

- Discussed if schemes such as the Police Cadets, currently operating in Thetford, could be offered to Attleborough youngsters and confirmed that officers could make a recommendation if they feel a youth is suitable for the scheme
- PCSO Szabo is very actively involved with youngsters eg Prince's Trust
- A member raised concern that there is a serious drug problem in the Town which does not appear to be addressed
- Queried whether the CCTV cameras helped solve crimes - Crimes often happen where there is no coverage
- Queried fire in telephone by Fire Station and noted this was very minor involving slips of paper being inserted and set alight; incident was attended almost immediately
- Report of youths congregating outside Barclays Bank and noted this was because of the free wifi available, however, they were not committing an offence but could ask Bank to turn off wifi, however, youths would probably then move to Nationwide as also offering free wifi service

The Chairman thanked PCSO Phillips for attending the meeting and he received a round of applause from those present and then left the meeting

039.15) Presentation from Stefan Clifford on "Tour of Britain"

Mr Clifford gave a brief verbal report that included the following:-

- This is the second time the Tour has come through Breckland
- Norfolk and Suffolk Councils do a combined bid
- The districts are approached to see if they want to invest in the Tour as it will bring people to the towns and they will spend and is good for all
- 90 top cyclists in the world and the biggest "free to view" event in Britain
- Sir Bradley Wiggins and others will come through the district because of this event
- Breckland is trying to encourage parish and town councils to stage events along the route and is offering grants of up to £500 - the deadline is this weekend
- A draft application has been received today from Miss Dewsbury from Attleborough Town Council but he has not yet received any other grant applications – match funding is favourable but not compulsory
- Other towns are planning events and getting involved eg Old Buckenham and Thetford
- The Tour will come through the High Street at 12.10pm approximately and has been well received by the Retail Group
- The benefits are not just economic as the event is also about the community
- 19,000 people in Breckland viewed the previous event
- There is a rolling road closure on the day
- Option for arts related scheme and trying to engage families; perhaps bikes could be painted in at these arts workshops
- There is a window dressing competition the week before – old bikes can be used to make sculptures
- Noted that additional car parking was being arranged by Cllr Ellis and that Cllr Perkins was doing a lot of work to promote the event

- The Horticultural Society were holding their show on the same day and would have refreshments available

040.15) Public Participation

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

041.15a) Minutes of the Town Council meeting held on 1 June 2015

RESOLVED to approve and accept the minutes of the meeting of Full Council held on 1 June 2015 as a true and accurate record of the meeting and the minutes were duly signed by the Chairman

The progress of the railings project on Queen’s Square was briefly discussed and the Clerk was asked to contact the contractor

The leasing of the Van was queried and noted as for discussion later in the meeting

ACTION: CLERK

041.15b) Minutes of the Planning & Highways Committee meetings held on 1 June and 15 June 2015

RESOLVED to approve and accept the minutes of the meeting of the Planning & Highways Committee meetings held on 1 June and 15 June 2015 as a true and accurate record of the meeting and the minutes were duly signed by the Chairman

042.15) Councillors Reports

Brief verbal reports were received and included the following:-

Cllr Ellis – attended East Harling Drainage Board meeting for the first time and will provide a report once he has been to more meetings. Water problems were discussed and certain planning applications including Carvers Lane and the former Grampian site

Cllr Dickerson – attended the opening of Graham Cormack Tax Assist Accountants

Cllr Crouch – had a meeting with MP George Freeman and District councillors Ashby and Oliver to discuss issues with the Carvers Lane application. Hoping to set up a meeting with residents, Highways and other relevant parties to discuss further

Cllr Burton – attended Connaught Hall AGM and further meeting. Boxing Club examination of the gym; should be done in September when everyone will be invited

043.15) Other Reports

a) The Chairman - Reference was made to the tabled diary and Cllr J Taylor confirmed it had been a difficult choice when judging the children. He was congratulated for his recent fund raising event

b) County and District Councillors -

County Cllr Byrne – reported that it was still very quiet since the election but will soon be busier. The new primary school is moving along and Chapel Road School is also going along nicely and he will have more information later

Dist Cllr Martin – had attended nine meetings varying from licensing to planning and this had been the first planning meeting. Highlighted the exhibition for the Norwich Road scheme to be held the next day in the Town Hall

Dist Cllr Ashby – Reiterated the previous comments regarding the School and confirmed he is still a Governor. Attended the NP Steering Group meeting on 10 June and it was very productive and felt communication would improve going forward. Had attended the meeting with MP George Freeman and awaited date of

further meeting, not yet heard back from Breckland. He raised concern regarding the railings and advised if there was a risk the whole square should be cordoned off but members assured him this was not the case and no need to take this action

Dist Cllr Oliver – Had a meeting with the Planning Officer regarding Bodo's and discussed the need for a turning circle. He had also asked about the hedging along Carvers Lane and was advised this was within the previous application and would check this. He also attended the Carvers Lane meeting with the other District Councillors and they drafted a letter with the residents regarding highway issues and hope to meet with the Highways officers. He offered to send details of higher interest accounts to the Clerk for the members' consideration

c) Other representatives & Town Affairs

Cllr Tyrer – suggested that written reports could be presented at each meeting by the District and County Councillors and offered to assist with a structure. He felt this would be more productive and clarify how they were representing Attleborough

Cllr J Taylor – reported a tree overhanging Paddock Gardens and obstructing the footpath – Clerk to report to Highways

Cllr Ellis - requested attention to trees on the Recreation Ground and trees overhanging the pavement outside the High School – Clerk to report to Highways

ACTION: CLERK

044.15) Financial Matters

a) To authorise the payment of cheques

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

RESOLVED to approve and accept the payment of cheques as per tabled list -Total £11,644.29

b) To agree direct debits

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

RESOLVED to approve and accept the direct debits as per tabled list -Total £13,660.97

c) To receive Income

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

RESOLVED to approve and accept the income for June as per tabled list –Total £10,249.20

d) Revised Quotations for new Van – The quotations were discussed.

On the motion of Cllr Bond, seconded by Cllr Burton, it was

RESOLVED to approve Quote 2142015-1038 for the lease hire of a Ford Transit SWB Van from Bussey's in Norwich for 36 months

e) Request for assistance from Attleborough Football Club in relation to previous damage – The Clerk confirmed she had met with Mrs Large and a solicitor representing the football club and they had requested financial assistance in relation to previously broken windows. Cllr S Taylor advised on the background to this incident and felt the football club should claim for the damage on their own insurance and that the Council should insist they had the windows repaired immediately as this was required within their lease.

RESOLVED that the Clerk should check the lease and write to the football club insisting the windows were immediately repaired at their own expense

f) Request for donation from Attleborough Community Boxing Gym –

RESOLVED that the Clerk should forward a copy of the Council's grant application form to the Gym for their consideration

g) Confirmation from Barclays Bank re charges – Noted for information

h) Replacement chain for the Deputy Mayor –

RESOLVED that the Clerk should request a brochure and price list of chains in silver for Council's further consideration

i) Income & Expenditure Report to 31 May 2015 – Cllr Burton confirmed that he had met with Clerk to consider the budget and precept figures. He explained the report to the members and voiced concern that the Council was spending well beyond their precept and using reserves. There was a lengthy discussion and the Clerk offered to meet with Cllr Burton again to discuss further. Cllr Burton also stressed that the agreed signatories for the Natwest accounts must ensure they complete their forms to implement the changes immediately and transfer the interest to the current account

ACTION: CLERK/ST/TP/GE/JBn

045.15) Town Hall

a) Kitchen repairs – The Clerk asked for clarity on the specification of the new kitchen and this was briefly discussed. Cllr S Taylor offered to advise the Clerk on the new kitchen specification. For further consideration at next meeting

b) Additional storage building – The Clerk asked for clarity on the specification of the storage building and there was a short discussion. Cllr J Taylor offered to advise the Clerk on the specification of the new building. For further consideration at next meeting

ACTION: CLERK/ST/JT

046.15) RESOLVED to continue the meeting past two hour deadline

047.15) Attleborough Neighbourhood Plan

a) Notification of appointments from external bodies – Noted for information

b) To receive an update on progress –

Cllr Tyrer presented a written report as below:-

1 Introduction

This Note has been produced to provide an update on progress of the ANP since 17th June 2015. It summarises the works to date, meetings undertaken and update on programme and resource requirements.

2 Draft Plan

Work has continued on developing the Draft ANP, and the supporting Suit of Reports to support the Plan. These supporting documents at this stage are:

- Basic Conditions Report – setting out the current context of Attleborough, opportunities and constraints*
- Evidence Base Report – sets out the evidence to support the Plan, using previous reports to support the then ASHAAP and Local Plan*
- Consultation Statement – review of all consultation undertaken, including the ASHAAP and identifying key comments and evidence to support the proposed Objectives of the ANP*
- Sustainability Appraisal – to be agreed with Breckland Council*
- Delivery Strategy – In development with Breckland Council following the proposed Greater Attleborough Development Partnership. This will clearly set out how the Plan will be delivered and implemented*

Draft Objectives have now been developed and are currently being finalised to be consulted with the Sub-Groups prior to the main consultation event in the summer/autumn.

Supporting documentation for the ANP is:

- *Basic Conditions Report*
- *Evidence Base*
- *Consultation Report*
- *Consultation Statement*
- *Delivery Strategy*

3 ***Activities undertaken since 17th June 2015***

- *Continued review and development of the above reports*
- *Drafting of ANP*
- *Agreement of Supporting documentation*
- *Development of Evidence Base – Context (Attleborough Heritage Group)*
- *Update of contact and liaison list*
- *Discussion with Colin Kilby regarding communications and employment updates*
- *Meeting with Terry Cracknell to provide update since April and tasks required to complete Plan*
- *Discussion with Town Clerk re: budgets and funding opportunities*
- *Review of previous consultation to support objectives*
- *Contacted Breckland Council to arrange meeting to agree draft objectives, policies and land allocations*
- *Update with Chair of Steering Group and proposed next steps*
- *Identification of Potential Community projects:*
 - *Sports and Leisure Facilities*
 - *Community facilities*
 - *Health and Social Care*
 - *Highway improvements*

4 ***Proposed next steps***

1. *Sector leads provide final inputs for objectives and policies for ANP*
2. *Finalise Health and Social Care Report*
3. *Complete Draft ANP*
4. *Continue to develop supporting documentation and programme*
5. *Meet all Developers to agree objectives and develop supporting policies*
6. *Sector Leads to develop with key community stakeholders Community projects to take forward*
7. *Arrange meeting with NCC Highways to discuss brief for transport interventions*
8. *Arrange meetings with Breckland Council Planning Authority to discuss and agree:*
 - a. *Objectives*
 - b. *Supporting Policies*
 - c. *Mapping input for land allocations plan and evidence report*
 - d. *Programme*
 - e. *Delivery Strategy*
9. *Discuss options for Urban Design input*
10. *Continued review of funding options for the ANP*
11. *Plan with the Communications Group, consultation programme and event for Autumn and Continue to consult through Attleborough Matters and Web*
12. *Agree with Planning Consultant the review of work and production of Final Drafts*

5 Programme

- Next ANP SG (End July) to review Draft ANP which will not include specific community projects at this stage.
- Sector leads to finalise community projects and options (September)
- Public consultation (October)

All the above is subject to resources being made available.

(9.10pm Cllr Tyrer left the room for the remainder of this item)

Cllr Bond referred to £12,000 of funding and suggested this could be used for the consultation in September. They needed to keep up momentum and felt there was a need for approximately £10,000 for completion of Phase 1. There was a lengthy discussion relating to the possibility of other funding sources and use of current funds. There may be up to £40,000 of funds but these would be for designated projects and require a full business plan. Some councillors queried the use of the funds and spending such a large amount of the precept and whether the Plan was necessary.

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

RESOLVED to provide £10,000 for the Neighbourhood Plan on the condition that as much as possible is recovered from grant funding

Cllr Bond confirmed that Mr Richard Middleton had been re-elected as Chairman of the Group and asked members to note this vote of confidence.

Cllr Perkins reported that Miss Sandra Dewsbury had been working very hard on behalf of the Group and working on funding applications for the Tour of Britain discussed earlier in the meeting. In relation to this, he requested approval of two road closure applications.

RESOLVED to approve both road closure applications; Queen's Square £21 and Queen's Square car park £36

ACTION: CLERK

(9.45pm Cllr Bond left the meeting)

048.15) Vacancies

a) Neighbourhood Plan Steering Group –

RESOLVED to appoint Cllr Tyrer as a member of the Neighbourhood Plan Steering Group

b) Planning & Highways Committee –

RESOLVED to appoint Cllr Tyrer and Cllr Weaver as members of the Planning & Highways Committee

ACTION: ET/MW

049.15) Correspondence

a) Grass cutting of pitches - request from football club –

RESOLVED that Cllr Perkins and Mr Briggs (Groundsman) would offer to meet with the football club to discuss the pitches

b) Connaught Hall correspondence –

Discussed and noted that the website had now been amended and discussions had been held with Mr Thatcher

c) CAN Invitation to AGM & Recruitment of board members – Noted for information

d) Norfolk Safer Community Awards 2015 – Noted for information

ACTION: CLERK/TP

050.15) Date of next Meeting

Monday, 3 August 2015

051.15) Staff Matters

a) Grounds Apprenticeships – Deferred due to lack of time

Meeting closed at 9.55pm

Public Participation Notes

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

- The Town Council's support was requested by the organiser of the Vintage Car Rally and he explained the need for the closure of Queen's Square Car Park and confirmed he was happy to adhere to the terms and conditions of the necessary licence as the event organiser
- Mr Cracknell urged the Council to continue to support the Neighbourhood Plan. He queried what £40,000 funds would be spent on. He noted the Council's reserves and suggested some of this could be used to finance the Plan. He reported that Liz Wrigley had been heavily involved in the Plan but was not working on the Plan at the moment because of lack of funding