

DRAFT

ATTLEBOROUGH TOWN COUNCIL

Minutes of the meeting of the above Council held in Attleborough Town Hall, Queens Square, Attleborough, Norfolk, on Monday 1 June 2009 at 7pm.

PRESENT

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

1 TO ACCEPT APOLOGIES FOR ABSENCE

Apologies were accepted from Cllr R Laurence (work commitment).

The *Diss Express* had sent an apology.

The Mayor welcomed Councillors, the District Councillor and members of the public, with an especial welcome to Cllr Mrs Francis on her return..

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: the ballwall at Thieves Lane Recreation Ground; soil deposited in the hedge.

The meeting was reconvened.

3 TO RECEIVE DECLARATIONS OF INTEREST IN ITEMS BELOW

Cllrs V Dale and B Waters declared an interest in Item 12 as they were both cheque recipients.

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

The Mayor had attended the Heritage Group's ceremony at Soma House, which was very good. She had also attended the Kuk Sool Won demonstrations which were "fantastic". Deputy Mayor Cllr Farrow had represented the Town at the Twinning Association's reception at the High School at which the Council had been presented with a book "*Sèvres Argent*" signed by the Mayor of Nueil-les-Aubiers. A letter of thanks had been received from the Twinning Association.

5 TO CONFIRM AND SIGN THE MINUTES OF THE LAST MEETING (previously circulated – factual discrepancies only)

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 x 2: No queries

ii) Town Hall: The windows were put in on 21-23 May. The cracked lead work will be replaced early on Friday or Saturday morning, 5 or 6 June.

iii) Open Spaces: Meetings had been held with dog owners and BMX bikers. Some play equipment at Thieves Lane was not in a good state. A Breckland Council Sports Officer had

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commented that the fencing had been damaged. A query was raised as to whether there was a concrete pad underneath the old safety surface in the former play area at the Dell. If so, this would be removed “in house” during the winter. At present there was no contingency fund for replacing defective equipment. This should be added to the Open Spaces budget annually.

iv) Finance: Staff were pleased with the accounts package. The end of year had been much easier.

It was proposed by Cllr Keach and carried by Council that £50,000 be kept in the general reserves and that £10,000 be earmarked for play equipment and £10,000 for additional cemetery provision

v) LDF & Transport: Cllr Farrow had attended the Core Strategy Pre-hearing meeting with the Planning Inspector, who appeared open-minded and thorough. The meeting on 10 July should be a chance to engage with him about concerns for Attleborough. The Inspector’s response is expected in October. It was suggested that Council members who were available on 10 July or on any date of the inspection hearings should attend if possible. One member would be the spokesperson. The Clerk was directed to circulate the hearing dates/timetable with Council’s previous responses for members to put themselves forward. There would then be a meeting to discuss the Council’s representation at the meeting. **ACTION: Town Clerk, All Councillors.** The LDF makes provision for parishes to be grouped together to benefit from S106 agreements for providing outdoor playing spaces accessible to all in the grouping. Breckland have suggested that Attleborough and Besthorpe be grouped together. The Town Council would prefer to be separate from Besthorpe, but directed the Clerk to contact their Clerk about their position **ACTION: Town Clerk**

8 TO RECEIVE REPRESENTATIVES’ REPORTS

i) BMX: Cllr Reynolds had met dog owners to discuss an alternative site by the A11, which was padlocked and unused. Clerk was directed to chase the Norfolk Highways officer who had attended the Task Force meeting for further information on the land’s ownership. **ACTION: Town Clerk**

ii) Connaught Hall are seeking funding for refurbishment.

9 TO RECEIVE DISTRICT COUNCILLORS’ REPORTS

LDF Core Strategy Hearings: while the hearings are spread over three weeks it is likely that if the Council cannot attend other sessions, most matters can be dealt with on 10 July which is to be spent in Attleborough. It is unlikely that anything will happen re land and planning until the Inspector has decided whether land north of the A11 or south of the railway is to be utilised. His report is expected in October. Otherwise the parts of the Core Strategy which have not been challenged are adoptable. Mr David Spencer has a list of these.

Attleborough Task Force: has met. It consists of elected district councillors for Attleborough and its hinterland – eg Snetterton and Old Buckenham, three town councillors and supporting officers, also representatives of agencies such as Fire, Police and Norfolk CC – other agencies can be invited eg Healthcare. A consensus agreement is aimed for rather than formal voting structure.

The Leisure Services Report commissioned by Breckland from Parkwood Consultants is disappointing. More information has been requested. The East of England region does not take into account district council boundaries when planning facilities, rather a strategic overview.

Anaerobic Digester: this planning application is to be dealt with by Breckland as it deals with farm products, not general waste. There have been many objections.

10 TO CO-OPT A NEW MEMBER - ONE CASUAL VACANCY IN BURGH / HAVERSCROFT WARD (see enclosed letters)

Letters from Mr Nathan Bray and Mrs Jay Lilley were read out. Council agreed to have a written vote. Mr Bray received 11 votes, Mrs Lilley 1 vote, with 1 spoilt paper.

Mr Nathan Bray was co-opted to the Town Council.

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11 TO RECEIVE DETAILS OF MAY'S FINANCIAL STATEMENT (refer to enclosed documents)

The Council is within its budget.

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

Cllrs V Dale and B Waters had both declared an interest in this item.

It was proposed by Cllr Keach and carried by Council that the cheques on the list be authorised for payment.

13 TO EARMARK FUNDS TO RESERVES FOR THE CEMETERY AND NEW PLAY EQUIPMENT

This had been dealt with under Item 7 iv) Finance.

14 TO AGREE A DATE FOR A MEETING TO REVIEW THE STANDING ORDERS, THE RISK ASSESSMENTS, THE HEALTH & SAFETY POLICY AND THE COMPLAINTS PROCEDURE

It was agreed that an Extraordinary meeting of the full Council would take place on Monday 8 June to review and approve the documents. **ACTION: All Councillors**

15 TO DISCUSS PARKING IN ATTLEBOROUGH (see enclosed documents)

Sainsbury's London office had replied to the Council's concerns stating that as the company limited use by its employees at certain times, the spaces were available to shoppers who parked there whilst also shopping elsewhere in town. Limited staff parking was provided to the rear of the store. It was noted that Sainsbury's had paid for staff car parking at Connaught Hall. Breckland had forwarded a letter from the Assistant Chief Constable stating that parking had not yet been decriminalised, and progress was slow while awaiting the outcome of the Local Government Reorganisation proposals. Parking enforcement will not be added to the power list of Accredited Persons or PCSOs. Local Authorities could fund decriminalisation and employ staff. This would cost £250,000 per authority and would have to be paid twice if reorganisation took place. More traffic wardens or police officers could be used but the Police would not guarantee a dedicated parking enforcement patrol.

Swaffham Town Council have an agency agreement whereby Breckland pay an annual fee of £2,500 which enables them to employ a person to monitor the off-street parking for 6 hours per week at different times. Breckland take over the enforcement procedure once the ticket has been issued. Councillors requested more information on parking restrictions in Swaffham.

ACTION: Town Clerk

16 TO CONSIDER A TOWN NOTICEBOARD / ADVERTISING BOARD ON THE QUEENS SQUARE PUBLIC CONVENIENCES

A query was raised as to whether the wall of the toilets was a suitable location as the path is very narrow at that point.

It was proposed by Cllr Waters and carried by Council that the new town map should be placed on the blank wall of the toilets facing the car park.

Several companies had been approached. The printing companies would print the map but would not take on the selling of advertising space. It was envisaged the map would be paid for by advertising and there would be no cost to the Council.

Spider Solutions proposed a map similar to the one they produced at Wymondham approximately 1m square, in effect an enlargement of the map in the Town Guide with grid lines printed across.

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Codair Group of companies, based in Colchester, had produced the previous town maps in four locations: on the wall of Lloyd's chemists in Queens Square Car Park, the railway station, Sainsbury's and the Police Station. They would provide four up-to-date maps in perspex cover and metal frames which they would maintain, plus 5,000 folding pocket maps. The Town Council would have to sign a contract for four years and provide Codair with a letter of introduction to local businesses. Businesses which paid to advertise in the folding map would appear on the permanent board maps free of charge.

