



## **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, 18 September 2017 at 6.00pm 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  
4 x public

#### **EN019.17) Apologies for absence**

None received as all members present

#### **EN02017) 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

#### **EN021.17) Public Participation**

**RESOLVED** that the meeting be adjourned to allow the public to speak –  
Please see “Public Participation Notes” attached.

#### **EN022.17) Minutes of the Environment Committee meeting held on 17 July 2017**

The minutes of the Environment Committee meeting held on Monday, 17 July 2017 were noted.

#### **EN023) Quotations and Tenders**

##### **a) Groundsman’s Additional Storage and Welfare Shed**

Discussion took place; points included:

- The Clerk confirmed that the Council has a legal obligation to provide welfare facilities for the Groundsmen.
- It was felt by Members the quotes varied in detail making a decision difficult.
- Members suggest a specification should be provided by an Architect for the purpose of obtaining comparable quotes.
- The Clerk queried if Members wanted her to seek costs from an Architect/Consultant and report back to Members and this was felt to be unnecessary.
- The Clerk suggested deferring to the General Purpose and Finance Committee for consideration within the budget.

On the motion of Cllr Dale, seconded by Cllr S Taylor it was **RESOLVED** that the Clerk instruct an Architect to prepare a specification for quotes to ensure conformity and this item to be considered further at the next General Purpose and Finance Committee.

**ACTION: Clerk**

**b) Recreation Ground - Multi Use Games Area (MUGA)**

A short discussion took place.

- Quotation A was the lowest cost even with the inclusion of a concrete Park Table Tennis Table area which had been quoted separately.
- All quotations came in over the grant funding awarded of £39,995.00 and the Council would need to consider funding the remainder.

On the motion of Cllr S Taylor, seconded by Cllr Dale it was **RESOLVED** to accept Quotation A, (Fenland Leisure) £43,400.00 + VAT and include the addition of a Park Table Tennis Table; £5,000.00 + VAT.

**ACTION: Clerk**

**c) Tree Work**

The Clerk informed Members that both quotations included all the necessary work identified in the Tree Survey.

On the motion of Cllr Burton, seconded by Cllr Dale it was **RESOLVED** to accept Quote B - £3,657.00 + VAT (A. Coombes).

**ACTION: Clerk**

**d) Fencing at Gaymers Meadow**

Discussion took place and points included:

- The suitability and longevity of chain fencing and alternative options such as a picket fence or hedgerow.
- Whether any fence would serve to keep dog walkers off the pitches.
- The Clerk suggested contacting Breckland's Dog Warden to see if any support can be given by patrolling.

On the motion of Cllr Burton, seconded by Cllr S Taylor it was **RESOLVED** that new and clearer signage is needed on every entrance of Gaymers Meadow e.g. 'Dogs to be kept on leads at all times'.

The Clerk advised Members that this item had already been resolved at Full Council and cannot be overturned within 6 months.

The Clerk confirmed this item had been on the Website inviting tenders and a formal process had been concluded.

To be considered further at the next Full Council meeting.

**EN024) Cemetery and Digging Fees**

A short discussion took place; comparisons were made regarding previous charges by the Town Council in 2014 and current charges by other Grave Diggers. On the motion of Cllr Burton, seconded by Cllr S Taylor it was

**RESOLVED** the Digging Fee for Internments would be £265.00 and Ashes Internments remain at £30.00, Children's graves remain the same.

**ACTION: CLERK**

The meeting closed at 6.40 pm

**Public Participation Notes:**

The Chairman invited members of the Public to speak and points raised included the following:

- Mr Beales, Allotment Tenant, reported that points had been “missed off” the notes of the informal Allotment Meeting held on 26 June 2017; and gave a copy of his noted actions to the Committee Chairman. As there was limited time for discussion the Clerk offered to send a reply to Mr Beales in due course.
- Resident from the Football Club queried whether Members were aware of the heavy use of the Football Club car park by non-users of the facilities; and if there were any plans in place to prevent car owners parking there all day as this is affecting legitimate access to the club, particularly at weekends. The resident stated that there can be 20-30 cars parked there early in the mornings. Councillors responded that they are aware of this situation and are considering ways of stopping all day parking there; such as increasing updated signage around the car parks for public awareness. Currently, two cars which seem to be abandoned, are parked there; the Office staff are currently seeking advice as enforcing removal is difficult on private land. A solution could be to contract a private parking organisation; it was suggested approaching Kings Lynn Car Park Traffic Wardens to investigate potential of adding Attleborough Town Council areas to their regular patrols and the costs involved.
- Resident reported that a camper van has been noticed parking at Gaymers Meadow overnight.