



ATTLEBOROUGH TOWN COUNCIL

Town Hall, Queens Square, Attleborough, Norfolk, NR17 2AF
Tel: 01953 456194 - email:enquiries@attleboroughtc.org.uk

**You are hereby summoned to attend the Meeting of
Attleborough Town Council
On Monday, 3 October 2016 at 7.00pm in the Town Hall**

Gina Lopes
**27 September 2016
Clerk to Attleborough Town Council**

AGENDA

To transact the undermentioned business; to receive the following reports and to make such orders or give such directions as necessary:-

1) Apologies for absence

To receive and accept apologies for absence

2) Declarations of Interest

a) To receive and consider declarations of interest in items below

(Members are no longer required to declare personal or prejudicial interests but are to declare any new Disclosable Pecuniary Interests that are not currently included in the Register of Interests. Members are reminded that under the Code of Conduct they are not to participate and must leave the room for the whole of an agenda item to which they have a Disclosable Pecuniary Interest. Members may disclose any other interests they may have in the interests of transparency)

b) To receive and consider dispensations in respect of Disclosable Pecuniary Interests.

3) Public Participation

To agree a resolution that the meeting be adjourned to allow the public to speak
(This includes matters on the agenda. Maximum 10 minutes in duration)

4a) Minutes of the Town Council meeting held on 5 September 2016 – for acceptance and approval

4b) Minutes of the Planning Committee meetings held on 5 and 19 September 2016 – for acceptance and approval

4c) Minutes of the Environment Committee Meeting held on 19 September 2016 – for acceptance and approval

4d) Minutes of the General Purpose and Finance Committee held on 19 September 2016 – for acceptance and approval

5) Councillors Reports

To receive written reports of external meetings attended - for information

6) Other Reports

To receive reports from:

- a) **County and District Councillors** - for information
- b) **Clerk's Report** - for information

7) Financial Matters

- a) **To authorise the payment of cheques** – for acceptance and approval
- b) **To agree direct debits** – for acceptance and approval
- c) **To receive Income** – for acceptance and approval
- d) **Income & Expenditure Report to 31 July 2016** – for information
- e) **Completion of Audit 2015-16 and External Auditor's Report** – for acceptance and approval
- f) **Council tax referendum principles for parish and town councils** – for consideration
- g) **Receipt of precept 2nd instalment & grant £206,490.00** – for information
- h) **Donation for Royal British Legion (Poppy wreaths) £200.00**– for acceptance and approval
- i) **Quotes/report from Phil Doyle re play areas** – for consideration

8) Health & Safety

- a) **Renewal of H&S contract** – for acceptance and approval
- b) **Health & Safety Policy** – for acceptance and approval

9) Attleborough Neighbourhood Plan

- a) **Update** – Cllr Perkins to report
- b) **Market proposals** – for acceptance and approval

10) Correspondence

- a) **Letter from PCSO Maxwell re incident** - for response
- b) **Committee on Standards in Public Life review of the Code of Conduct** – for information
- c) **Breckland Older People's Forum** – for consideration

11) Public Participation

To agree a resolution that the meeting be adjourned to allow the public to speak (This includes matters on the agenda. Maximum 10 minutes in duration)

12) Date of next Meeting

Monday, 7 November 2016

13) Exclusion of Press and Public -To pass a resolution excluding the press and public from the meeting under the Local Government Act 1972 (section 100 (A) (4) given the sensitive nature of the business to be discussed.

18) Staff Matters

- a) **Grounds staff hours** – for consideration