

**ATTLEBOROUGH TOWN COUNCIL**  
Town Hall, Queens Square, Attleborough, Norfolk. NR17 2AF

1 May 2009

**SUMMONS TO ATTEND** – Notice is hereby given that the ANNUAL MEETING of the above-mentioned Council will be held at Attleborough Town Hall on Monday 11 May 2009 at 7 pm. Members of the public are welcome to attend.

Hilary Elias, Town Clerk Tel: 01953 456194 Fax: 01953 452200 e: [enquiries@attleboroughtc.org.uk](mailto: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 Elect the Chair / Town Mayor 2009-2010:**

a) To receive nominations for Town Mayor b) To elect the Town Mayor c) To receive the acceptance of office of the new Town Mayor d) New Mayor's introduction to the year e) Outgoing Chair's report and resume

**2 To elect a Vice-Chair / Deputy Mayor**

**3 To accept apologies for absence**

**4 To receive declarations of interest in items below**

**5 To pass a resolution to adjourn the meeting for a time of public participation (NB: 10 minutes maximum – a second period of public participation will take place at the end of the meeting)**

**6 To confirm and sign the minutes of the previous meeting (factual discrepancies only)**

**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: i) Planning x 3 ii) Town Hall iii) Open Spaces**

**9 To receive Representatives' reports**

**10 To receive the reports of District Councillors**

**11 To agree new committees and their membership (see enclosed document)**

**12 To appoint representatives to other bodies (see enclosed suggestion list)**

**13 To receive an update on the casual vacancy in Burgh / Haverscroft Ward**

**14 To agree the re-appointment of Mrs Pauline James as independent internal auditor**

**15 To receive and approve the end of year statement 2008-2009 (see enclosed document)**

**16 To receive and approve the financial statement for April 2009 (see enclosed spreadsheet)**

**17 To authorise payment of Bills and Cheques (see attached list)**

**18 To agree the repair of the Church Clock**

- 19 To agree the purchase of a Strimmer**
  - 20 To discuss the use of the wall of the public conveniences for advertising**
  - 21 To discuss and act upon correspondence received (refer to summary list)**
  - 22 To receive information on Town Affairs (NB: information only – no resolutions may be passed)**
  - 23 To receive items for next month's Agenda**
  - 24 To agree a resolution that the meeting be adjourned to allow a period of public participation (NB 10 minutes maximum)**
  - 25 To confirm the date of the next meeting as Monday 1 June 2009 at 7pm**
  - 26 To pass a resolution excluding the press and public under the Public Bodies (Admission to Meetings) Act 1960**
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**THE FOLLOWING ITEMS WILL BE DISCUSSED BELOW THE LINE / *IN CAMERA* / IN CONFIDENCE**

- 27 To agree the Town Hall Committee's recommendation for the bar franchise for the Town Hall Bar**

**Enclosures / Attachments**

- Item 1 (e): Mayor's Diary**
- Item 6: Minutes of April full Council meeting**
- Item 8: Committee minutes (5 sets)**
- Items 11& 12: Committees & Representatives list for discussion**
- Item 14 Monthly budget statement for April**
- Item 15: End of year financial statement**
- Item 16: April's financial statement**
- Item 17: List of bills & cheques**
- Item 21: List of correspondence received**