



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 March 2014

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.

L J Powell
Town Clerk
27th February 2014



HUNSTANTON TOWN COUNCIL

There will be a meeting of the **General Purposes Committee** on **Wednesday 5th March 2014** in Hunstanton Council Chamber.

Commencing at **6.30pm**.

The following business will be transacted

1. Apologies for Absence
2. Minutes - confirmation of
Previous meeting of the Committee held on 5th February 2014.
3. Minutes
Matters arising.
4. General Purpose Committee Working Parties
 - 4.1 To appoint Cllr A Boardman, should he so wish, to Working Parties appointed by this Committee.
 - 4.2 To receive meeting notes and approve recommendations, as appropriate, from Working Parties appointed by this Committee and to consider the following matters;
 - 4.2.1 ***Highways & Byways Working Party held on 19th February 2014.***
Copy enclosed for members.
5. Executive Powers
For the General Purpose Committee to take executive powers to grant the Employment Working Party Executive Powers to commence recruitment of personnel to run the Basement Café.
6. Planning Applications
 - 6.1 To appoint Cllr A Boardman to the Planning Committee.
 - 6.2 To consider planning application 13/00850/FM, an amendment to the McCarthy & Stone development of the Warehouse Clearance Shops/Old Garage Site and to take executive powers to forward a decision to BCKLWN Planning Department. Copy of application enclosed for members
 - 6.3 To receive a report from the Planning Chairman as to other planning applications dealt with by e-planning since the last meeting.
7. Councillors Surgery Report
To receive a report from one or more Town Councillors.
8. Chamber of Trade
To receive a report from a member of HTC attending Chamber of Trade meetings.
9. Civic Society
To receive a report from a member of the Civic Society.

10. Town Team
To receive a report from a member of HTC on the Town Team.
11. In Bloom
To receive a report from Cllr Earnshaw from latest meeting of the “In Bloom” Committee.
12. Freedom of the Town
At the request of Cllr Clutton to authorise Cllr Clutton to represent the Town Council in dealing with other groups/authorities regarding organising the Freedom of the Town event. Cllr Clutton would report back to the General Purpose Committee.
13. Vehicular Access to Spinney Pedestrian Area via St Edmund’s Terrace
To consider correspondence from Mr K Legge regarding continued vehicular access from St Edmund’s Terrace through the pedestrian area associated with the Spinney. Copy of Mr Legge’s letter enclosed for members.
14. Dementia Awareness
To consider an opportunity to take part in a Dementia Awareness information session during the week 18th to 24th May 2014. Copy of emailed details enclosed for members.

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HUNSTANTON TOWN COUNCIL

There will be a meeting of the **Finance Committee** on **Wednesday 5th March 2014** in Hunstanton Council Chamber
This meeting will follow on from that of the General Purpose Committee

The following business will be transacted

1. Apologies for Absence
2. Minutes - confirmation of
Previous meeting of the Committee held on 5th February 2014.
3. Minutes
Matters arising.
4. Finance Committee Working Parties
 - 4.1 To appoint Cllr A Boardman, should he so wish, to Working Parties appointed by this Committee.
 - 4.2 To receive meeting notes and approve recommendations, as appropriate, from Working Parties appointed by this Committee and to consider the following matters;
 - 4.2.1 ***Employment Working Party held on 3rd February 2014.***
Copy enclosed for members.
5. HTC Accounts for Payment
To consider and recommend for payment Schedule of Accounts **14/11**.
Copy enclosed for members.
6. TIC Accounts for Payment
To consider and recommend for payment Schedule of Accounts **T14/11**.
Copy enclosed for members.
7. Community Centre Accounts for Payment
To consider and recommend for payment Schedule of Accounts **C14/10**.
Copy enclosed for members.
8. HTC Financial Statement
To receive the HTC Financial Statements of receipts and payments for February 2014, which will be available at the meeting.
9. TIC Financial Statement
To receive the TIC Financial Statements of receipts and payments for February 2014, which will be available at the meeting.
10. Community Centre Financial Statement
To receive the Community Centre Financial Statement of receipts and payments for February 2014, which will be available at the meeting.
11. NALC "Local Councils Explained" Book
To consider the purchase of NALC's "Local Councils Explained" book at the cost of £49.99 per copy. Emailed details enclosed for members.

12. Mayoral Funds

At the request of Cllr Clutton to consider moving any funds remaining from the 2013/14 mayoral fund into the Freedom of the Town fund.

13. Hunstanton and District Open Bowls Tournament 2014

To consider a request from BCKLWN to sponsor the Hunstanton and District Open Bowls Tournament . Copy enclosed for members. £100 allocated in the Donations Budget for 2014/15.

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HUNSTANTON TOWN COUNCIL

There will be a meeting of the **Quality Council Committee** on **Wednesday 5th March 2014** in Hunstanton Council Chamber. This meeting will follow on from that of the Finance Committee.

The following business will be transacted

1. Apologies for Absence
2. Minutes - confirmation of
Previous meeting of the Committee held on 5th February 2014.
3. Minutes
Matters arising.
4. Standing Orders
 - 4.1 To consider confirmation of the minutes of the Standing Orders Meeting held on 11th February 2014.
 - 4.2 To receive new Standing Orders dated February 2014 which reflect the amendments made on 11th February 2014.
 - 4.2 At the request of Cllr Clutton to consider an amendment to Standing Order 3(e), 3(f) & 3(g) to replace the word "public" with the words "electorate of Hunstanton".
5. Quality Council Committee Working Parties
To appoint Cllr A Boardman, should he so wish, to Working Parties appointed by this Committee.

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HUNSTANTON TOWN COUNCIL

There will be a meeting of the **Town Hall Management Committee** on **Wednesday 5th March 2014** 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 a Chairman
To elect a Chairman of the Town Hall Management Committee
2. Election of a Deputy Chairman
To elect a Deputy Chairman of the Town Hall Management Committee
3. Apologies for Absence
4. Minutes - confirmation of
Previous meeting of the Committee held on 5th February 2014.
5. Minutes
Matters arising.
6. Town Hall Management Committee Working Parties
To appoint Cllr A Boardman, should he so wish, to Working Parties appointed by this Committee.
7. Town Hall Report
To receive Town Hall Report N^o. 14/09 for February 2014. 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. Facilities Manager's Title
At the request of the Facilities Manger to consider re-naming the Facilities Manager's job title.

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