It was proposed by Cllr Keach and carried by Council that the Council take up the Codair offer. ACTION: Town Clerk

17 TO RECEIVE AN UPDATE ON THE HANDOVER OF THE PLAYPARKS

The five town clerks in Breckland have discovered that there may be conditions attached to the handover of the playparks, and suggest their councils unite to persuade Breckland not to attach conditions. Breckland's Asset Manager has stated that there may be restrictive covenants already attached to some land and these will have to be passed on. Breckland may also insert a clause covering use and "clawback" from any onward sale.

18 TO DISCUSS AND ACT UPON CORRESPONDENCE RECEIVED (refer to enclosed summary of correspondence received since last meeting)

i) Request from Heritage Group for permission to carry out graves recording project: Mr Amos has given further details of risk assessments and procedures to be carried out.

It was proposed and carried by Council that the Heritage Group be granted permission to carry out their graves project.

ii) Request from residents for Council to relocate double yellow lines to control parking at Thieves Lane gate at the Recreation Ground and to repair the closed cemetery flint wall; this should be considered by the Open Spaces Committee.

iii) Request from Kerry Butcher Accountancy to re-consider the rebate for moving expenses incurred: this will be discussed further by the Finance Committee.

iv) Reply from Breckland Council re Street Cleaning New North Road & weekend rosters: the current arrangements for the weekend rosters are inadequate. If SERCO have problems with unlicensed drivers they should recruit temporary drivers to cover. Clerk was directed to reply asking for an increased service. **ACTION: Town Clerk**

The following were received after the agenda was published. No resolutions may be passed:

v) Twinning Association: Letter of thanks for the Deputy Mayor's and Cllr Pettitt's attendance at the reception at the High School. Also the published accounts from their treasurer plus an invitation to members to join the 2010 visit to France at their own expense and the loan of a DVD of Nueil-les-Aubiers.

vi) B1077 Norwich Road Footway: Work will begin on 8 June on footway reconstruction from the junction of Norwich Road / Mill Lane to the junction of Norwich Road / Richmond Park. The work should take about seven weeks. Three-way temporary traffic signals will be in place on the junction of Mill Lane for the first week with two-way traffic signals on the Norwich Road for the remainder of the work. The work will cost £58,000.

vii) Morley Parish Clerk has requested the help of Attleborough Town Council in taking measures to curb the traffic speeds generated by parents taking their children from Attleborough to the schools at Morley and Wicklewood. They would like a 30mph sign. An alternative might be to fund a yellow school bus. This was not considered to fall within the Town Council's remit.

viii) Attleborough Community Boxing Gym: The members are meeting on Thursday 4 June and hope the boxing gym in Leys Lane will re-open shortly. They have re-iterated that the Town Council's money was spent on fixtures as well as equipment.

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

- i) Photographs in the Chamber: the gallery of mayors and clerks is out-of date.
- ii) Car Boot Sale: Congratulations and thanks were expressed to Cllr Middlebrook for his hard work. He requested help for 21 June as he would be away. Cllr Pettitt offered to help, although she would not be able to lift. Cllr Marchant also offered.
- iii) AIB: A query was raised as to when the tubs would be refilled.
- iv) Potholes: need repair in Blackthorn Road off Snowdrop Drive and also off Fairfield Drive.
- v) Cyprus Road Bus Shelter: this was scruffy and needed repainting.
- vi) House owned by St Luke's Hospital, Station Road: this is an eyesore.
- vii) Police SNT: organising a car run to Barcelona in aid of EACH and Chapel Road School.

20 TO RECEIVE ITEMS FOR NEXT MONTH'S AGENDA

- i) Parking
- ii) Boxing Club
- iii) Noticeboard

21 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 Keach and carried by Council that the meeting be adjourned to allow members of the public to speak.

Items raised were: LDF – jargon. Land availability

The meeting was reconvened.

22 THE DATE OF THE NEXT MEETING WAS CONFIRMED as Monday 6 July 2009 at 7pm

The meeting closed at 8.38 pm

Chair: