



## ATTLEBOROUGH TOWN COUNCIL

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

**You are hereby summoned to attend the Meeting of  
Attleborough Town Council  
To be held on Monday 2 September 2019 at 7.00pm  
Town Hall, Queen's Square, Attleborough**

*Anne Willett*  
28 August 2019  
CEO's Assistant

### AGENDA

**To transact the undermentioned business; to receive the following reports and to make such orders or give such directions as necessary: -**

#### **1) Apologies for absence**

To receive and accept apologies for absence.

#### **2) Declarations of Interest**

##### **a) To receive and consider declarations of interest in items below**

*(Members are no longer required to declare personal or prejudicial interests but are to declare any new Disclosable Pecuniary Interests that are not currently included in the Register of Interests. Members are reminded that under the Code of Conduct they are not to participate and must leave the room for the whole of an agenda item to which they have a Disclosable Pecuniary Interest. Members may disclose any other interests they may have in the interests of transparency)*

##### **b) To receive and consider dispensations in respect of Disclosable Pecuniary Interests.**

#### **3) Public Participation**

**10 Mins**

To agree a resolution that the meeting be adjourned to allow the public to speak  
(This includes matters on the agenda. Maximum 10 minutes in duration)

#### **4) Norfolk Adult Learning Presentation** – for information

**15 Mins**

##### **a) 'Independent Living Skills' Sharon Lock, Curriculum Manager**

##### **5a) Minutes of the Town Council meeting held on 1 July 2019** – for acceptance and approval

##### **5b) Minutes of the Planning and Highways Committee meeting held on 1 July 2019** – for noting

##### **5c) Minutes of the Planning and Highways Committee meeting held on 15 July 2019 and 19 August 2019** – for acceptance and approval

##### **5d) Minutes of the Attleborough Neighbourhood Plan Committee meeting held on 15 July 2019** – for acceptance and approval

##### **5e) Minutes of the Personnel Committee meeting held on 15 August 2019** – for acceptance and approval

**6) Councillors Reports** **5 Mins**

To receive written reports of external meetings attended - for information

**a) Attleborough Heritage Group; Cllr Montague**

**7) Other Reports** **5 Mins**

To receive reports from -

**a) Mayor's Report** – for information

**b) Deputy Mayor's Report** - for information

**c) County and District Councillors** - for information

**d) CEO & Town Clerk's Report** - for information

**8) Financial Matters** **10 Mins**

**a) To authorise the payment of cheques** – for acceptance and approval

**b) To agree direct debits** – for acceptance and approval

**c) To receive Income** – for acceptance and approval

**d) Income & Expenditure Report 30 June 2019**– for information

**e) Tree Works Quotation** – for resolution

**f) Request for Donation (S137):** – for consideration

i. Attleborough Branch of the Royal British Legion

ii. The Lighthouse Charity

**9) Committee Structure** – for resolution **5 Mins**

**10) Correspondence** **5 Mins**

**a) Town Council Solicitor; Query regarding Grass Corridor; Recreation Ground** – for response

**b) Farming and the Highway** – for information

**c) Review of Polling Districts, Polling Places and Polling Stations 2019** - for consideration

**d) 'Thank you' correspondence** – for information

Artline

**11) Public Participation** **10 Mins**

To agree a resolution that the meeting be adjourned to allow the public to speak (This includes matters on the agenda. Maximum 10 minutes in duration)

**MAXIMUM MEETING TIME ONE AND A HALF HOURS**

**ALL COUNCIL MEETINGS ARE RECORDED FOR ACCURACY**

**MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND**