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ATTLEBOROUGH TOWN COUNCIL

Minutes of a meeting of the above Council held in Attleborough Town Hall, Queens Square, Attleborough, Norfolk, on Monday 6 April 2009 at 7pm.

PRESENT

Cllrs V Dale (Chair), N Keach, B Waters, G Farrow, A Sturt, S Schucroft, A Marchant, G Firman, R Laurence, R Reynolds, S Middlebrook, S Taylor; J Blyth (Admin Assistant); District Cllrs K Martin and A Byrne; members of the public and the press.

1 TO ACCEPT APOLOGIES FOR ABSENCE

Apologies were accepted from Cllrs Mrs D Francis (ill health), K Pettitt (work commitment). The Mayor welcomed Councillors, District Councillors, and members of the public.

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 Waters and carried by Council that the meeting be adjourned to allow the public to speak.

Items raised were: trees to be felled in Dell to extend the cemetery; reasons why the Carnival is for one day only; the possibility of Breckland offering empty units to local sport group to use at a reduced rent; the frequency of issues heard “below the line”.

The meeting was reconvened

3 TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS BELOW

Cllrs Dale and Middlebrook declared a prejudicial interest in Item 11 as they were recipients of Council cheques.

District Cllr Martin declared a personal interest in Item 18 i) as his grandson attends this club.

4 TO RECEIVE THE CHAIRMAN’S REPORT (refer to diary list)

Mrs Dale commented she had had a very interesting month in March; she had attended a military briefing at the Norfolk Reserve Forces and Cadets Association which was hosted by the Lord Lieutenant; she had also attended the St Winnold’s Breakfast and Parade in Downham Market, which is one of the two largest horse fairs in Europe. The Breckland Pride Awards Ceremony was a great evening, with Simon Weston OBE who was a wonderful compère. Attleborough High School had invited the Mayor to find out more about their extended school project and the links with their website. Finally Mrs Dale had attended the retirement party of Cliff Amos who had presented her with a cheque for £550 towards the youth fund.

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

The minutes were agreed and signed.

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

None

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

i) Planning: 24 new houses at Oaktree, Slough Lane were withdrawn. No news had been received about Sainsbury’s application; only copies of letters of objections from the public sent to Breckland.

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ii) Town Hall: A date has not yet been received for the work to commence on the windows; the new kitchen flooring has been laid. It was noted that the company New Line (UK) had worked until 1am to get the job done, so as the functions could go ahead.

iii) Open Spaces: A request was made for Breckland to consider setting some land aside at Victory Park for allotments. It was suggested that as dog fouling around the town is getting worse Council should consider putting up its own signs, and contact Breckland for information on the duties of the dog warden and the times he is supposed to visit Attleborough. **ACTION: Town Clerk**

iv) Finance: Reserves have been re-invested with Barclays at 1.5% for 6 months, and better rates will be investigated in three months time. The shortfall in interest will have an effect on the money invested for the upkeep of the toilets; £7,000 per year is needed and Council will only receive £2,000 from investments. Cllr Farrow has checked the new accounts package and is happy that this year's end of year accounts will be far easier with information already in place.

v) Health & Safety: The Clerk went on a Health and Safety training course and gave the committee some good feedback. The quotes for new signs in the play areas have been received.

8 TO RECEIVE REPRESENTATIVES' REPORTS

Cllr A Marchant had attended a Green Summit at the Eco Tec Centre with a presentation about commercial composting and other green issues.

9 TO RECEIVE DISTRICT COUNCILLORS' REPORTS

Cllr A Stasiak sent his apologies.

It was reported that proposed Local Government Reorganisation (LGR) is still undecided: there are still concerns about the infrastructure costs of the LDF - these are to be put on the developers at £20,000 per property; queries were raised as to why Breckland Councillors had voted for the LDF Core Strategy document. A CCTV update from the Town & Parish Assembly - there will be eyeball cameras and also a mobile camera that can be used at different locations. Norfolk County Council has a website that gives towns advice about road closures and when roads are closed due to accidents.

10 TO RECEIVE DETAILS OF FEBRUARY'S FINANCIAL STATEMENT (refer to enclosed documents)

The Council is well within budget and it was suggested that surplus funds be set aside for cemetery land.

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

A query was raised about a cheque for £23 to Breckland Council. This is for the transfer of the premises licence at the Recreation ground.

It was proposed by Cllr Waters and carried by Council that the cheques be approved for payment. ACTION: Admin Assistant

12 TO RECEIVE AN UPDATE ON THE TOILETS

The new rateable value has been received from the Valuation Office, and has increased by 15%. The capital invested to set against the upkeep will not meet the outlay and this raised concern. It was reported that the Police apprehended five youths outside the toilets.

