



## **ATTLEBOROUGH TOWN COUNCIL**

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

Tel: 01953 456194 - email:[enquiries@attleboroughtc.org.uk](mailto:enquiries@attleboroughtc.org.uk)

**You are hereby summoned to attend the Meeting of  
Attleborough Town Council  
On Monday, 4 September 2017 at 7.00pm in the Town Hall**

**Gina Lopes  
30 August 2017  
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) Co-option of Town Councillor**

To consider applications for the vacancy of Town Councillor and co-opt a new member

New councillor to sign Declaration of Acceptance of Office form

#### **3) 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.**

#### **4) 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)

##### **5a) Minutes of the Town Council meeting held on 7 August 2017** – for acceptance and approval

##### **5b) Minutes of the Planning and Highways Committee meeting held on 7 August 2017 and the 21 August 2017**– for acceptance and approval.

#### **6) Councillors Reports**

To receive written reports of external meetings attended - for information.

##### **a) Request to attend external meetings** – Cllr Busk to report

## **7) Other Reports**

To receive reports from:

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

## **8) 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 2017** – for information.
- e) **Completion of Audit 2016-17 and External Auditor's Report** – for acceptance and approval.
- f) **Grave Shuttering Quotations** – for consideration.
- g) **Request for Donation (S137)** – for consideration: -
  - i. Norfolk Citizens Advice; appeal for financial support
  - ii. Social Club/Bowles Club/Scout Hut request for donation towards CCTV

## **9) Attleborough Neighbourhood Plan**

- a) **Post Examination** – to Resolve that, subject to the modifications proposed, the Attleborough Neighbourhood Plan should proceed to a Referendum.
- b) **New Projects Group** – for consideration.
- c) **Communications/Marketing** – for consideration.

## **10) Queens Square Banner Policy** – for consideration.

## **11) Correspondence**

- a) **Request to start a Running/Athletics Club for 6-13 Year olds; Gaymers Recreation Ground** – for consideration.
- b) **Attleborough Town Football Club email Re: State of Pitch** – for information.
- c) **'Thank you' letter** – for information
- d) **Heritage Open Days** – for information

## **12) Informal Meeting Notes with Konect Bus held on 21 August 2017** – for information

## **13) 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)

## **14) Date of next Meeting**

2 October 2017, Full Council Meeting  
18 September 2017, Planning & Highways Committee  
18 September 2017, Environment Committee