



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, 5 June 2017 at 7.00pm in the Town Hall**

**Gina Lopes
31 May 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) 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 Annual Town Council meeting held on 8 May 2017 – for acceptance and approval.

4b) Minutes of the Planning and Highways Committee meeting held on 8 May 2017– 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 30 April 2017** – for information
- e) **Bar Equipment** – for consideration

8) Conclusion of Financial Year 2016-17

- a) **End of year financial reports 31 March 2017** – for acceptance and approval
- b) **Internal Audit Report for the year ended 31 March 2017** – for acceptance and approval.
- c) **Completion of Annual Return 31 March 2017** – for resolution

Section 1 – Annual Governance Statement for Attleborough Town Council
Section 2 – Accounting Statements for Attleborough Town Council

9) Town Events:

- a) **Heritage Open Days**
- b) **Request for a Town Festival**

10) Attleborough Neighbourhood Plan

- a) **To receive a final report - Councillor Perkins** – for information
- b) **Attleborough Neighbourhood Plan Steering Group Minutes for Tuesday 9 May 2017** – for information.
- c) **Resolution to dissolve existing steering group and consider formation of new working group**

11) Update on Warrens Lane – for consideration

12) Correspondence

- a) **Resident's Letter regarding dogs on Gaymers Meadow** – for consideration.

13) Date of next Meeting

19 June 2017, Planning & Highways Committee
19 June 2017, Environment Committee
3 July 2017, Full Council Meeting
3 July 2017, Planning & Highways Committee

14) 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.

15) Staff Matters

- a) **Groundsman's request** – for consideration