

# **ATTLEBOROUGH TOWN COUNCIL**

**Minutes of a meeting of the above Council held in Attleborough Town Hall, Queens Square, Attleborough, Norfolk, on 1 September 2008 at 7pm.**

## **PRESENT**

Cllrs V Dale (Chair), N Keach, A Marchant, G Farrow, S Schucroft, K Pettitt, S Middlebrook, S Taylor, A Sturt, G Firman, Mrs D Francis, R Reynolds, R Laurence; H Elias (Town Clerk); members of the press and public.

## **1 TO ACCEPT APOLOGIES FOR ABSENCE**

Apologies were accepted from Cllrs B Waters (unwell), Mrs M Byrne offered her apologies. (visitor)

**It was proposed by Cllr Keach that Mrs Byrne's apologies should not be accepted due to the length of time since her last attendance.**

A discussion ensued, and the vote was NOT carried. Therefore Mrs Byrne's apologies were accepted.

## **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)

**It was proposed by Cllr Keach and carried by Council that the meeting be adjourned for a time for members of the public to speak.**

Topics raised were: Sports Forum questionnaire. Sports Forum's next meeting will be 18 September.

**The meeting was reconvened.**

## **3 TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS BELOW:** None

## **4 TO RECEIVE THE CHAIRMAN'S REPORT** (refer to diary list)

Mrs Dale noted the various meetings she had attended. She commented that the Pearson's recycling centre was very interesting and well worth a visit.

## **5 TO CONFIRM AND SIGN THE MINUTES OF THE LAST MEETING** (previously circulated)

The minutes were agreed and signed with the following amendment:

Pg 2; Item 8 iii) Open Spaces: "Trees on Gaymer's Meadow could be reduced by 50% as a result of a request from a member of the public" should now read "Two trees on Gaymer's Meadow could have their height reduced by 50% as a result of a request from a member of the public"

## **6 TO RECEIVE A BRIEF UPDATE ON ANY ITEMS NOT LISTED BELOW** (NB Information only – no resolutions may be passed)

Item 8 iii) Open Spaces: The shingle has been removed from the grave.

Item 20 Agenda: Inspector Hayes has sent his apologies for withdrawing from tonight's meeting and will come in October.

## **7 TO RECEIVE AND APPROVE COMMITTEE MINUTES:** (refer to enclosed documents)

i) Planning x 2: McCarthy & Stone have put in an application to demolish the property next to Lidl's. The One-Stop shop in Church Street is to be divided and one side used as a hot take-away. The appeal at "Heisker" in West Carr Road has been allowed.

- ii) LDF & Transport: The Committee Meeting was attended by 35 members of the public and opened to the floor. Gp Captain Middleton was thanked for his presentation.
- iii) Festival: The leaflet with details of events and activities has been published.

## **8 TO RECEIVE REPRESENTATIVES' REPORTS**

Connaught Hall: Attleborough Players are to install a portakabin for extra changing rooms and have had a computer donated.

## **9 TO DISCUSS THE LDF SITE SPECIFICS CONSULTATION DOCUMENT AND TO FINALISE DETAILS OF THE PROPOSED LDF PUBLIC MEETING** (see enclosed questionnaire)

Following requests from members of the public the Town Council has arranged a public meeting on 10 September. Two sessions will take place 1-3pm and 7-9pm. A presentation will be given by Gp Captain Middleton on the information the Town Council has to date. Leaflets are to be printed and delivered to as many households as possible. **ACTION: All Councillors, Town Clerk**

The Mayor had attended an LDF workshop with representatives of health, leisure, infrastructure, and EDAW, the consulting group Breckland are using. It became clear that until the utility companies have committed themselves to increase their capacity there will be little development. The first phase is likely to take place from 2014, with a further "push" from 2026. Councillors had been assured that 4,000 houses was the level of development which would give the necessary infrastructure for the town. Breckland have organised a meeting on 19 September in Connaught Hall from 6.30pm.

## **10 TO RECEIVE DETAILS OF AUGUST'S FINANCIAL STATEMENT** (refer to enclosed documents)

The budget is on track. To date there is an underspend, but large payments will fall due for the street lighting and the Christmas lights.

## **11 TO AUTHORISE PAYMENT OF BILLS AND CHEQUES** (refer to list)

**It was proposed by Cllr Farrow and carried by Council that the cheques be authorised**

## **12 TO RECEIVE AN UPDATE ON THE TOILETS**

A meeting is to take place between InterPublic and the builders on Tuesday 2 September. A starting date should be decided soon.

## **13 TO RECEIVE AN UPDATE ON THE YOUTH FACILITY**

Planning permission is to be sought and footings put in place for the mobile offered. The Town Council has been turned down for a grant by Awards for All. A new application may be possible.

## **14 TO RECEIVE AN UPDATE ON THE BRECKFEST EVENT ON 13 SEPTEMBER 2008**

Tracking is to be placed on the Recreation Ground to prevent damage to the area. Breckland have taken out insurance for damage. The Ground will be closed from Thursday – Monday for setting-up and dismantling. Food and drink will be allowed, but no glass bottles. Clerk was directed to check if rules were available on the website. **ACTION: Town Clerk**

## **15 TO RECEIVE DISTRICT COUNCILLORS' REPORTS**

Cllr A Stasiak sent his apologies.

Cllr P Francis commented that the LDF was Breckland's responsibility and that the Town Council was making the process too complicated. The current consulting period ends on 26 September and the Town Council should decide which of the offered sites it favours for development. Snetterton had not yet been confirmed as a designated employment area; much depended on the services available to it. Attleborough has the lowest crime rate of the towns in Norfolk; some of the housing will be taken up by local people living in overcrowded conditions or will move closer to their jobs. 24,000 houses are designated for the A11 between Thetford and Norwich. The Town Council's responses have not previously been in the format Breckland wished.

Surplus land behind Cyprus Road: Cllr Francis suggested that Breckland might hand the land to the Town Council for continuing amenity use at nil consideration if the Council wrote to the Asset Manger at Breckland. The Extraordinary meeting of the Town Council planned to discuss this might then be cancelled.

**16 TO DISCUSS AND ACT UPON CORRESPONDENCE RECEIVED (refer to attached summary of correspondence)**

i) County Association (NCAPTC) – questionnaire regarding new arrangements for complaints against councillors under the revised Code of Conduct

The following answers were agreed:

*Do you favour a local determination regime over a national one? – Yes*

*Do you feel sufficiently informed about the new determination regime and its process? – No*

*Are you interested in indemnifying your members from legal costs arising from defending an allegation in respect of breaching the code? - No*

ii) Breckland Council Forum Open evening at Richmond Park Golf Club in Watton on Tuesday 14 October 2008. Two parts: 5pm – 6.30pm Stands & information; 7pm Forum (Q & A Session) Please let the Clerk know if you wish to attend as places need to be booked.

iii) Norfolk CC - Consolidation of time limited parking in Queens Square (30 minutes, no return within 1 hour) – objections to be received by 9 September

The following are for information only:

iv) Reply from Christopher Fraser, MP re letters regarding LDF proposals.

v) A complaint has been received about the frequency of grass cutting in the Ashes Garden in St Mary's churchyard – this will be put to the Open Spaces Committee on 15 September

**17 TO RECEIVE INFORMATION ON TOWN AFFAIRS (NB information only – No resolutions may be passed)**

i) It was reported that there were no lights in the churchyard now that building works had started. The lights had been broken at the same time as the church windows.

ii) Besthorpe Road – footpath had not been completed on the Thieves Lane side.

iii) Surface water flooding by Londis needs dealing with.

iv) The 3-tier flower stand on Queens Square had been vandalised. A query was raised regarding the CCTV, and whether it was possible to convert the webcam into recorded CCTV

v) Paving slabs had been taken up in Exchange Street for water repairs and repaired poorly with tarmac, causing a potential trip hazard.

vi) Dog fouling notices - no further progress to report. Dog bins at Cow Common and the far side of West Carr Road are overflowing. It was noted that the installation of dog bins is a winter job for the Head Groundsman.

vii) A-frames advertising local businesses outside new shop in Exchange Street are blocking the pavement

viii) Graffiti in the Cyprus Road bus shelter. The groundsman has been asked to remove this.

ix) A request for an increase in the police presence in Attleborough was made. It was noted that Inspector Hayes would be attending the October meeting for a Question and Answer session.

## **18 TO RECEIVE ITEMS FOR NEXT MONTH'S AGENDA**

i) Inspector Hayes – Overview of plans for policing Attleborough ii) LDF iii) Toilets  
iv) Youth Facility & Funding

## **19 TO AGREE A RESOLUTION THAT THE MEETING BE ADJOURNED TO ALLOW A PERIOD OF PUBLIC PARTICIPATION** (NB: 10 minutes maximum)

**It was proposed by Cllr Middlebrook and carried by Council that the meeting be adjourned for the public to speak**

Items raised were: AIB – 3-tiered planter damaged; planning permission for take-away in Church Street. A-frame advertising on pavements.

**The meeting was re-convened.**

## **20 THE DATE OF THE NEXT MEETING**

**This was confirmed as Monday 6 October 2008 at 7pm. There will be an Extraordinary Council meeting to discuss the surplus land behind Cyprus Road on Monday 8 September at 7pm**

## **21 TO PASS A RESOLUTION TO EXCLUDE THE PRESS AND PUBLIC UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

**The Press and public left the meeting of their own accord. Cllr Mrs Francis left.**

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**THE FOLLOWING ITEM WAS BE DISCUSSED IN CONFIDENCE / *BELOW THE LINE* / IN CONFIDENCE**

## **22 TO AGREE CHANGES TO THE ADMIN ASSISTANT'S CONTRACT OF EMPLOYMENT WITH REGARDS TO TRAINING**

Mrs Blyth was congratulated on passing the Foundation Stage of the AAT course. It was noted that her qualifications would benefit the Council. Further training was discussed.

**A resolution regarding a change to Mrs Blyth's conditions of employment in conjunction with training was passed.**

**The meeting closed at 8.50 pm**

**Chair:**