



ATTLEBOROUGH TOWN COUNCIL

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

**Minutes of the meeting of the Environment Committee
Held on Monday, 17 July 2017 at 6.30pm in the Town Hall**

Present:

Cllr T Crouch – presiding
Cllr J Burton Cllr V Dale Cllr S Taylor
Cllr T Taylor Cllr P Spiby
In attendance – Gina Lopes – Clerk to Attleborough Town Council
Trisha Drewery (minute taker)
Dist. Cllr K Martin
7 x public

EN011.17) Apologies for absence

None received as all members present

EN012.17) Declarations of Interest in items below

- a) **To receive and consider declarations of interest** - None received
b) **To receive and consider any requests for dispensation of Disclosable Pecuniary Interest** - None received

EN013.17) Public Participation

RESOLVED that the meeting be adjourned to allow the public to speak – No comments received

EN014.17) Minutes of the Environment Committee meeting held on 19 June 2017

RESOLVED to approve and accept the minutes of the Environment Committee meeting held on 19 June 2017 as a true and accurate record of the meeting, subject to minor amendment below; the minutes were duly signed by the Chairman.

Min EN007.17a – delete “Cllr Ellis reported” **add** “Cllr Ellis had reported prior to the meeting”

EN015.17) Travellers at Gaymers Meadow

The Chairman asked for consideration of this urgent item as below:

- Travellers arrived at Gaymers Meadow over the weekend and there had been much correspondence from local residents
- The Town Clerk is liaising with the Gypsy and Traveller Liaison Office, Breckland District Council and the Police
- The Clerk and Clerk’s Assistant attended the site on the afternoon of 17 July 2017 with the Police and issued a trespass notice requesting the Travellers leave by 21 July 2017 at noon – Members thanked the Clerk and her assistant for their prompt action

- The Town Council may have to proceed with an eviction which would be costly and time consuming but members agreed the need to act quickly to prevent any delays in eviction
- The Town Council may need to consider options available to prevent this occurrence happening in the future at Gaymers Meadow and other sites
- The situation will be monitored and members kept up to-date

RESOLVED that the Clerk should proceed with formal eviction if the Travellers ignored the trespass notice

ACTION: CLERK

EN016.17) MUGA and Recreation Ground MasterPlan

Installation of MUGA and draft Plan, as presented at the last Full Council meeting was discussed and points included:

- Some members felt that the plan was too futuristic; this is a plan which could be considered in five years' time; however, it was noted that the draft plan was in line with the vision within the Attleborough Neighbourhood Plan
- The plan had raised some queries from the Football Club and Bowls Club as it did not illustrate the current football pitches and bowling green
- The appointment and brief of Mr Doyle was discussed and noted this was made on recommendation of the Neighbourhood Plan Steering Group following work by Mr Steve Hall
- The Clerk informed members that the office is currently obtaining revised quotes for a MUGA without sides and that recent suggestions for a tennis court could be considered within this scheme

RESOLVED that the Clerk will instruct Mr Phil Doyle to prepare a second draft of the Masterplan to include the current football pitches and bowling green and that the MUGA quotes to be circulated to committee members and within the grant funding budget

ACTION: CLERK

EN017.17) Meeting with Allotment Holders

a) Meeting notes

The notes of the informal meeting held on 26 June 2017 were briefly discussed.

RESOLVED to accept the notes of the informal meeting with allotment holders held on 26 June 2017 and action the recommendations within.

b) Request for bee hives

A brief discussion took place regarding the allotment holder's request and it was suggested that the School need to be advised of the bee hives

RESOLVED that the tenant could keep two bee hives on his plot C2b, Chapel Road; with the condition that he undertakes a relevant bee-keeping course prior to placement of the bee hives and that he has the necessary insurance cover

ACTION: CLERK

EN018.17) Other matters

a) Common Land Survey

A request from Norfolk Wildlife Trust to undertake a survey was considered and a short discussion took place. It was suggested that local residents may like to be involved in the survey and felt that St Mary's church should be informed. The Clerk to notify the church of the survey asking them to respond by return if they had any objections.

ACTION: CLERK

b) Events on Queen's Square

Cllr S Taylor informed members that the Festival Team have planned events for the four weekends of August and the group members would be managing the following:

- 5 August 2017 - Teddy Bears Picnic, on Queens Square supplying sandwiches, Jelly and ice-cream and squash from a trade kitchen. Children will need to bring a bear and picnic blanket.
- 12 August 2017 - Clubs and groups from the Town to show-case what they have to offer. All clubs to be contacted seeking their participation.
- 19 August 2017- A display from the Emergency Services to include the new Porsche vehicle, St John's Ambulance and the, First Response Ambulance.
- Late Summer Bank Holiday weekend 26, 27 & 28 August 2017– Local bands will have 20-minute slots and there will be a street entertainer.
- The Town Council office has contacted Breckland District Council Licensing Department to ascertain if the events will need a Temporary Events Notice and will forward this information to Cllr S Taylor once received for her action
- The Clerk confirmed only a limited number of events could be held in Queen's Square and also reminded members of the planned Heritage Open Days
- Suggestion to have a meeting with all the town's community groups and set a calendar of events rather than trying to organise events without sufficient time
- Suggestion to have an electronic sign on Queen's Square advertising events as seen by a member in France

On the motion of Cllr Burton, seconded by Cllr S Taylor, it was

RESOLVED to agree a budget of £500 for the events listed and the group to proceed with the management and organisation of the events described

ACTION: ST/TCh/TCb

The meeting closed at 6.55 pm