

# ATTLEBOROUGH TOWN COUNCIL

Town Hall, Queens Square, Attleborough, Norfolk, NR17 2AF

**SUMMONS TO ATTEND** – Notice is hereby given that a meeting of the above-mentioned Council will be held at Attleborough Town Hall on Monday 4<sup>th</sup> August 2014 at 7.00 pm. Members of the public are welcome to attend.

Karen Pettitt Town Mayor

28<sup>th</sup> July 2014

Attleborough Town Hall Tel: 01953 456194 e: [enquiries@attleboroughtc.org.uk](mailto:enquiries@attleboroughtc.org.uk)

## AGENDA

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

### 1. Apologies

To receive and accept apologies for absence

### 2. Declarations of Interest

**2.1) 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)

**2.2) 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 – NB: a second period of public participation will be allowed at the end of the meeting)

### 4. Minutes

To confirm as a true record, the minutes of the meeting of Full Council held on 7<sup>th</sup> July 2014 and the EGM held 14<sup>th</sup> July 2014 and 21<sup>st</sup> July 2014 (previously circulated – factual discrepancies only)

### 5. Matters Arising

To receive a brief update on any items in the minutes not listed below (NB Information only – no resolutions may be passed)

### 6. Reports

To receive reports from:

- 6.1) The Chairman (Refer to tabled diary list – for information only)
- 6.2) County and District Councillors (for information only)
- 6.3) Other representatives (for information only)
- 6.4) Town Affairs (for information only)

### 7. Financial Matters

- 7.1) To authorise the payment of cheques (see tabled list)

- 7.2) To agree direct debits (see tabled list)
- 7.3) To receive Income for July (see tabled list)

#### **8. Attleborough Neighbourhood Plan**

To receive an update on progress.

#### **9. Air conditioning unit in Archive Office** (as previously circulated)

To receive and consider quotes:

#### **10. Town Hall Booking request** (as previously circulated)

To discuss letter requesting Booking for Town Hall.

#### **11. Rent review Valuations** (as previously circulated)

To receive reviews for Council property from DVS Property Specialists

#### **12. Keys to Town Hall** (as previously circulated)

To receive the information and costing for changing the locks and keys etc.

#### **13. Correspondence** (as previously circulated)

To receive correspondence.

**13.1)** 1<sup>st</sup> Attleborough Scout Group

**13.2)** Friends of Attleborough Community Hub

**13.3)** Attleborough Summer Play Scheme

**13.4)** Letter from Abellio Greater Anglia reference fence at the Bowls club

**13.5)** Fly the Flag for the Commonwealth

#### **14. Public Participation**

To agree a resolution that the meeting be adjourned to allow a period of public participation (NB: 10 minutes maximum)

#### **15. Date of Next Meeting**

To note the date of the next meeting as Monday 1<sup>st</sup> September 2014 at 7pm

**16. 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.**

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#### **17. Staff Matters**

Grounds Staff

#### **Enclosures / Attachments**

Fresh Air Quote (Item 9)

Pitch Air Quote Item 9)

Hall booking letter (Item 10)

DVS Property Specialists rent reviews (Item 11)

Brock – Quote for locks (Item 12)

#### **Correspondence** (Item 13)

1<sup>st</sup> Attleborough Scout Group (13.1)

Friends of Attleborough Community Hub (13.2)

Attleborough Summer Play Scheme (13.3)

Abellio Greater Anglia (13.4)

Fly the Flag for the Commonwealth (13.5)