

ATTLEBOROUGH TOWN COUNCIL

Town Hall, Queens Square, Attleborough, Norfolk. NR17 2AF

26 February 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 8 March 2010 at 7pm. Members of the public are welcome to attend.

Hilary Elias, Town Clerk

Tel: 01953 456194

Fax: 01953 452200

e: 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 the Chairman's report (refer to diary list)**
- 4 To confirm and sign the minutes of the last meeting (previously circulated – factual discrepancies only)**
- 5 To agree a resolution that the meeting be adjourned to allow a period of public participation including matters on the agenda and planning applications. (maximum 10 minutes in duration – NB: a second period of public participation will be allowed at the end of the meeting)**
- 6 To make recommendations on new planning applications**
- 7 To receive a brief update on any items not listed below (NB Information only – no resolutions may be passed)**
- 8 To receive and approve committee minutes: (refer to enclosed documents)**
 - i) General Purposes
 - ii) Festival 2010
 - iii) Other
- 9 To receive representatives' reports**
- 10 To receive District Councillors' reports (all information on Breckland matters)**
- 11 To receive details of February's financial statement (refer to enclosed document)**
- 12 To authorise payment of Bills and Cheques (refer to list)**
- 13 To agree to assign the proceeds of the Breckland Film Fest to the Mayor's Youth Fund**
- 14 To review Health & Safety documents (previously circulated)**
 - i) ATC Health & Safety Policy
 - ii) Draft ATC groundsmen's working activities
 - iii) ATC Lone Working Risk Assessment
 - iv) Draft ATC Gaymer's Meadow Risk Assessment
 - v) Draft ATC Decoy Common Risk Assessment
- 15 To deal with matters to do with Open Spaces**
 - i) To receive an update on the transfer of play areas
 - ii) To agree to outsource the Recreation Ground fencing project
- 16 To deal with matters about the Town Hall**
 - i) TIC - CCTV installation
 - ii) Other

17 To deal with Municipal matters

- i) To agree a request from the Rotary Club to take on the flagpole on Queens Square
- ii) To receive an update on the public toilets following InterPublic's year-on visit and to agree to pay the final instalment (retention money)
- iii) Other

18 To consider issues raised at the Annual Town Assembly (see separate document)

19 To appoint representatives to the "Town Team" proposed by JTP Planning consultants

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

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

22 To receive items for next month's agenda

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

24 To confirm the date of the next meeting as Monday 12 April 2010 at 7pm.
(General Purposes Committee to meet on 22 March at 7pm)

25 To pass a resolution excluding the press and public from the meeting under the Public Bodies (Admission to Meetings) Act 1960

THE FOLLOWING WILL BE DISCUSSED IN CONFIDENCE / *IN CAMERA* / BELOW THE LINE

26 To receive an update on the Cemetery Keeper's suggestion

Enclosures / Attachments

Item 3: Mayor's Diary

Item 4: Minutes of February's full Council meeting

Item 6: Planning applications list

Item 8: Committee minutes (2 sets)

Item 11: Monthly budget statement for February

Item 12: List of bills & cheques

Item 14: Health & safety documents / Risk Assessments (5 sets)

Item 18: Annual Assembly Issues précis

Item 20: List of correspondence received (see below)

LIST OF CORRESPONDENCE & DOCUMENTS AS AT 26/02/10

i) Bus Route 13: Series of letters deploring the quality of service & request to hold petition in TIC.

ii) Letter re: fuel depot / travellers / street lights / development / GPs surgeries / facilities for senior citizens

iii) Letter re amenities:

iv) Wider key skills for young people:

v) Request from Attleborough Amateur Boxing Club: to use the town crest on its club boxing shorts

vi) Norfolk ALC: Request for nominations to its Executive Committee (1 vacancy for Breckland District area)

vii) NSPCC: Campaign to raise awareness of the NSPCC Helpline

viii) Norfolk CC: Change in care homes model

ix) No cold calling zone: Hargham Road Area