

ATTLEBOROUGH TOWN COUNCIL

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

24 July 2009

SUMMONS TO ATTEND – Notice is hereby given that a meeting of the above-mentioned Council will be held at Attleborough Town Hall on Monday 3 August 2009 at 7pm. Members of the public are welcome to attend.

Hilary Elias, Town Clerk

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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 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)

3 To receive declarations of interest in items below

4 To receive the Chairman's report (refer to diary list)

5 To confirm and sign the minutes of the last meeting (previously circulated – factual discrepancies only)

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

7 To receive and approve committee minutes: (refer to enclosed documents)

i) Planning x 1 ii) Town Hall iii) Open Spaces iv) Finance

8 To receive representatives' reports

i) Boxing Club ii) Twinning iii) Connaught Hall iv) CCTV v) Other

9 To receive District Councillors' reports

10 To receive details of July's financial statement (refer to enclosed documents)

11 To authorise payment of Bills and Cheques (refer to list)

12 To approve the Internal Auditor's Report and agree the action required

13 To pass a resolution that the Council's internal audit measures are adequate and effective

14 To approve the updated Financial Risk Assessment

15 To agree to distribute the Newsletter & Annual Report to houses in Attleborough

16 To receive information on the LDF Planning Inspection

17 To receive information on the casual vacancy in Queens Ward

18 To receive an update on the proposed town noticeboard

19 To receive an update on the handover of the playparks

- 20 To agree the purchase of litter bins
- 21 To receive an update on parking measures in town
- 22 To discuss and act upon correspondence received (refer to enclosed summary of correspondence received since last meeting)
- 23 To receive information on Town Affairs (NB information only – No resolutions may be passed)
- 24 To receive items for next month's agenda
- 25 To agree a resolution that the meeting be adjourned to allow a period of public participation (NB: 10 minutes maximum)
- 26 To confirm the date of the next meeting as Monday 7 September 2009 at 7pm

Enclosures / Attachments

- Item 4: Mayor's Diary
- Item 5: Minutes of July's full Council meeting
- Item 7: Committee minutes (5 sets)
- Item 10: Monthly budget statement for July
- Item 11: List of bills & cheques
- Item 12: Copy of Internal Auditor's report
- Item 14: Draft amended Financial Risk Assessment
- Item 22: List of correspondence received

LIST OF CORRESPONDENCE & DOCUMENTS AS AT 24/07/09

- i) Town map: three complaints about the business going to a firm outside the town.**
- ii) Request for financial sponsorship from Shaun Blyth, All England U15 Ski-ing champion (NB: s137 grants cannot be given to individuals)**
- iii) Request from Morley & Attleborough Methodist Youth Club: for grant of £500 to purchase a PS3 game**
- iv) Thanks from 1st Attleborough (St Mary's) Scout Group and details of where the money was spent**
- v) Gambling Act 2005 Draft Revised Statement of Principles consultation period. View the principles on Breckland's website www.breckland.gov.uk or contact the Licensing Team on 01362 656870**
- vi) Hazardous Household Waste: Norfolk CC list of amnesty dates and recycling centres**
- vii) Letter from Christopher Fraser, MP**