13 TO AGREE SIGNATORIES FOR THE BANK MANDATE

It was proposed by Cllr Dale and carried unanimously that Cllr Mrs Francis would no longer be a signature on the bank mandate and Cllr Middlebrook would replace her as a signatory.

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14 TO AGREE THE PARKING CONDITIONS IN OFF-STREET PARKING TO BE REQUESTED OF BRECKLAND DISTRICT COUNCIL

It was proposed that the following car park management suggestions should be put to Breckland Council: Parking should be free for the first 2 hours, and then a charge imposed. A residents' permit should be made available for local residents who use the car park if they live within the Queens Square area. It was noted that Swaffham have a system in operation of agency enforcement for Breckland Council and information should be obtained from their Clerk. Sainsbury's supermarket does not allow staff to use their car park and this is blocking all the available parking around the town for others. It was suggested that the Council write to Sainsbury's regarding this matter. **ACTION: Town Clerk**

15 TO RECEIVE QUOTES FOR REMOVAL OF TREES IN THE DELL AND RECREATION GROUND

Anglian Tree Solutions:	£1,800
Broadland Tree Services:	£2,810
Arborsolve:	£2,200

It was proposed by Cllr Reynolds and carried by full council that Anglian Tree Solutions be used.

16 TO AGREE THE QUOTE FOR ANNUAL MAINTENANCE OF THE TOWN HALL AIR-CONDITIONING UNITS

Fresh Air Company annual service quote:

Cost to complete service £440 + VAT (10 units @ £44 per unit)

Cllr Keach proposed that the quote be accepted and this was carried by full council.

Cllr Pettit arrived at 8.15pm

17 TO DISCUSS AND ACT UPON CORRESPONDENCE RECEIVED

i) Boundary Committee – further draft proposals for the structural review of Norfolk - for reference in the Clerk's office

ii) Request from Woody's Fish Bar to use the wall of public conveniences for advertising - a discussion followed as to whether advertising revenue could offset expenditure on the toilets. This matter was to be deferred to the following month. Planning consent would be required.

ACTION: Town Clerk

iii) Request from Scouts for further funding for their next stage of the boulder wall – This was discussed and due to a limited budget for donations it was decided to put the matter on the agenda for the next Finance Committee meeting. **ACTION: Town Clerk**

iv) Information on avoiding and resolving discipline and grievance issues at work – for reference in the Clerk's office.

v) Saffron Building Society Annual Report and Accounts – for reference in the Clerk's office.

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

i) Loggers Gym Boxing Club: District Cllr Martin declared a personal interest as his grandson attends this club.

Cllr Reynolds reported to the Council that the Attleborough Boxing Club is presently closed. Concerns were expressed that the equipment purchased with money donated by the Council might be diverted away from Attleborough. Cllr Reynolds will keep the Council informed of any updates.

ii) Queens Square Car Park: Cllr Middlebrook commented on the Car Park improvements and the Respect Zones. Cllr Laurence commented on the behaviour of youths playing football on Queens Square and using the Town Sign for target practice. Lidl's should address the issue of

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smashed bottles on the corner piece of land adjacent to the path and provide a rubbish bin, also they could consider extending the railings around the corner.

19 TO RECEIVE ITEMS FOR NEXT MONTH'S AGENDA

i) Toilet Advertising ii) Serco

20 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 Schucroft and carried by Council that the meeting be adjourned for a period of public participation.

Item raised were: Fly posters around the town. The number of car parks in town has not increased but houses have hence the parking problems. The new boxing club at the High School now has 50+ members and are looking for a better venue.

The meeting was reconvened.

21 THE DATE OF THE NEXT MEETING WAS CONFIRMED AS MONDAY 11 MAY 2009 AT 7PM

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

It was proposed by Cllr Keach and carried by Council that the press and public be excluded under the public Bodies (Admission to meetings) Act 1960

The members of the public and District Cllrs Martin and Byrne left the meeting at 8.45pm.

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

22 TO DISCUSS THE PROPOSED HOUSE LEGACY

Cllr Dale advised that Council needed to decide whether to accept the House Legacy and use the garden immediately for seven new allotments with parking, planning would be required for change of use, but no sheds or chickens would be allowed. The house would only be available to the Council upon death. It could then be used for offices and the income received could pay for the town to employ a dog warden.

It was proposed by Cllr Pettit and carried by Council that the offer of the house and garden be accepted. ACTION Town Clerk

The meeting closed at 9 pm

Chair: