



ATTLEBOROUGH TOWN COUNCIL

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

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Minutes of the Meeting of Attleborough Town Council Held on Monday, 3 February 2020 at 6.00 pm in the Town Hall

Present:

Cllr T Crouch - presiding

Cllr D Redmond Cllr K Montague Cllr B Bulmer Cllr B Cousins
Cllr J Ellis Cllr J Roper Cllr A Busk (Arr. 6.20pm)
Cllr V Dale Cllr T Taylor Cllr E Tyrer (Arr. 6.10pm)
Cllr A Westby (Arr. 6.05pm) Cllr P Leslie (Arr. 6.15pm)
In attendance – Gina Lopes – CEO & Town Clerk to Attleborough Town Council
Anne Willett – CEO's Assistant (minute taker)
11 x Public

104.19) Apologies for absence

Apologies for absence were received and accepted as below:

Cllr W Loades - Unwell
Cllr L Grave - Other Commitment

105.19) Declarations of Interest

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

Declarations of interest were received as follows:

Cllr Taylor - Planning Applications: 3PL/2020/0006/HOU & 3PL/2020/0007/LU-Cornerways, 28 New North Road

Cllr Dale - Planning Applications: 3PL/2020/0006/HOU & 3PL/2020/0007/LU-Cornerways, 28 New North Road

b) To receive and consider dispensations in respect of Disclosable Pecuniary Interests – None received.

106.19) Public Participation

RESOLVED that the meeting be adjourned to allow the Public to speak – See Public Participation Notes attached.

107.19 4a) Minutes of the Town Council meeting held on 13 January 2020 -

RESOLVED to approve and accept the minutes of the meeting of the Town Council meeting held on 13 January 2020 as a true and accurate record of the meeting, subject to the amendment below, the Chairman duly signed the minutes.

Min 102.19 - A recorded vote was requested as follows:

For: Cllr Cousins, Cllr Montague, Cllr Redmond, Cllr Busk, Cllr Bulmer,

Against: Cllr Ellis, Cllr Tyrer, Cllr Taylor, Cllr Grave, Cllr Dale,

Abstained: Cllr Loades, Cllr Roper.

Chairman was required to use his casting vote - For

107.19 4b) Minutes of the Attleborough Neighbourhood Plan Committee meeting held on 16 December 2019

RESOLVED to accept the minutes of the meeting of the Attleborough Neighbourhood Plan meeting held on 16 December 2019, the Chairman duly signed the minutes.

108.19) Planning and Highways –

108.19 a) Decision notices received to-date

Decision notices below were noted for information –

3PL/2019/1435/F – Land to Side/Rear, 7 Dodds Lane – Sub-division of garden, erection of a pair of two-storey semi-detached dwellings, and garages and parking on the land to side/rear of No. 7 Dodds Lane – Approved.

3PL/2019/0780/LB– The Railway Station, Station Road – Demolition of the two small ancillary buildings, redevelopment of the existing car park to include new car park area to be laid out including new car parking bays, ticket machine and cctv and lighting. Demolition of the existing boundary retaining wall and construction of new realigned wall, footway-cycleway and new bus stop – Approved.

3PL/2019/0660/F – Site Adjacent to The Nook, Buckenham Road – Erection of 6 dwellings including ecological wildlife zone - Refused.

3PL/2019/1475/HOU – 22 Hargham Road – First Floor Rear Extension and internal alterations – Approved.

3PL/2019/0275/O – Land North of Blackthorn Road – Development of up to 80 dwellings with associated infrastructure including green space, swale and noise attenuation barrier – Refused.

3PL/2019/1317/F – Melford House, Station Road – Removal of an existing fence and a number of conifer trees at the front of the property, and replace them with a brick wall and gates – Approved.

3PL/2019/0967/F – Land to the North of 2 Edenside Drive – Erection of bungalow and 2 parking spaces for adjacent business unit – Refused.

108.19 b) Planning Applications received to-date

After consideration of the following planning applications it was

RESOLVED to recommend as below:

3PL/2020/0006/HOU – Cornerways, 28 New North Road – Erection of a single storey timber granny annexe for ancillary use to the main dwelling – No objection.

3PL/2020/0007/LU – Cornerways, 28 New North Road – Use of the land for siting of a mobile home for use ancillary to the main dwelling (Certificate of Lawfulness). – No objection.

3PL/2020/0008/LU – 7 Circlet Place – Erect a non-boundary wall from back of house to enclose existing patio approx. 9.1m long and 2.4m high – No Objection

3PL/20120/0015/F – 22 Connaught Road – Change of Use from 2 no. Studio Flats (C3) dwelling house) to 2 no. Studio Flats to provide Residential Accommodation by Persons with Learning Disabilities (C2 Residential Care) – No objection.

3PL/2020/0023/F – Wentworth, London Road – Erection of a single storey detached dwelling with driveway and parking /turning – No objection.

3SR/2020/0001/SCR – Land Off Fowlers Lane – Proposed Installation of New Rising Main between Attleborough Sewerage Treatment works and land off Fowlers Lane - for information only - Noted.

108.19 c) Other Planning Matters

- i. **Norfolk County Council; Norwich Western Link Update** - Noted for information
- ii. **Norfolk County Council; Transport for Attleborough – Church Street, Queens Road and Queens Square** – Noted for information Breckland District Council's decision to increase parking limit to three hours.
Cllr Tyrer informed Members *"has been in touch with Norfolk County Council in terms of wider transport issues and how we move forward and parking will be*

part of that and also part of a discussion I have been invited to meet with Leader of Breckland Council and I've invited Vice Chair of ANP Cllr Leslie to that informal discussion to see how we take the Town forward, parking, transport and all the other themes that as Councillors have been appointed to will be discussed in an informal manner to understand what's going on. That meeting will not be on behalf of all the Councillors, will not be on behalf of the Council no decision will be made its purely as 'our positions' as the Chair".

iii. **Norfolk County Council; Proposed Traffic Orders - STRO62120** – Noted for information

iv. **Temporary Traffic Restriction Orders** – Noted for information

- **STRO3464** – affecting U33189 Queens Square, B1077 Church Street, B1077 Queens Road, B1077 Exchange Street and C572 for the duration of works 3rd February 2020 to 19th June 2020. Please read the TRO to see the particular for the various works and dates – Noted for information.
- **STO3396** - affecting B1077 Church Street, B1077 Exchange Street, B1077 Norwich Road, U33189 Queens Square for the duration of works 3rd February 2020 to 17th April 2020. Please read the TRO to see the particular for the various works and dates – Noted for information.
- **STRO3305** – Order prohibiting the use of vehicles of the road from Snetterton to Old Buckenham for 20 meters either side of the rail crossing in the parish of Quidenham. From 23:00 hours on 11th February 2020 to 06:00 hours on 12th February 2020 for the duration of the works – Noted for information.

v. **Norfolk County Council; Response re: Additional Signage Request** – Noted

vi. **Norfolk County Council, London Road pedestrian and cycling improvements** - Discussion took place and the following concerns were noted: How this effects emergency services response time.

The traffic islands are unlit and the visibility is "awful", some Members felt this was not an improvement, rather dangerous and detrimental.

There are already issues with the road being narrowed near West Carr Road. Concerns for residents backing out their vehicles onto cycle way who would be liable in the event of an accident.

Cllr Tyrer said this scheme in principle promotes the idea of sustainable transport, however there are reservations as to the initial designs which will be subject to road safety audit that comply with Highways standards.

Cllr Tyrer made a proposal and when he asked 'did you get that'? Cllr Bulmer stated she 'didn't get that; it was a bit mumbled'. Cllr Bulmer offered to try and write it down.

ACTION: CEO

109.19) Councillors Reports

The following report was received of external meetings attended –

a) Addressing Loneliness and Social Isolation Update;

Cllr Roper informed the members she was arranging an event in the Town Hall on 10 March 2020 10.30am – 4pm regarding tackling Loneliness and Social Isolation.

Cllr Roper & Cllr Taylor attended a meeting on 29 January 2020 at Connaught Hall, a summary of the meeting as follows; on 24/25 April 2020 there will be a play about a murder that happened in Attleborough some years ago by the 'Friends of Connaught Hall'. The Connaught Hall AGM will be held on 29 April 2022, several members will be standing down so new Trustees are welcome. A new licensee will be required and additional bar staff.

b) Breckland District Council Climate Emergency; Cllr Taylor to report

Deferred to another meeting.

ACTION: CEO/JR

110.19) Other Reports

The following reports were received and accepted: -

a) Mayor's Report –

The Mayor presented his diary of events attended since the last meeting; as below:

- 27 January 2020 attended Thetford VE Day discussions with Cllr Cousins
- Taylor Wimpey new allotment site visit
- 28 & 30 January made Gift Box Presentation as a Thank You to the Ambulance and Fire Service staff, funded by Cllr Crouch.

b) Deputy Mayor's Report – Nothing to report.

c) County and District Councillors: -

Dist. Cllr Dale: -

- Has attended Licence training, a Breckland District Council Planning Meeting and Cabinet meeting and is now a member on the Planning Committee. Also attended a YAB meeting about providing a Skateboard Park at Watton which was well attended by youths and parents.
- Dist. Cllr Taylor: -
- Attended the Full Council Meeting last month and attended two licensing meetings, plus had discussions regarding Climate Change.
- Dist. Cllr Martin: -
- Attended six different committee meetings including Planning, Licensing and Full Council.

CEO & Town Clerk's Report: -

The following update was given concerning M & Co car park. The Town Council's Solicitor made a site visit and looked at the Land Registry details for the car parking area behind "M & Co" in Attleborough. His advice is as follows:

The Freehold interest in the new car park belongs to the Norwich Town Close Charity. The Charity leased it to Mackays Stores Limited on a ten-year lease from 1 June 2009 to 31 May 2019. (That Lease may well still be running.) Mackays therefore seem to be the lawful occupiers of the car park. As such, they are entitled to require people parking on their land to pay a fee. There are plenty of notices on the site, telling drivers that they must pay a fee to park there. This all seems to me to be very likely to be completely lawful. In a sense, the parking fee is lawful until a County Court Judge says it isn't lawful. So, the only useful way to test it, is for a driver to contest the parking fee debt in the County Court.

Somebody has suggested that the Prescription Act might apply; that is to say that the Town Council or a person who lives in the area might have acquired a prescriptive right to park on this land. That acquisition of a prescriptive right to park is legally possible in some circumstances, but I think that it will **not** apply here. The situation where such a prescriptive right usually applies is where a landowner parks a car on his or her neighbour's land for about 20 years without the permission of the neighbour. The right to park then attaches to the first landowner's land and inhibits the neighbour's use of his or her own land. In Attleborough, there is no landowner using a neighbour's land to park; what we have is members of the public parking on two adjoining car parks. I don't think that the general public can acquire a public right to park on private land. Neither the Town Council nor any individual is likely to be able to stop M & Co from operating their own car park in this way. The only other avenue of attack would be to ask Breckland Planning department whether M & Co have got all of the necessary planning and advertising consents for the multitude of signs and notices on site and for the actual public use of use of their car park land. CEO confirmed she had contacted Breckland and they would not be taking any action. Cllr Dale thanked the CEO for finding out this information.

The CEO informed members that regrettably Mrs Watts had left the employ of the Town Council and Caretaker, Mr Wilson had also given his resignation.

There is a significant cheque being paid for the skate park repairs and confirms the repairs have been completed and the area is back in full use.

111.19) Financial Matters

a) To authorise the payment of cheques: -

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

RESOLVED to approve and accept the payment of cheques as per cheque list dated 3 February 2020 £31,761.65

b) To agree direct debits: -

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

RESOLVED to approve and accept the direct debits list dated 3 February 2020 Total £29,207.49

c) To receive Income: -

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

RESOLVED to approve and accept the income list for January 2020 – Total £3,261.38

d) Income & Expenditure Reports November 2019 – Noted for information.

e) Quotations– for consideration

i. Further Repairs to Church Wall

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

RESOLVED to approve the repair quotation for £4,635.00.

ii. Ground Staff Welfare WC, Shower and Eating area; to meet H & S Standards

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

RESOLVED to approve Quotation B £18,192.00 + VAT

f) Request for Donation (S137)

i Attleborough Health Care and Well-Being Trust

Request deferred and applicant to be asked to complete a grant application.

ACTION: CEO

RESOLVED to extend the meeting for half an hour.

112.19) VE Day 75 Match Funding

Cllr Crouch informed members Attleborough Town Council are applying for £500 grant for VE Day Celebrations and asked if members wished to match fund a further £500 should it be needed.

Cllr Tyrer demanded information from the CEO, regarding the plans for VE Day and the CEO informed Members one of the Admin Assistants had been working with a few Councillors on suggested programmes; Cllr Dale had initially been involved and as the grant application had to be in by 31 January 2020 it had been progressed and submitted. However, the CEO advised as she had been unwell and only just returned to work she could not provide any further information at this time and did not have the paperwork to hand.

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

RESOLVED in principle, if there is a need for a further £500 the Council will match fund.

ACTION: CEO

113.19) Request from ANP Chairman

Cllr Crouch stated he felt the Attleborough Development Partnership did not seem to work. CEO explained this agenda item is the result of a motion from the ANP

Committee. The CEO was requested to clarify and advised, if a meeting is attended by a Councillor in an individual capacity, delegated powers are not needed, however, if attending in the role of Councillor, they are and a meeting brief should be agreed. Cllr Tyrer wished to contact Breckland Council as Chairman of the ANP Committee to arrange a meeting with District Councillors and the Leader of Breckland. The motion was not supported.

114.19) London Road Play Area

CEO asked members to look at the costings on the London Road Play Area Masterplan, Phase 1 Basic, Phase 2 Enhanced. A response has been received from the S106 Officer, there should be £92,000 available but that still has to formally agreed, there may be a further sum (approx. £46,000) which could be put aside to enhance Lomond Road. Earmarked reserves could be used which would also show a commitment from the Council. Play Consultant, Phil Doyle, is going to confirm with S106 Officer if they will accept the costings prepared by a professional architect so the application process can start rather than delay waiting for 3 further quotes. Cllr Dale queried the position of the play equipment but was assured that with any project it evolves and there will be some movement.

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

RESOLVED to approve Phase 1 and 2 and to apply for £92,000 from existing S106 for London Road and also use earmarked reserves for remainder.

ACTION: CEO

RESOLVED to extend the meeting for half an hour.

115.19) Correspondence

- a) **Chapel Road, Dog Waste Bin** – The existing bin is to be relocated
- b) **Request for a new Bin on Maurice Gaymers Industrial Estate** - Cllr Dale will ask Banham Poultry to provide the new bin when she attends their next meeting.
- c) **Light House Requests** –
 - i. To use Queens Square on Good Friday – Approved
 - ii. To hold a 'Family Fun Day' - Approved
- d) **The Next Attleborough Safer Neighbourhood Action Panel Meeting Date Thursday 16th April 2020 at 11.00am Thank you letters** – Noted for information
- e) **Thank you Letter**
 - i. To the Grounds Team for prompt removal of a fallen tree and Hedge Trimming - Noted

ACTION: CEO/VD

Meeting closed at 8.30 pm

Public Participation Notes

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

- Resident objected to staff member delivering Town Council paperwork to her Public House.
- Dist. Cllr Martin queried why M & Co had not been asked if the market could take place on their car park whilst road works in place. It was suggested the market could be moved to Connaught Hall but there had only been the fish stall the first week and 2 stalls the second week so was held in front of Town Hall.
- Dist. Cllr Ashby queried why the Accounts were not up to-date on the website and why Personnel Minutes and Agendas were not posted on website
- Cllr Dale queried her comments regarding Personnel Committee in the last minutes. CEO confirmed Minutes record resolutions and it is not necessary to record comments.