



ATTLEBOROUGH TOWN COUNCIL

Town Hall, Queens Square, Attleborough, Norfolk, NR17 2AF
Tel: 01953 456194 - email: enquiries@attleboroughtc.org.uk

ATTLEBOROUGH NEIGHBOURHOOD PLAN COMMITTEE

**Minutes of the meeting of the
Attleborough Neighbourhood Plan Committee
held on Tuesday, 25 September 2018 at 5.30 pm in the Town Hall**

Present:

Cllr R Bond Cllr V Dale Cllr T Crouch
Cllr E Tyrer Dist. Cllr Stasiak

In attendance – Gina Lopes – Clerk to Attleborough Town Council
Trisha Drewery – Admin Assistant (minute taker)
2 x public
Dist. Cllr Martin

024.18) Apologies for absence

Apologies were received and recorded as below:

Cllr Bulmer - Work Commitments

025.18) Declarations of Interest

a) To consider declarations of interest in respect of items below – None received.

b) To receive any requests for dispensation of Disclosable Pecuniary Interest – None received.

026.18) Public Participation

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

027.18) Minutes of the Attleborough Neighbourhood Plan Committee Meeting held on 20 August 2018 – The minutes of the Attleborough Neighbourhood Plan Committee Meeting held on 20 August 2018, were noted.

028.18) Cemetery

a) **Chapel Refurbishment: to discuss ‘Brief and Scope’:** -

A short discussion took place; points included: -

- The Clerk suggested appointing a structural engineer to draft a proper specification for the refurbishment for clarity on how to progress the project.
- Cllr Bond advised a member of the Chartered Building Surveyors would have knowledge of structural conservation building works.
- It was suggested the Chapel could be listed as this could expand the avenues for potential funding and the Town Council is here to preserve the Towns assets
- A proper refurbishment specification would also assist with the presentation for any grant bids as a professional format.

RESOLVED the Clerk could investigate costings for a structural engineer to provide refurbishment specifications.

b) Quotations - Electrical Installations to the Containers and Chapel; Phase 2: -

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

RESOLVED to accept quotation 'A' - JSP Electrical at a cost of £4,000 +VAT.

ACTION: Clerk

029.18) Warrens Lane

a) Proposed Cemetery Feasibility Study for Ground Water: -

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

RESOLVED the Clerk would feedback to Breckland District Council that the report clearly states the land is not at all appropriate for use as a burial ground.

ACTION: Clerk

030.18) Interest Groups

a) Linear Park Interest Group; Informal Meeting Notes; 1 September 2018: - Noted for information.

- Cllr Bond encouraged all Interest Groups to remain in contact with the Town Council via any informal meetings notes they produce and requested the Office revisit this regarding the letter circulated to the Interest Groups.
- The Town Council would also like to have closer communication with the Principal of the Attleborough Academy regarding their Masterplan and status of the works.

ACTION: Clerk

031.18) Section 106 Discussions Update: -

- An informal S106 meeting was held earlier in the day to seek clarification on current status and what the Town Council requires to be written in the Terms of Agreement.
- Mr Ian Barclay, Consultant, is liaising with Mrs Liz Wrigley, Consultant, and met at an informal meeting two weeks ago with Councillors and the Clerk, some initial work has been done.
- These meetings are useful for clarity of progress and actions to be taken.
- Following a decision by Breckland District Council to assign £50,000 for a sports feasibility study for the Town, there has been no further communication from Breckland District Council.
- Breckland District Council do not appear to have contacted the Town's two Football Clubs or Athletics Academy to seek their viewpoints for inclusion within the feasibility study.
- Members asked the Clerk to request a scope of the feasibility study to allow collaborative working.
- It was suggested Mr Ian Barclay and Mrs Liz Wrigley do a joint presentation to the December Full Council meeting to give Members an update and the Town Council could arrange an open day to inform the public on current progress.

ACTION: Clerk

Meeting closed at 5.50 pm

Public Participation Notes

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

- Resident queried whether there were any designated plans for Gaymers Meadow. Members responded the Attleborough Neighbourhood Plan includes aspirations for Gaymers Meadow to become a Sports Hub; with the intention to extend the existing meadow to include a section of land which is not yet available; this will come under the SUE as part of the strategic framework within the Attleborough Neighbourhood Plan.