wednesday 13th June 2018 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
To receive apologies and reasons 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 9th May 2018.
4. Matters Arising from Minutes
To consider any matters arising from the minutes of the meeting held 9th May 2018.
5. General Purpose Committee Terms of Reference
To consider the General Purpose Committee Terms of Reference.
6. Councillors Surgery Report
To receive reports from Cllr Croucher and Cllr Johnson who attended the first councillor surgery held in the town hall alongside the indoor boot sale on Monday 28th May 2018..
7. Planning Applications
To consider any current planning applications and receive updates on recent applications.
8. Chamber of Trade
To receive the minutes from the Chamber of Trade meeting held 9th May 2018.
Copy enclosed for members.
9. Civic Society
To receive a report from a members attending the recent Civic Society meeting.
11. Railway Project
To receive a report from a member attending the recent Railway Project meeting.
12. Heritage Pier Community Trust
To receive a report from a member attending the recent Heritage Pier Community Trust meeting.
13. Neighbourhood Plan
To receive a report from a member attending the recent Neighbourhood Plan working party.
14. Sheepfield Development
To consider any matters arising with the proposed Sheepfield Development.
No meeting has been held.
15. Anglia In Bloom
To receive a report from a member of HTC on Anglia In Bloom.

16. Coastal Community Team
To receive a report from a member of HTC on the Coastal Community Team.
At the request of Cllr Croucher & Cllr Murray to consider ideas for the southern end of the promenade to propose at next CCT meeting.
17. Wash East Coast Strategy Group
To receive a report from a member of HTC on the Wash East Coast Strategy Group.
18. BC & HTC Forum Meeting
Minutes from the last meeting held 16th May 2018 at King's Court were circulated by email to all members 21st May 2018.
To discuss future agenda items. No date for next meeting has been received.
19. Concerns of Hunstanton Beach
To consider the concerns raised by a resident / business owner with Hunstanton beach.
Copy of email enclosed for members.
20. General Purpose Working Parties
To receive the minutes of the Highways & Byways Working Party meeting held 15th May 2018.
 - I. **RECOMMENDATION:** HTC write to M & Co requesting that they attend to the disrepair to the front of their shop.
 - II. **RECOMMENDATION:** HTC write to Sally Bettinson requesting that HTC be copied in to the schedule of road surfacing / road works in Hunstanton and asking that works avoid major holiday periods.
 - III. **RECOMMENDATION:** HTC writ to BCKLWN to ask them to contact the owner of the Kit Kat site to request they tidy it up. Also that BCKLWN attend to the hazardous paving between the Kit Kat site and the Prom.
 - IV. **RECOMMENDATION:** HTC write to County Highways asking them to look at improving safety of junctions in Hunstanton, especially Park Road / Sandringham Road, Church Street / Austin Street, Valentine Road / Holmefields Road.
 - V. **RECOMMENDATION:** HTC write to County Highways to ask if Princess Drive and Collingwood Road could be gritted next winter.

HUNSTANTON TOWN COUNCIL

There will be a meeting of the **Community Committee** on **Wednesday 13th June 2018** 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
To receive apologies and reasons for absence.
2. Declarations of Interest
To receive members' declarations of interest.
3. Minutes - confirmation of
Previous meeting of the Community Committee held on 9th May 2018.
4. Matters Arising from Minutes
To consider any matters arising from the minutes of the meeting held 9th May 2018.
5. Committee Terms of Reference
To consider the Community Committee Terms of Reference.
6. Community Engagement Working Party
To receive a report from Cllr Bosworth on the recent Community Engagement working party meeting.

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HUNSTANTON TOWN COUNCIL

There will be a meeting of the
Property Management Committee on
Wednesday 13th June 2018 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.

In accordance with the Public Bodies (Admission to meetings) Act 1960, members of the public may be asked to leave the meeting due to the nature of business to be discussed.

1. Apologies for Absence
To receive apologies and reasons for absence.
2. Declarations of Interest
To receive members' declarations of interest
3. Minutes - confirmation of
Previous meeting of Property Management Committee meeting held 9th May 2018.
4. Minutes – matters arising
To consider any matters arising from the minutes of the meeting held 9th May 2018.
5. Committee Terms of Reference
To consider the Property Management Committee Terms of Reference.
6. Property Management Working Parties
To receive a report from the Chair of the Business Development working party.
Recent meeting held 12th June 2018.
7. Town Hall & Community Centre
To receive Town Hall & Community Centre Report prepared by the Facilities Manager.
Copy enclosed for members.
8. Tourist Information Centre
To receive a report from the TIC Supervisor.
Copy enclosed for members.

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