



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 5th June 2013

The meetings will be held in Hunstanton Council Chamber, 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.

S C Amos
Deputy Town Clerk
30th April 2013



HUNSTANTON TOWN COUNCIL

There will be a meeting of the **General Purposes Committee** on **Wednesday 5th June 2013** in Hunstanton Council Chamber.

Commencing at **6.30pm**.

The following business will be transacted

1. Election of Members not present at Full Council
2. Election of a Chairman
3. Election of a Deputy Chairman
4. Apologies for Absence
5. Allotments Committee
Due to insufficient membership, to consider disbanding the Allotments Committee and any future relevant matters to be discussed by the General Purpose Committee.
6. Minutes - confirmation of
Previous meeting of the Committee held on 1st May 2013.
7. Minutes
Matters arising.
8. General Purpose Working Parties
 - 8.1 To appoint any members not present at Full Council to Working Parties appointed by this Committee.
 - 8.2 To receive meeting notes and approve recommendations, as appropriate, from Working Parties appointed by this Committee.
 - 8.2.1 To receive a note of a meeting of the Affordable Housing Working Party held on 13th May 2013
Copy of note enclosed for members. (Red Star).
9. Planning Applications
To receive a report from the Planning Chairman as to planning applications dealt with by e-planning since the last meeting.
10. Councillors Surgery Report
To receive a report from one or more Town Councillors.
11. Chamber of Trade
To receive a report from a member of HTC attending Chamber of Trade meetings.
12. Civic Society
To receive a report from a member of the Civic Society.
13. Town Team
To receive a report from a member of HTC on the Town Team.
14. Hunstanton Parking Review
To consider an offer from Mr P Reilly to tour the town to discuss various parking issues. Copy of Mr Reilly's email enclosed for members.

HUNSTANTON TOWN COUNCIL

There will be a meeting of the **Finance Committee** on **Wednesday 5th June 2013** in Hunstanton Council Chamber
This meeting will follow on from that of the General Purpose Committee

The following business will be transacted

1. Election of Members not present at Full Council
2. Election of a Chairman
3. Election of a Deputy Chairman
4. Apologies for Absence
5. Minutes - confirmation of
Previous meeting of the Committee held on 1st May 2013.
6. Minutes
Matters arising.
7. Finance Committee Working Parties
7.1 To appoint any members not present at Full Council to Working Parties appointed by this Committee.
8. HTC Accounts for Payment
To consider and recommend for payment Schedule of Accounts 14/03.
9. TIC Accounts for Payment
To consider and recommend for payment Schedule of Accounts **T14/03.**
10. Community Centre Accounts for Payment
To consider and recommend for payment Schedule of Accounts **C14/02.**

N.B. Due to the Town Clerk's illness the following items will be tabled at the meeting or deferred until the July Committee meeting:

- (11) HTC Financial Statement
To receive the Financial Statement of receipts and payments for May 2013.
- (12) TIC Financial Statement
To receive the TIC Financial Statement of receipts and payments for May 2013.
- (13) Community Centre Financial Statement
To receive the Community Centre Financial Statement of receipts and payments for May 2013.

HUNSTANTON TOWN COUNCIL

There will be a meeting of the **Quality Council Committee** on **Wednesday 5th June 2013** in Hunstanton Council Chamber. This meeting will follow on from that of the Finance Committee.

The following business will be transacted

1. Election of Members not present at Full Council
2. Election of a Chairman
3. Election of a Deputy Chairman
4. Apologies for Absence
5. Minutes - confirmation of
Previous meeting of the Committee held on 1st May 2013.
6. Minutes
Matters arising.
7. Quality Council Committee Working Parties
 - 7.1 To appoint any members not present at Full Council to Working Parties appointed by this Committee and to appoint Cllr E Clutton to the Community Centre Working Party.
 - 7.2 To receive meeting notes and approve recommendations, as appropriate from Working Parties appointed by this Committee.
 - 7.2.1 To receive a note of a meeting of the Youth Working Party held on 29th May 2013.
Copy of note enclosed for members. (Red Circle)
8. Hunstanton Markets
At the request of Cllr Davies to consider the BCKLWN's announcement of the commencement of a Wednesday Market from 29th May 2103 at the Southend Road Car Park. Copy of selected emails enclosed for members.
9. Annual Report
To receive the Hunstanton Town Council's Annual report 2012/2013
Copy enclosed for Members.

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HUNSTANTON TOWN COUNCIL

There will be a meeting of the **Town Hall Management Committee** on **Wednesday 5th June 2013** in Hunstanton Council Chamber.

This meeting will follow on from that of the Quality Council Committee.

The following business will be transacted

1. Election of Members not present at Full Council
2. Election of a Chairman
3. Election of a Deputy Chairman
4. Apologies for Absence
5. Minutes - confirmation of
Previous meeting of the Committee held on 1st May 2013.
6. Minutes
Matters arising.
7. Town Hall Report
To receive Town Hall Report No.14/01 prepared by the Town Hall Manager.
Copy enclosed for Members.
8. Town Hall Booking List
To receive the current Booking List prepared by the Town Hall Manager.
Available on the HTC Website.
9. THM Working Parties
 - 9.1 To appoint any members not present at Full Council to Working Parties appointed by this Committee.
 - 9.2 To receive meeting notes and approve recommendations, as appropriate, from Working Parties appointed by this Committee and to consider the following matters;
 - 9.2.1 To receive a note of a meeting of the TIC Management Working Party held on 15th May 2013.
Copy enclosed for members (Union Flag)

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