

# ATTLEBOROUGH TOWN COUNCIL

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

**SUMMONS TO ATTEND** – Notice is hereby given that the ANNUAL MEETING of the above-mentioned Council will be held at Attleborough Town Hall on Monday 12 May 2014 at 7.00 pm. Members of the public are welcome to attend.

Karen Pettitt Town Mayor

5 May 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. Town Chair/Mayor 2014/15 Municipal Year

- 1.1) To elect the Chair of Council/Town Mayor
- 1.2) To receive the declaration of acceptance of office of the new Town Mayor

### 2. Apologies

To receive and accept apologies for absence

### 3. Declarations of Interest

#### 3.1) 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)

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

### 4. Vice Chair/Deputy Mayor 2014/15 Municipal Year

To elect the Vice Chair of Council/Deputy Town Mayor

### 5. Minutes

To confirm as a true record, the minutes of the meeting of Full Council held on 7 April 2014 and the Extra Council meeting held on 17 April 2014 (previously circulated – factual discrepancies only)

### 6. Matters Arising

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

### 7. 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)

### 8. Committees

8.1) To receive nominations to committees and agree memberships for 2014/15 municipal year

## **9. Appointments to Outside Bodies**

To receive nominations to serve on outside bodies in 2014/15 (report as previously circulated)

## **10. Reports**

To receive reports from:

- 10.1) The Chairman (Refer to tabled diary list – for information only)
- 10.2) County and District Councillors (for information only)
- 10.3) Other representatives (for information only)
- 10.4) Town affairs

## **11. Payment of Cheques**

To authorise the payment of cheques (see tabled list)

## **12. Grant Application**

- 13.1 To discuss grant application from Attleborough Youth Club
- 13.2 To discuss grant application from Attleborough Youth Football Club

## **13. Tree Work Queens Square**

To receive quotes for tree work on Queens Square.

## **14. Update on the Neighbourhood Plan**

To receive a verbal update on the Attleborough Neighbourhood Plan.

## **15. To Discuss Quotes for Re Decoration of Town Hall**

To discuss quotes for decoration of Town Hall inside and out.

## **16. Cleaning Contract**

To receive quotes for cleaning contract for Town Hall / Public Toilets.

## **17. WWI Commemorations**

To agree a WW1 commemorative afternoon tea on 3<sup>rd</sup> August and associated activities.

## **18. Correspondence**

To discuss and act upon correspondence received (refer to summary of correspondence received since last meeting below)

- 17.1 Norfolk County Council re proposed closure of Eccles, Hargham and Wilby Primary School
- 17.2 Letter from Attleborough Writers' Group inviting Councillors to take part in church Service and poetry reading.

## **19. Public Participation**

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

## **20. Date of Next Meeting**

To note the date of the next meeting as Monday 7 June 2014 at 7pm

## **21. 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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## **22. Staff Matters**

To discuss staff matters

## **Enclosures / Attachments**

**Item 5: Minutes of Full Council meetings held on 7 & 28 April 2014**

**Item 13: Grant applications from Youth Club and Football Club**

**Item 16: Cleaning Quotes**

**Item 18: List of correspondence received (below)**

## **LIST OF CORRESPONDENCE & DOCUMENTS AS AT 12/05/14**

1. Letter from Norfolk County Council re proposed closure of Eccles, Hargham and Wilby Primary School.

2 Letter from Attleborough Writers Group.