



## **ATTLEBOROUGH TOWN COUNCIL**

Town Hall, Queens Square, Attleborough, Norfolk, NR17 2AF

Tel: 01953 456194 - email:[enquiries@attleboroughtc.org.uk](mailto:enquiries@attleboroughtc.org.uk)

### **ENVIRONMENT COMMITTEE**

#### **Minutes of the meeting of the Environment Committee Held on Monday, 17 September 2018 at 7.00 pm in the Town Hall**

#### **Present:**

Cllr T Crouch – presiding  
Cllr B Bulmer                      Cllr V Dale                      Cllr S Taylor  
Cllr T Taylor  
In attendance – Anne Willett – Clerk’s Assistant  
Trisha Drewery – Admin Assistant (minute taker)  
8 x Public

#### **EN031.18) Apologies for absence**

Apologies were received and recorded as below:

Cllr Bond     -     Holiday

#### **EN032.18) Declarations of Interest in items below**

##### **a) To receive and consider declarations of interest -**

Cllr Bulmer                      -                      Item No. EN037.18 a) Blackthorn Road

##### **b) To receive and consider any requests for dispensation of Disclosable Pecuniary Interest - None received**

#### **EN033.18) Public Participation**

**RESOLVED** that the meeting be adjourned to allow the public to speak – Public in attendance; no comments received.

#### **EN034.18) Minutes of the Environment Committee meeting held on 20 August 2018**

The minutes of the meeting held on 20 August 2018 were noted.

#### **EN035.18) Linear Park/S106**

- An informal meeting has taken place with Ian Barclay, Play Consultant, Liz Wrigley, Consultant, Breckland District Council, the Clerk and Town Councillors.
- The Clerk asked for clarity for Members preference for future ownership of the planned Linear Park; the S106 Agreement will have to reflect the decision.
- Harling Drainage Board are happy to work with the Town Council regarding management of the land and will manage the drainage system.
- It was queried as to whether the intent for ownership of the land by the Town Council had been written within the Attleborough Neighbourhood Plan.
- It was queried how the Town Council Precept would be able to fund future management of the Linear Park.

- The Clerk confirmed the Precept will increase alongside the new builds and increased population; this would then assist with the funding.
- The Town Council could also forward plan to put aside funding for future expenditure to counteract additional expenses for the development and management of the Linear Park within the annual budget process.
- The Consultant should be developing a business plan to reflect costings for the management and upkeep of the Linear Park.

On the motion of Cllr T Taylor, seconded by Cllr Dale, it was

**RESOLVED** the Town Council should request ownership of the Linear Park land with the understanding that alternative options are available in the future.

**ACTION: Clerk**

### **EN036.18) Use of Earmarked Reserves**

A short discussion took place; points included:

- The digger had been an unforeseen expenditure and the 'Machinery Reserves' budget was used to purchase the digger.
- If more funds were available this would enable the potential development of more play areas in line with the Master Plans.
- It was queried if the commuted sum for the three play areas was site specific; the Clerk to check transfer details.

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

**RESOLVED** to transfer the Play Equipment Reserves and 'Open Spaces for Tree Works' across.

**ACTION: Clerk**

### **EN037.18) Open Spaces**

#### **a) Blackthorn Road**

A short discussion took place; points included: -

- Past communications with Breckland District Council has indicated the land will not be transferred over to the Town Council unless they present a detailed plan in line with internal regulations for approval.
- Options for commissioning a plan were discussed.
- It is understood that the land should come with a commuted sum.
- The specification for the play area would be for a children's play area and an adult gym exercise area with appropriate outdoor equipment.
- It was suggested play equipment companies could be contacted to design a draft plan for the area.
- Phil Doyle, Play Consultant could also be asked to do a draft plan.
- There may be grants available for the project.

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

**RESOLVED** to contact two play equipment companies to design a draft plan for consideration at a future meeting.

**ACTION: Clerk**

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

**RESOLVED** to adjourn the meeting to allow Cllr Cobb and Mrs Anna Lancaster, representing Members of the Funfest Team, to speak.

*Cllr Bulmer left the room for the above item.*

### **b) Funfest Fireworks Display**

A short discussion took place; points included: -

- This item had been placed on the Agenda to allow clarification regarding the status of actions from notes taken by Cllr Burton who attended a Funfest Meeting held on 20 February 2018.
- Members of the Funfest Team had been invited to attend to update the Environment Committee as to whether everything was in place for the event on 2 November 2018.
- Noted this fireworks event is the first of its kind for the Town; as such it is a learning curve for both the Funfest Team and the Town Council alike.
- It is the Town Council's desire to work in unity with the Funfest Team and for the event to be a success for the Town.
- Councillors confirmed the Town Council liaise with other Committees regarding large events within the Town in line with correct governance procedure.
- It was queried whether the Funfest Team have contacted local residents informing them of the event. Funfest Team Members confirmed they will be doing this nearer to the date.
- Reference was made to the meeting notes and if the written agreement was available.
- Members of the Funfest Team confirmed they have sent all essential paper work to Jeremy Hadaway, Chartered Safety and Health Practitioner, at Breckland District Council. Members noted Attleborough Town Council had not received copies of the same.
- Cllr S Taylor reminded Cllr Cobb of the need to follow proper practice.

**RESOLVED** Mrs Anna Lancaster will send the Clerk a confirmation email regarding status of actions from the 20 February 2018 meeting notes.

### **EN038.18) Correspondence**

**a) Connaught Bowls Club; Car Parking Leaflet:** – Noted for information

**b) Friends of Gaymers Meadow; Cllr Dale reported**

- Karen Norman and other residents were forming a 'Friends at Gaymers Meadow Recreation Ground' and will register as a charity.
- The "Long Term Goals" listed were discussed and it was felt there was much to consider regarding health and safety, use of equipment and management.
- Members requested that Cllr Dale ask Karen Norman to make a formal application for consideration at a future Full Council meeting.

**c) Request for a Drone Policy**

- A request for a Drone Policy has come via a Councillor.
- Cllr Dale informed Members that Ipswich Park displays signage 'Drones Fly Here' with the times/days of permission to do so and to inform other members of the public of such.
- How Data Protection would be adhered to was queried.
- The Recreation Ground was suggested as a suitable site.

It was

**RESOLVED** the Office will draft a Drone Policy for consideration at a future meeting.

**ACTION: Clerk**

The meeting closed at 7.00 pm