



## ATTLEBOROUGH TOWN COUNCIL

Town Hall, Queens Square, Attleborough, Norfolk, NR17 2AF  
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### Minutes of the Meeting of Attleborough Town Council Held on Monday, 5 October 2015 at 7.00pm in the Town Hall

#### Present:

Cllr A Perkins – presiding  
Cllr G Ellis                      Cllr G Dickerson                      Cllr E Tyrer                      Cllr T Crouch  
Cllr M Weaver                      Cllr J Williams                      Cllr S Taylor                      Cllr T Taylor  
In attendance – Gina Lopes – Clerk to Attleborough Town Council  
Dist Cllr T Ashby      Dist Cllr K Martin                      Dist Cllr A Stasiak  
8 x public

#### **076.15) Apologies for absence**

Apologies for absence were received and accepted as follows:-

Cllr J Burton                      -                      holiday  
Cllr R Bond                      -                      prior engagement  
Further apologies noted from NCC Cllr Byrne.

#### **077.15) Declarations of Interest**

##### **a) To receive and consider declarations of interest in items below.**

Declarations of interest were received as follows:

Cllr Tyrer                      -                      Agenda item 8 (Neighbourhood Plan)  
Cllr Dickerson                      -                      Agenda item 9 (ATFC/Recreation Ground)

##### **b) To receive and consider dispensations in respect of Disclosable Pecuniary Interests – None received**

#### **078.15) Public Participation**

**RESOLVED** to suspend the meeting to allow the public to speak – See “Public Participation Notes” attached

#### **079.15) Attleborough Neighbourhood Plan**

##### **a) Letter from Mr Thatcher, Chairman of Connaught Hall – Noted for information b&c) Presentation, Progress, resources and funding - Mr Richard Middleton, Chairman of Attleborough Neighbourhood Plan Steering Group –**

The Chairman welcomed Mr Middleton to the meeting and invited him to make his presentation which included the following:

*Reached a critical point in the NP process as you know in as much as significant funds are needed to complete the Plan in a timeframe which will take it to a Referendum next May at the same time as the PCC elections. It is an extremely tight programme but with your support tonight we are confident we can achieve it The level of detail needed has surprised us all I think and I am more disappointed than anyone about the time it has taken and the costs. However, it seems clear*

*based on the advice of the experts that if we don't provide that detail the plan will be rejected by the Inspector before it gets to the referendum.*

*Where are we and what have we got for the money we have spent so far?*

*We have a draft Plan that now must be tidied up with the remaining details so that it can be put out to consultation and sent to the inspector. Much of that work is collation of evidence but there will also be a need to be professional oversight. We then have to prepare for and carry out the consultation, collect and analyse the results and last but not least finish writing the Plan. All that involves a considerable amount of work which cannot realistically be carried out by someone in their spare time.*

*What have we achieved so far for all this time and money and believe me there has been a lot of time. You heard earlier from Mr Hinde about the length of time this has been going. I was thinking about it and in fact the NP process has brought many positive things*

*1. You have independent reports on the sports and leisure and health and social care facilities in Attleborough which provide clear evidence of an under provision and which detail the sorts of things that are required.*

*2. The Town now has a Retail Forum where local traders can meet and put their views forward. More than that they are doing things in the Town. The floral bikes and the efforts for the Tour of Britain were tremendous.*

*3. Local businesses have stepped in and contributed money to help produce a local magazine which is keeping the population informed about the NP. That comes from a thriving Business forum which meets monthly to share ideas and look at how business in Attleborough can be improved.*

*4. These measures have raised the profile and influence of the town and town council in definite ways*

*-- NCC changed the planned location of a new primary school*

*-- Relationship with BDC take us seriously – GADP*

*-- Breckland contacted the TC and asked how it wanted to spend developer contributions – a first.*

*-- The LEP watching what we do with a view to using Attleborough as a case study for how to grow market towns*

*-- Breckland Economic Development wants to engage and accept the town's views on where new employment land should go.*

*In order to put that into reality in the NP, consult and submit it for examination with a degree of success is going to cost £55,000*

A map of the Town showing the proposed masterplan was offered for members to view.

