



ATTLEBOROUGH TOWN COUNCIL

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

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Minutes of the Virtual meeting of the Attleborough Town Council Held on Monday, 7 September 2020 at 7.00 pm

Present:

Cllr P Leslie - presiding

Cllr K Montague

Cllr B Bulmer

Cllr B Cousins

Cllr J Ellis

Cllr T Taylor

Cllr E Tyrer

Cllr A Westby

Cllr V Dale

Cllr W Loades

In attendance – Anne Willett – CEO's Assistant (minute taker)

044.20) Mayor's Welcome

Cllr Leslie introduces the meeting and welcomes everyone.

045.20) Apologies for absence

Apologies were received from Cllr Redmond, Cllr Crouch, Cllr Grave

On the motion of Cllr Taylor, seconded by Cllr Tyrer, it was

RESOLVED only those who have given reasons for their apology specifically for this evening will be accepted

Cllr J Roper – Other Commitment

Further apologies were noted from Gina Lopes, CEO & Town Clerk on annual leave.

046.20) Declarations of Interest

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

Cllr Taylor 9b) Trustee of Connaught Hall

Cllr Taylor & Cllr Dale 9d) Both members of Licensing Committee at Breckland Council

b) To receive and consider dispensations in respect of Disclosable Pecuniary Interests –

Cllr Taylor declared a pecuniary interest in Agenda Item 11a and 7a) Judicial review interim payment to claimant.

047.20) Resident's Questions

RESOLVED that the meeting be adjourned to allow the Mayor to address questions submitted from various residents. (See Resident's Questions Notes attached.)

048.20a) Minutes of the Town Council meeting held on 3 August 2020

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

RESOLVED to accept the minutes of the meeting of the Town Council meeting held on 3 August 2020, subject to amendments **Min 032.20** delete apologies for Cllr Redmond and Cllr Crouch **Min 038.20 e)** delete This was emailed the following day to all Cllrs with detailed information relating to the Grounds Staff Welfare Unit at the Recreation Ground **Min 039.20** delete Play consultant is ready to move this forward.

049.20b) Minutes of the Extraordinary Town Council meeting held on the 20 July & 17 August 2020 –

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

RESOLVED to accept the minutes of the meeting of the Extraordinary Town Council meeting held on 20 July 2020 subject to amendment, delete statements made by Cllr Crouch and Cllr Busk.

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

RESOLVED to accept the minutes of the meeting of the Extraordinary Town Council meeting held on 17 August 2020 subject to amendment **Min 130.20** delete apology for Cllr Crouch, add Cllr Montague – Annual leave

ACTION: CEO

050.20) Planning Matters –

050.20a) Planning Applications - Received to date

3PL/2020/0827/D – Attleborough: Land adjacent to Coronation Villa, 20 New North Road – Reserved matters application for erection of 2 dwellings with carport following outline permission 3PL/2019/1336/O. – No comments

3PL/2019/0717/O – Attleborough: Land North of Blackthorn Road Attleborough – Development of up to 18 dwellings with associated infrastructure, including access road, bunding, SUDs/Swale and landscaping. – No comments

3PL/2020/0872/F – Attleborough: Cyprus House, Amoghasiddhi Buddhist Centre, Queens Square – Pt.1 To replace the windows in the conservatory and to change the entrance. Pt.11 To replace the French windows on the Northern side and replace them with standard wooden windows. - No objections – as long as it doesn't inhibit any emergency exiting, this is a highly visible site I wouldn't want to see shuttering around this corner for three years. This work will support ongoing issues re dampness and improve the appearance of the building.

3PL/2020/0873/LB – Attleborough: Cyprus House, Amoghasiddhi Buddhist Centre, Queens Square – Pt.1 To replace the windows in the conservatory and to change the entrance. Pt.11 To replace the French windows on the Northern side and replace them with standard wooden windows. – No comments

3PL/2020/0821/D – Attleborough: Plot Adjoining The Bungalow Fiddlers Green – Reserved matters application for Erection of Cottage Style Dwelling & Double Garage following outline pp 3PL/2020/0082/O. – No objections

3PL/2020/0857/LU – Attleborough: 15 Tantallon Drive – Erection of proposed single storey rear extension. (certificate of lawfulness) – No comments

APP/F2605/C/19/3243316 – Attleborough – Oak View Hypocrite Lane Wroo Road – Alleged breach Change of Use- Appeal start date: 18 August 2020 – All representations must be received by 29 September 2020 – No comments

3PL/2019/0097/D – Former Grampian Food Site Buckenham Road Attleborough – Reserved Matters for submission for proposed 165 homes, together with public open space & associated infrastructure following outline permission

3PL/2015/0546/O – No comments

3PL/2020/0855/O – Attleborough: Adj Meadow Cottage, Hillsend Lane – Two detached houses and garages – No comments

3PL/2020/0910/HOU – Attleborough: 88 Ollands Road – Single Storey Rear Extension – No comments

3OB/2020/0028/OB – Attleborough: Oak Trees Slough Lane – Application to modify Schedule 2.3 of 3PL/2020/0033/F- Not to offer the Open Space Land for transfer; Not to transfer the Open Space Land to Breckland or a management company but to retain it and maintain it; Not to pay an Open Space Maintenance Contribution – No comments

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

RESOLVED to accept these responses

050.20b) Planning Reform –

A zoom meeting arranged Cllr Tyrer will attend and report back.

ACTION: CEO/ET

051.20) Financial Matters

a) To authorise payments –

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

RESOLVED to accept and approve the following payment list dated 7 September 2020 Total £20,127.85

b) To agree direct debits –

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

RESOLVED to approve and accept the direct debit list dated September 2020 Total £27,632.78

c) To receive Income –

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

RESOLVED to approve and accept the income list for August 2020 Total £110,646.75

d) Petty Cash payments – Noted for information

e) Income & Expenditure Report July 2020 – Noted for information

f) Receipt of S106 Funds £94,043.11 for London Road play area –

On the motion of Cllr Taylor, seconded by Cllr Tyrer, it was

RESOLVED to defer until ANP projects are in position to make recommendations

g) Grant Application Rocklands Youth Football Club £250 –

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

RESOLVED to accept and approve grant payment of £250

ACTION: CEO

052.20) Projects

a) Project – Attleborough Neighbourhood Plan –

Cllr Tyrer outlined the purpose and background.

- The vision statement and core objectives have been approved.
 - Regarding Governance, the Committee should be the decision making body of the ANP.
 - Breckland Council and the Town Council to feed into.
 - Out of 15 members, 7 from Community, 7 from Attleborough Town Council and 1 from Breckland District Council.
 - Only way to get Community back is for us to give up the reins and trust Community to lead it
 - Replace next ANP meeting on 21 September 2020 with Council meeting where we elect 7 Councillors in place and move forward
 - Project Management, a review necessary and appropriate resources to be undertaken and to effectively manage and coordinate all aspects of the Plan
- On the motion of Cllr Leslie, seconded by Cllr Westby, it was
- RESOLVED** to accept the Terms of Reference and to accept in principle the proposals that have been put forward by Cllr Tyrer from structure and that we allow for Committee to be set up on 21 September 2020 at least the Councillor element of that Committee to get things moving.

b) Project – Involving Youth

Cllr Dale had a virtual meeting with YAB

- They have done a lot of work around bullying and mental health issues
- Set up a phone line support for young people extended to whole school for anyone who feels anxious returning to education.
- Had Zoom meetings with people at County Hall and MP Elizabeth Truss

There are youths who don't want to be part of an organised group and Cllr Dale is concerned about these young adults having nowhere to go.

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

RESOLVED can we start a project where we look at providing a facility and manage that facility that is youth led going forward and they will be a voice on the ANP and sub committees

c) London Road Park Consultation –

Resident having problems with youths kicking ball over their fence.

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

RESOLVED can we provide and display a sign stating "Due to the risk of Covid any balls that are kicked into neighbouring gardens will not be returned or recovered".

ACTION: CEO

- Consultation should take place at London Road play area
 - Cllr Leslie assigns Cllr Tyrer to put together a proposal for consultation for approval at 21 September 2020 meeting and to make direct contact with Phil Doyle.
 - Cllr Tyrer will produce a project plan including timeline. Consultation feedback to be reported to November Council meeting.
 - Needs to be well advertised, posters in shops, newsletter to every household
 - Need to involve elderly who don't have internet or not able to go to Town Hall
- No proposal made but all Councillors present agree to move forward in the manor just said.

053.20) Correspondence

- a) **Response re Motor Cross Noise** – Noted for information
- b) **Use of Recreation Ground behind Connaught Hall** –
On the motion of Cllr Leslie, seconded by Cllr Bulmer, it was
RESOLVED to approve the use of Recreation Ground for Zumba class
- c) **Request from Gaymers Bowls Club to display advertising boards** –
On the motion of Cllr Leslie, seconded by Cllr Cousins, it was
RESOLVED to approve to display advertising boards
- d) **Draft Statement of Licensing Policy PL0232** – No comments
Draft Statement of Licensing Policy PL0237 – No comments
- e) **Request to display large "Confidence" campaign banners** –
On the motion of Cllr Leslie, seconded by Cllr Bulmer, it was
RESOLVED to approve request to display large "Confidence" campaign banners
- f) **Litter and Lewd Behaviour" email** – Noted and if resident provides photographs Cllr Taylor will send to Breckland on their behalf.
- g) **Plans/Actions for Footpath, Street Lighting and Traffic Calming Measures along Mill Lane, Attleborough** – Noted and will be put forward to ANP proposals
- h) **Heritage Open Days** – Noted for information

A request for a defibrillator was discussed

On the motion of Cllr Leslie, seconded by Cllr Cousins, it was

RESOLVED in principle to support Business Community with defibrillator and find a suitable location that is agreeable to all parties

ACTION: CEO/PL

054.20) Exclusion of Press and Public

On the motion of Cllr Leslie, seconded by Cllr Ellis, it was

RESOLVED to exclude the press and public from the meeting under Section 1 of the Public Bodies (Admission to Meetings) Act 1960 given the sensitive nature of the business to be discussed.

Cllr Taylor declared her pecuniary interest in Litigation Item and would leave the meeting but return for Staff Grievances.

8.50pm Member of Town Council staff left for the remainder of the meeting.

055.20) Update from Investigation Committee/Solicitor

a) Litigation

b) Staff Grievances

On the motion of Cllr Leslie, seconded by Cllr Montague, it was **RESOLVED** to extend the meeting by no more than 30 minutes.

On the motion of Cllr Leslie, seconded by Cllr Westby, it was **RESOLVED** that the Investigation Committee is to investigate and gather all relevant information on the actions of the Council in relationship to the Judicial Review, including conducting interviews with those involved and to prepare a report for approval by Councillors before it is made public.

Meeting closed at 9.14pm

Notes of Residents' Questions

The Chairman read out questions, previously submitted and responded as below: -

Question 1

Concerns raised over Banham Poultry Covid-19 outbreak

- A) The latest information 120 cases infected with virus out of 1000 but only 3 cases within the Attleborough area. The risk to Attleborough is very low but we need to remain vigilant

Question 2

When will the Town Hall re-open?

- A) The Town Hall is open for Hall hire where social distancing and strict guidelines can be observed. Citizens Advice Bureau are unable to return at present as social distancing not possible due to Town Hall layout. Admin staff are working from home but go to the office to produce meeting packs or access documents that are stored securely. Review Community Car Scheme and staff return to Town Hall.

Question 3

Gaymers meadow concerns over preserving conservation area and green space.

- A) This will be looked at as part of the community led ANP

Question 4

Concern raised over the safety of the entrance gate to the Dell where dogs are walked, as it does not shut properly.

- A) For consideration & resolution at next meeting to either repair or replace