

**ATTLEBOROUGH TOWN COUNCIL**  
Town Hall, Queens Square, Attleborough, Norfolk. NR17 2AF

28 May 2010

**SUMMONS TO ATTEND** – Notice is hereby given that a meeting of the above-mentioned Council will be held at Attleborough Town Hall on Monday 7 June 2010 at 7 pm.

**Members of the public are welcome to attend.**

Hilary Elias, Town Clerk Tel: 01953 456194 Fax: 01953 452200 e: [enquiries@attleboroughtc.org.uk](mailto:enquiries@attleboroughtc.org.uk)

**AGENDA**

To transact the undermentioned business; to receive the following reports and to make such orders or give such directions as necessary:-

**1 To accept apologies for absence**

**2 To receive declarations of interest in items below**

**3 To receive a presentation from Justin Smith of Cemetery Development Services on the process of creating new burial grounds.**

**4 To receive questions on the presentation**

**5 To agree a resolution that the meeting be adjourned to allow the public to speak**

(This includes matters on the agenda. Maximum 10 minutes in duration – NB: a second period of public participation will be allowed at the end of the meeting)

**6 To confirm and sign the minutes of the Extraordinary Council meeting on 24 May (previously circulated – factual discrepancies only)**

**7 To receive and approve Committee Minutes**

i) Planning ii) Festival iii) Other

**8 To receive a brief update on any items not listed below (NB Information only – no resolutions may be passed)**

**9 To receive District Councillors' reports (all information on Breckland matters)**

**10 To receive details of the Internal Auditor's Report and agree any action required (refer to enclosed documents)**

**11 To approve the Annual Return Part 2**

**12 To receive the monthly budget summary for May (see document)**

**13 To authorise payment of cheques (see list)**

**14 To deal with matters to do with Open Spaces**

- i) To agree a date for the Cemeteries Working Group to meet
- ii) To discuss quotes for skatepark lighting
- iii) To discuss the Respect Signs and their location
- iv) To receive an update on Attleborough In Bloom
- v) To receive information about playparks
- vi) Other

**15 To deal with matters about the Town Hall**

**16 To deal with Municipal matters**

**17 To discuss and act upon correspondence received (refer to summary of correspondence received since last meeting below)**

**18 To receive information on Town Affairs (NB information only – No resolutions may be passed)**

**19 To receive items for next month's agenda**

**20 To agree a resolution that the meeting be adjourned to allow a period of public participation (NB: 10 minutes maximum)**

**21 To confirm the date of the next meeting as Monday 5 July 2010 at 7pm.**

### **Enclosures / Attachments**

**Item 6: Minutes of May's Extraordinary full Council meeting**

**Item 7: Committee Minutes (2 sets)**

**Item 10: Internal Auditor's Report**

**Item 11: Copy of Annual Return Part 2**

**Item 12: Monthly budget summary for May**

**Item 13: List of cheques & Payments**

**Item 16: List of correspondence received (below)**

### **LIST OF CORRESPONDENCE & DOCUMENTS AS AT 28/05/10**

- i) Request from ACT for donation to cover the cost of membership of Action for Market Towns**
- ii) Letter from ACT re Rix Petroleum planning application**
- iii) Norfolk RCC – unsuccessful bid for funding**
- iv) Breckland's Green Agenda – Collection of electrical goods**