



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 Annual Meeting of
Attleborough Town Council
On Monday, 11 May 2015 at 7.00pm in the Town Hall**

Gina Lopez
5 May 2015
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) Election of Chairman/Town Mayor for the municipal year 2015-16

To receive nominations and elect the Chairman/Mayor and to sign the Declaration of Acceptance of Office

2) Election of Deputy Chairman/Deputy Town Mayor for the municipal year 2015-16

To receive nominations and elect the Deputy Chairman/Mayor and to sign the Declaration of Acceptance of Office

3) Apologies for absence

To receive and accept apologies for absence

4) 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.

5) 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)

6a) Minutes of the Town Council meeting held on 13 April 2015

6b) Minutes of the Planning Committee meeting held on 13 April 2015 – for acceptance and approval

7) Planning Applications received to-date

To make observations on the following planning applications:

3PL/2014/1264/F – Phase 3, 4 & 5, Land at Carvers Lane – Amendments –

Erection of 91 no dwellings, access roads, alterations to Carvers Lane, open space, landscaping and Assoc works

3PL/2015/0395/F – 113 Besthorpe Road –Erection of 2 residential dwellings (semi-detached)

3PL/2015/0377/CU– Unit 2 Defiant Precinct, Church Street –Change of use of Unit 2 from A1 (Travel Agents) to A3 (A3 Tea Room Café)

3PL/2015/0437/F – Roseneath, 107 Hargham Road – Erection of 4 new dwellings garages. Revised design to plots 2 &4 (amended scheme)

3PL/2015/0444/LB – 4 Bowling Green Close – proposed replacement windows to front elevation, new French doors in place of a window on the rear elevation

3PL/2015/0407/F – 6 Plumstead Drive – Enclose covered walkway between house and garage and erection of front brick wall and internal alterations

3PL/2015/0504/F – 10 Elizabeth Close, Blackthorn Road – Front single storey shower room & bedroom extension

3PL/2015/0486/F – Land adjacent to Hawthorndon, London Road – Proposal for three two-storey dwellings

3PL/2015/0480/F – 4 Beech Avenue – Erection of extension to form bedroom & en-suite & erection of conservatory

3PL/2015/0063/F – Adj to the Foundry, Foundry Corner – Erection of single storey detached dwelling with detached garage

3PL/2015/0415/O – GB Commercials, Attleborough Road – Demolish buildings on site & sub divide garden & erect 5 houses with Assoc access & parking

8) Councillors Reports

To receive verbal reports for any items not on the agenda

9) Other Reports

To receive reports from:

- a) **The Chairman** (Refer to tabled diary list – for information only)
- b) **County and District Councillors** (for information only)
- c) **Other representatives & Town Affairs** (for information only)

10) Financial Matters

a) **To authorise the payment of cheques** (see tabled list)

b) **To agree direct debits** (see tabled list)

c) **To receive Income** (see tabled list)

d) **Appointment of the internal auditor**

e) **Invoice for maintenance of public lighting (2nd instalment) £14,002.97** – for approval

f) **Request for donation S137** – for consideration

The Fire Fighters Charity

NSPCC

g) **Subscription for Norfolk Rural Community Council (CAN)** – for consideration

11) Committee Members for municipal year 2015-16

To nominate members for the following committees –

- a) **Planning, Lighting & Highways**
- b) **General Purposes & Finance**
- c) **Environment**
- d) **Personnel**

12) Representatives on outside bodies

To nominate members for outside bodies

13) Annual review of documents

To review the following documents -

- a) **Standing Orders**
- b) **Financial Regulations**
- c) **Insurance cover**
- d) **Asset Register**
- e) **Financial risks and internal control**

14) Attleborough Neighbourhood Plan

- a) **To receive an update on progress – for information**

15) Correspondence

- a) **Request from a resident – for consideration**
- b) **Memorial application – for consideration**
- c) **Resident's letter re Anti-Social Behaviour on Land Adjacent to Blackthorn Road – for consideration**
- d) **Email re Housing in the Town – for consideration**
- e) **Request for use of Queen's Square – for consideration**
- f) **Attleborough Boxing Club request for support – for consideration**
- g) **SN Local Plan proposed main modifications & sustainability appraisal consultation – for consideration**
- h) **Breckland notice of lapse of deposit of plans – for consideration**
- i) **Attleborough Heritage Group – Railway Station Listed Building Status – for information**
- j) **Thank You letter - Attleborough & District Horticultural Society - for information**

16) Date of next Meeting

Monday, 1 June 2015

17) 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.

18) Staff Matters

- a) **Groundsman – update**
- b) **Pension Policy – for approval**