

ATTLEBOROUGH TOWN COUNCIL

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

19 December 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 5 January 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 x 2
- 8 To receive representatives' reports
- 9 To receive details of December's financial statement (refer to enclosed documents)
- 10 To authorise payment of Bills and Cheques (refer to list)
- 11 To receive information on the Attleborough Task Force and appoint two voting members (refer enclosed documents)
- 12 To receive an update on the toilets and agree a cleaner
- 13 To consider officially taking over the Hidden History Project
- 14 To agree a quote for plain glass in the Town Hall windows
- 15 To agree the replacement air conditioning / heating unit in the second floor office
- 16 To receive District Councillors' reports
- 17 To discuss and act upon correspondence received (refer to attached summary of correspondence)
- 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 2 February 2009 at 7pm

Enclosures / Attachments

Item 4: Mayor's Diary

Item 5: Minutes of December's full Council meeting

Item 7: Committee minutes (2 sets)

Item 9: Monthly budget statements for November & December, incl. comparison of costs of Street Lights

Item 10: List of bills & cheques

Item 11: Attleborough Task Force Draft constitution & LDF Presentation from meeting

Item 17: List of correspondence received