A breakdown of costs was explained and assurance that some grant funding had been identified, currently £16,000, with the potential to seek further grants. Mr Middleton felt there may be some negotiation in the figures and this was a ceiling to create the plan but advised that there would be ongoing projects once the plan was completed. Breckland District Council were very interested in the plan and they also had designated officers who may be able to help identify funding.

Concern was raised that the estimated 4,000 houses would be nearer 6,000 and the infrastructure and industry were not being put in place and hoped the plan would address.

**079.15a) Minutes of the Town Council meeting held on 7 September 2015**

**RESOLVED** to approve and accept the minutes of the meeting of Full Council held on 7 September 2015 as a true and accurate record of the meeting and the minutes were duly signed by the Chairman

**080.15b) Minutes of the Planning & Highways Committee meetings held on 7 and 21 September 2015**

**RESOLVED** to accept the minutes of the meetings of the Planning & Highways Committee held on 7 and 21 September 2015 and the recommendations therein

**081.15) Councillors Reports**

Brief verbal reports were received and included the following:-

Cllr Williams – has noted changes to the buses and the early morning bus as no bus that gets in by 8.00am – Cllr Tyrer confirmed this has been noted earlier at the Planning Committee and that he would draft a letter to Konnect

Cllr T Taylor – questioned if the CCTV cameras were working as there seemed to be several recent incidents where the Police did not have enough evidence – The Clerk confirmed that the CCTV was not under the Town Council's management and Cllr Ellis confirmed that the cameras were all working but suggested this issue be raised at the next SNAP meeting

Cllr Ellis – noted that Edenside car park had been resurfaced and that yellow lines had been put in

**ACTION: CLERK/ET**

**082.15) Other Reports**

**a) The Chairman** – No report at this time

**b) County and District Councillors** – Noted for information

Dist Cllr Martin – reported that the Local Plan is progressing and a lot of the parishes are only just starting Neighbourhood Plans. Attended Planning meeting last week and voted against two applications which were successful and the Chairman used his casting vote and followed the officers' recommendations. At the last group meeting he asked for parking to be put on the agenda for Attleborough and this will come through to the Town Council. Noted that at King's Lynn they have a camera on the car park entrance which records time of entry and exit to ensure the 3 hour limit is followed. Advised that the yellow lines at Edenside were not enforceable by the Warden but to stop parking and obstructing exit

Dist Cllr Ashby – Confirmed that he had raised the issue of CCTV at the last SNAP meeting and was assured the cameras were all working but will contact PCSO Phillips in case there has been a break-down. He was contacted by a resident about the changes to the bus service and would like to be included if there are any subsequent meetings with Konnect. Attended the meeting for Carver's Lane application and was very disappointed. He noticed reference was made to Mattishall where a Neighbourhood Plan was in progress at stage 2. Planning Committee does not have to take into account any provision for health. Councillors have been contacted since election on the issue of the car parking and mainly there is support for a 3 to 4 hour restriction.

Dist Cllr Stasiak – Reiterated car parking issue and suggested any restriction should initially be implemented at Edenside as this is smaller. He is involved in the transformation agenda and considering assets and how income can be increased and also what innovations can be put into Market Towns. Looking at static units; has been involved in this in the past at Gaymers which is now starting to look tired.

Could be tidied up via the Neighbourhood Plan work and if Breckland is prepared to offer starter units this has previously provided employment

**c) Other representatives & Town Affairs** – Noted for information

Cllr Crouch – a resident had asked him if she paid herself could she place a bench in the cemetery as there is nowhere to sit – suggested he ask the resident to write into the Council for consideration and to also advise the style of the bench

Cllr Crouch – Attended a meeting for residents of Carver's Lane, Honeysuckle Way and Bryony Way to discuss Carver's Lane application. The residents have taken legal advice and will issue a legal process against the decision

**d) Clerk's report** – Noted for information

**Vandalism incidents at Public toilets** – Several incidents where a brown liquid has been sprayed all over the toilet cubicles, walls and toilets, at the public toilets off Queen's Square. The Cleaner has worked hard to remove on each occasion and the Police have been in attendance but no further action taken at this time.

**Casual vacancy** – Breckland has confirmed ATC can now co-opt to fill the vacancy and it is currently advertised on the notice boards and website.

**Funeral of late Sidney Wilson, first Mayor of Attleborough** – The service will be held on Wednesday 7th October at 12 noon at St Mary's church and after at the Town Hall. Email of thanks from his daughters

**083.15) Financial Matters**

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

**RESOLVED** to approve and accept the payment of cheques as per tabled list -Total £11,175.86

**b) To agree direct debits**

On the motion of Cllr Williams, seconded by Cllr Weaver, it was

**RESOLVED** to approve and accept the direct debits as per tabled list -Total £13,585.79

**c) To receive Income**

On the motion of Cllr Dickerson, seconded by Cllr Williams, it was

**RESOLVED** to approve and accept the income for June as per tabled list –Total £158,579.00

**d) Income & Expenditure Report to 31 August 2015** – noted for information

**e) Quote for refurbishment of Town sign** – decision deferred until further quote received

**f) Quote for replacement floodlights at Gaymers** – The Clerk to obtain further like-for-like quotes for Council consideration

**g) Quotes for drop posts at Lomond Road Play area** –

Quotes were considered and the issue discussed.

On the motion of Cllr Crouch, seconded by Cllr Ellis, it was

**RESOLVED** that the Council cannot erect posts at the play area at this time

**h) Receipt of 2<sup>nd</sup> instalment of precept £154,304.36** – Noted for information

**ACTION: CLERK**

**084.15) Attleborough Town Football Club/Recreation Ground**

Cllr Dickerson reported that he had been in discussion with Mr Pallant who had raised further concern regarding cutting of the pitches and litter and broken glass. Mr Pallant had reiterated a previous offer for the Club to cut the pitches themselves and this was discussed at length. The Clerk advised that the members had previously made a resolution not to allow the Club to cut the pitches and expressed concerns

regarding health and safety liability if external operatives used cutting equipment on Council land. The Clerk suggested the Groundsmen be instructed to cut the pitches as a priority each week and this was agreed.

On the motion of Cllr Dickerson, Cllr S Taylor, Cllr T Taylor and Cllr Williams it was **RESOLVED** that when, and if necessary, the Football Club will undertake mowing the pitches only as and when required prior to a match, subject to provision of a Risk Assessment, Insurance and Method Statement, and this will be at the Recreation Ground only.

**ACTION: CLERK**

**085.15) Correspondence**

a) **Agenda for SNAP Meeting, 24 November 2015** – Noted for information

b) **Request for support for Daisy Programme** – The Clerk to send a letter of support

c) **Breckland Council re Tour of Britain letter** – Noted for information

d) **“Thank You” letters** – Noted for information

Wymondham & Attleborough Talking Newspapers

Artline

e) **Attleborough Academy letter** – Cllr Tyrer confirmed he will be attending the event on 6 November 2015.

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

**RESOLVED** to donate £30 to Attleborough Academy for Sixth Form evening.

**ACTION: CLERK/ET**

**086.15) Date of next Meeting**

Monday, 2 November 2015

Cllr S Taylor and Cllr Weaver offered their apologies for the next meeting

**087.15 Urgent business**

Cllr Ellis raised concern that the Town Mayor had not been attending meetings for some time nor offering any apologies for absence. Cllr Ellis reported that residents had made comments and the Mayor's absence was noticed and he asked members to agree that the Clerk should write formally to the Mayor and this was agreed.

**ACTION: CLERK**

The meeting closed at 9.05pm

### **Public Participation Notes**

The Chairman invited members of the public to speak and comments received included the following:-

Mr Hinde was representing the Attleborough Neighbourhood Plan Steering Group and asked for support including the following points –

- Some councillors may be having doubts but some people present would remember back to October 2008 when the Planning Officer made a presentation on 4,000 houses for Attleborough
- There was no vision and no masterplan, however, Richard Middleton offered his services, TAF (Taking Attleborough Forward) resulted with no land owners or developers but all locals recognising that development was positive and inevitable but needed to be sustainable
- Inspector's examination 2009 and finally ACT petition and then ASHAP which came and went
- In 2013 Attleborough Town Council started the Neighbourhood Plan and a huge amount of work has been done, much of it voluntary
- This is the Town's own plan by its' own people and it must not be allowed to fault and all councillors are urged to keep this on track

District Cllr Stasiak expressed disappointment that Attleborough was not represented at the Chairman's reception at Breckland and asked why the Mayor had not attended and had noted that the Mayor seemed to be absent from his duties