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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 9 March 2009 at 7pm.**

### **PRESENT**

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

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

Apologies were accepted from Cllrs S Taylor (family commitment) and R Laurence (work commitment).

The Mayor welcomed Councillors, a District Councillor, 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)**

Cllrs S Middlebrook and S Taylor arrived at 7.02pm

**It was proposed by Cllr Waters and carried by Council that the meeting be adjourned to allow the public to speak.**

Items raised were: Parking, both on street and in the car parks; the progress of the Sports Forum; Parkwood Leisure report into sports facilities in Attleborough.

**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 commented she had had a fairly quiet month in February; she had attended the TAF meeting and had a site visit to find a suitable location for the ballwall on Gaymer's Meadow; a meeting re the skatepark and one with the youth venue steering group which had produced a business plan. The Mayor's reception had been an enjoyable and relaxed occasion when people who had contributed to the town had had a chance to network.

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

The minutes were agreed and signed with the following amendment:

Item 6 Lomond Road: should read "Cllr Farrow has contacted by telephone the resident who wrote to the Council" not "met the resident"

### **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: Several letters objecting to the proposed extension at Sainsbury's have been received. The plans omit the pedestrian crossing in the High Street and it is not entirely clear if the footpath to Wayland Court is to be closed.

ii) LDF & Transport x 2: The Council's official response has been submitted to Breckland Council. Allowances for extra retail and economic space were low in comparison to that allowed for in other towns eg Dereham is to have an extra 11,000 sq.m retail space for an extra

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1,000 homes, while Attleborough is to have only 5,000sq.m for an extra 4,000 new homes.

More sites north of the A11 have been offered by agents and landowners for development.

iii) Town Hall: A date has not yet been received for the work to commence on the windows; the new carpet and flooring have been laid; the insurance claim is on-going; the lettering fixings are being investigated, the panelling is to be re-painted with a fire resistant coating and quotes are being sought; the disabled lock is stiff and the mirror is too high for someone in a wheelchair to see.

iv) Health & Safety: The committee is putting into place measures which are Government requirements. After this the committee will disband and the other committees will take over responsibility for anything in their remit. Cllrs Keach and Reynolds made a site visit to the Dell to investigate where space might be made for extra graves. A hedge will have to be removed and replanted. This would provide a temporary solution of perhaps four more years.

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

Cllr Pettitt had attended the Twinning Association's meeting. They were organising a Cheese & Wine evening on Saturday 21 March and were expecting the visitors from their French partners 20-24 May. The Bar Room in the Town Hall is to be used as a meeting / greeting point.

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

Cllrs Martin, Stasiak and Byrne sent their apologies. Cllr P Francis made the following report: Sainsbury's: reports had not yet been received from various agencies. The application would not be dealt with by Breckland until April at the earliest.

LDF: Generally planners did not favour a by-pass running through town centres. The Planning Inspector was likely to uphold a by-pass around the town, not through it.

Youth Council: Elections had been held. Attleborough had had the highest votes.

Car Parking: Many people were abusing the time limits on street parking bays, and if parking were to be restricted off-street many car park owners would have to co-operate to operate a consistent policy. There might be opportunities for out of town commuter car parks.

Housing: Affordable homes are not being built as there is no investment by developers. The housing list is growing.

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

The Council was well within its budget. Anomalies relating to the cost centres running across the financial year end, and the treatment of the precept and VAT reclaimed are to be ironed out.

**ACTION: Town Clerk**

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

**It was proposed by Cllr Waters and carried by Council that the cheques be approved for payment. ACTION: Town Clerk**

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

Forms have been received for the "Loo of the Year Award". There is a fee for entry of £99.75. The merits of entering the award were discussed.

**It was proposed by Cllr Pettitt and carried by Council that the Council would not enter for the "Loo of the Year" award.**

### **13 TO AGREE FURTHER TRAINING ON THE ACCOUNTS PACKAGE**

The staff have not yet been trained the year end procedures for the new accounting package. A one-day training session from the company would cost £425.00 plus 30p per mile travelling

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expenses. The company will group councils in the same area to reduce costs. In future the staff should be able to manage the procedures themselves.

**It was proposed by Cllr Pettitt and carried by Council that the training session be provided for the staff at a cost of £425.00 + 30p per mile travel. ACTION: Town Clerk**

**14 TO CONSIDER THE POINTS RAISED AT THE ANNUAL ASSEMBLY (see attached document)**

A request was made that in future the Chair ask the members of the panel to stand up when they spoke. The litter along the approaches to the town was noted and commented on. The Clerk was directed to write to Lidl's, Tom's fish Bar and take-aways to request they provide a litter bin to help alleviate the problem. The Clerk is to contact Keith Fuller re enforcement.

**ACTION: Town Clerk**

**15 TO AGREE THE PURCHASE OF A BALL WALL FROM THE MAYOR'S YOUTH FUND**

A site visit had previously been carried out by the Police Architectural Liaison Officer. This was taken into account at the following meeting with the Mayor, PCSO G Szabo and the company providing the equipment. A location on the second field at Gaymer's Meadow had been agreed. The item is modified from the standard catalogue item to provide extra safety measures and play opportunities, but the price has increased due to increased costs of steel and tarmac. Donations have been received and money has been raised by the Mayor to fund the equipment.

**It was proposed by Cllr Reynolds and carried by Council that the ball wall be purchased for Gaymer's Meadow at a cost of £11,456 + VAT**

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

i) BDC Town & Parish Forum Thursday 19 March 2009: meeting at 6pm, preceded at 5pm by buffet supper. The Anglia Room, Elizabeth House, Dereham.

ii) Twinning Association: Informal suggestion for a Food Fest on Queens Square. No written details or request have followed.

iii) The Lighthouse / Ignite Youth Project: Reply to Council letter regarding funding. A copy has been sent by the Youth Facility steering committee.

iv) Norfolk Association of Local Councils: Legal Briefings on the power of well-being. A résumé was given. The documents are available in the Clerk's Office.

The following were received after the agenda was sent out and no resolutions may be made

v) Besthorpe Road: footway surfacing will take place outside nos.81-113 and then across the road on the other side of Kingfisher Road nos. 106-130. The work will take place on or around 24 August 2009 and last for 4 weeks. The work currently being undertaken in Besthorpe Road is developer funded prior to adoption by Norfolk CC.

vi) Investments: The Barclays business bond currently earning 5.7% on the £150,000 invested for the toilets will mature on 3 April. The offer for re-investment is at 1.5%.

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

i) Surrogate Street / Church Street: The pavement has dropped leaving the kerb raised and a trip hazard.

ii) A resident wishes to bequeath to the Town Council a house and garden for a car park and has suggested that the house might be let to provide an income to maintain the car park. The Town Council has no powers to be a residential landlord, but another use might be made for the house.

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

i) House legacy ii) Quotes for grubbing out trees in Dell and a diseased horse chestnut on the Recreation Ground.

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

Items raised were: cars parked for lengthy periods of time; litter; an accident on London Road and an abandoned vehicle; agendas & minutes on the website; CCTV; dog fouling in Gaymer's Meadow; policing of parking, dog fouling & littering.

**The meeting was reconvened.**

**20 THE DATE OF THE NEXT MEETING WAS CONFIRMED AS MONDAY 6 APRIL 2009 AT 7PM** (Clerk on leave)

**21 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 Cllr Francis left the meeting at 8.10pm.

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

**22 TO RECEIVE AN UPDATE ON TOWN HALL REVENUES**

An update on the previous month's resolution was given. No further resolutions were passed.

**The meeting closed at 8. 13 pm**

**Chair:**