

ATTLEBOROUGH TOWN COUNCIL

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

27 June 2008

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 July 2008 at 7pm. Members of the public are welcome to attend.

Hilary Elias,
Town Clerk

Tel/ Fax: 01953 456194

e: atcclerk@tiscali.co.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 Presentation to Mrs Lesley Winser for her services to the Council
- 3 To agree a resolution that the meeting be adjourned to allow a period of public participation (maximum 10 minutes in duration – NB: a second period of public participation will be allowed at the end of the meeting)
- 4 To put to the Chair any urgent business [under the Local Government Act 1972 Section 100 (B)(4)(b)]
- 5 To receive declarations of interest in items below
- 6 To receive the Chairman's report (refer to diary list)
- 7 To confirm and sign the minutes of the last meeting (previously circulated)
- 8 To confirm and sign the minutes of the extraordinary meetings (previously circulated)
 - i) Essential documents meeting
 - ii) LDF Site Specifics document meeting
- 9 To receive additional comments for Breckland's Planning Policy team regarding the LDF Site Specific document
- 10 To receive a brief update on any items not listed below (NB Information only – no resolutions may be passed)
- 11 To receive and approve committee minutes: (refer to enclosed documents)
 - i) Planning, LDF & Transport x 2
 - ii) Town Hall
 - iii) Open Spaces
 - iv) Finance
 - v) Festival
 - vi) Others
- 12 To receive representatives' reports
- 13 To confirm new members on Council Committees and appoint representatives to external bodies
- 14 To approve the Annual Return to send to the External Auditor (see enclosed documents)
- 15 To receive details of June's financial statement (refer to enclosed documents)
- 16 To authorise payment of Bills and Cheques (refer to list)
- 17 To receive suggestions for improving Queens Square
- 18 To receive District Councillors' reports
- 19 To discuss and act upon correspondence received (refer to attached summary of correspondence)

- 20 To receive information on Town Affairs (NB information only – No resolutions may be passed)**
- 21 To receive items for next month’s agenda.**
- 22 To agree a resolution that the meeting be adjourned to allow a period of public participation (NB: 10 minutes maximum)**
- 23 To confirm the date of the next meeting as Monday 4 August 2008 at 7pm**

Enclosures / Attachments

Item 5: Mayor’s Diary

Item 6: Minutes of June full Council meeting

Item 7 Minutes of Extraordinary “Housekeeping” meeting & LDF Site Specifics discussion meeting

Item 8: Committee minutes (6 sets)

Item 12: Annual Return Sections 1 & 2 & supporting documentation

Item 13: Monthly budget statement for June

Item 14: List of bills & cheques

Item 19: List of correspondence received