



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, 19 November 2018 at 6.00 pm in the Town Hall**

Present:

Cllr T Crouch – presiding
Cllr B Bulmer Cllr V Dale Cllr T Taylor
Cllr S Taylor Cllr R Bond
In attendance – Gina Lopes – CEO and Clerk to Attleborough Town Council
Trisha Drewery – Clerk’s Assistant (minute taker)
7 x Public

EN047.18) Apologies for absence

None were received as all members were present.

EN048.18) 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

EN049.18) Public Participation

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

EN050.18) Minutes of the Environment Committee meeting held on 15 October 2018

The minutes of the meeting held on 15 October 2018 were noted.

ENV051.18) Circus Petite

Circus Petite have contacted the CEO to request to visit to the Town in 2019.

A short discussion took place regarding charges for the use of the Recreation Ground and it was agreed to charge on the same basis as the Fair; however, the CEO can negotiate with Circus Petite if necessary.

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

RESOLVED to give permission for Circus Petite to use the Recreation Ground as a site in 2019 on a similar basis to the Funfair

ACTION: CEO

ENV052.18) New Play Tractor

Brass Plaque Wording

A short discussion took place; points included: -

- The Play Tractor has been painted in the Town Colours.
- The CEO suggested local children be given the opportunity to name the Tractor and this could be launched at the Christmas Carnival.

- As schools break up on the 17 December 2018; the cut off date for entries could be the end of the year with an announcement for the winner at the January 2019 meeting.

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

RESOLVED to hold a competition to name the play tractor, closing date 31 December 2018

ACTION: CEO

ENV053.18) Burial procedures

The administration burial procedures were presented to Members; these have been circulated via email prior to the meeting; Cllr Dale and Cllr Bulmer had made comments for minor changes which had been included.

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

RESOLVED to accept and approve the staff burial procedures for immediate use.

ACTION: CEO

ENV054.18) Correspondence

a) Update email from Resident re: The Dell

- The resident continues to experience issues at The Dell.
- The Police have shown a presence and are working in liaison with the Town Council.
- It was noted the resident must report each incident separately to the Police.
- It was suggested the ongoing issues be raised at the next Safer Neighbourhood Action Panel meeting taking place on 27 November at 11.00 am.

ACTION: CEO

b) Disabled and Yellow Cross Hatch Marking Update

- The CEO informed Members that Norfolk Council have confirmed they will undertake marking of the disabled bay and yellow cross hatch area at Gaymer Meadow. This will be done at no cost to the Town Council; timescales to be confirmed.
- Cllr Bond requested the CEO investigate the legalities of removing all the gates at Gaymers Meadow to resolve the residents' complaints regarding disability access.

ACTION: CEO

c) Friends Group – press release/invite to meeting

A short discussion took place; points included: -

- The Town Council has an existing system in place for residents to volunteer for Town Council activities; however, listed volunteers receive appropriate training and are covered by the Town Council's public liability insurance, providing they adhere to their specific volunteer agreement.
- The Friends of Gaymers Meadow, as a separate group are not covered within the Town Council public liability insurance.
- Correct governance of the Meadow and any voluntary activities would need to be strictly monitored; ensuring correct health and safety procedures within a legal framework as this is a public open space
- Other users such as the football club have to abide by the Town Council guidance
- At a meeting hosted by Anglia in Bloom; judges encouraged voluntary activities and perhaps these volunteers could assist with other areas such as Decoy Common.
- It was suggested a representative of the friends Group be invited to a meeting with the CEO and Chairman of the Environment Committee.

ACTION: CEO

The meeting closed at 6.35 pm

Public Participation Notes:

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

- A resident spoke of lack of disability access at Gaymers Meadow; stating one of the gates does not close, however, it was confirmed the Groundsmen have assessed all the gate hinges and followed ROSPA recommendations for reasonable adjustments.
- Resident queried whether the previously agreed meeting has taken place with the Football Club to discuss the drainage issues - advised that the Football Club have taken advice from a builder who has suggested a 'French Drain'. The Town Council have contacted their own builder to ascertain suitability of a 'French Drain' or other options and have advised the Club not to proceed with work until approval and are still seeking a site meeting