

ATTLEBOROUGH TOWN COUNCIL

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

23 January 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 2 February 2009 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 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)
- 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 ii) Health & Safety iii) Town Hall iv) Open Spaces v) Finance vi) LDF & Transport
- 8 To receive representatives' reports
- 9 To receive District Councillors' reports
- 10 To receive details of January's financial statement (refer to enclosed documents)
- 11 To authorise payment of Bills and Cheques (refer to list)
- 12 To receive an update on the toilets
- 13 To agree a quote for plain glass in the Town Hall windows
- 14 To agree quotes for the Town Hall Flooring
- 15 To amend the Financial Standing Orders (refer to enclosed document)
- 16 To discuss and act upon correspondence received (refer to attached summary of correspondence)
- 17 To receive information on Town Affairs (NB information only – No resolutions may be passed)
- 18 To receive items for next month's agenda.
- 19 To agree a resolution that the meeting be adjourned to allow a period of public participation (NB: 10 minutes maximum)

20 To confirm the date of the next meeting as Monday 9 March 2009 at 7pm

21 To pass a resolution to exclude the press and public under the Public Bodies (Admission to Meetings) Act 1960

THE FOLLOWING ITEM WILL BE DISCUSSED IN CONFIDENCE / ON CAMERA / BELOW THE LINE

22 To discuss Town Hall revenues

Enclosures / Attachments

Item 4: Mayor's Diary

Item 5: Minutes of January's full Council meeting

Item 7: Committee minutes (7 sets)

Item 10: Monthly budget statements for January

Item 11: List of bills & cheques

Item 16: List of correspondence received