



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, 2 November 2020 at 7.00 pm

Present:

Cllr P Leslie - presiding

Cllr K Montague

Cllr B Bulmer

Cllr J Ellis

Cllr V Dale

Cllr T Taylor

Cllr E Tyrer

Cllr A Westby

Cllr Grave

Cllr W Loades

Cllr Busk (arr. 19.07)

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

072.20) Mayor's Welcome

Cllr Leslie introduced the meeting and welcomed everyone. Cllr Taylor reported in view of second wave of Covid the Help Line 01953 686538 would be available 8am-8pm 7 days a week to offer support, to co-ordinate and direct to other services and any new volunteers would be welcome.

073.20) Apologies for absence

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

RESOLVED to accept apologies from Cllr Roper and Cllr Cousins, with potential to accept apologies from Cllr Crouch to be ratified by email.

ACTION: CLLR PL

074.20) Declarations of Interest

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

The following declarations of interest were received –

Cllr Taylor- Agenda item 7a payment Anthony Collins –

Cllr Taylor - Agenda Item 7f Connaught Hall Grant Application Donation Request

Cllr Tyrer- Agenda Item 11 Church Wall

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

Cllr Taylor declared a pecuniary interest in Agenda Item 15a Litigation case.

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

RESOLVED to let both Cllrs remain but to abstain from voting

075.20) 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.)

076.20a) Minutes of the Town Council meeting held on 5 October 2020

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

RESOLVED to accept the minutes of the meeting of the Town Council meeting held on 5 October 2020.

077.20b) Minutes of the Personnel Committee meeting held on the 21 October 2020 –

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

RESOLVED to accept the minutes of the meeting of the Personnel Committee meeting held on 21 October 2020.

ACTION: CEO

078.20) Planning Matters –

078.20a) Planning Applications –

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

RESOLVED to approve and accept the following recommendations already agreed and submitted prior to meeting: -

079.20b) Planning Correspondence –

i) S106 Monies Available – noted for information

080.20) Financial Matters

a) To authorise payments –

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

RESOLVED to accept and approve the following payment list dated 2 November 2020 Total £43,116.50 excluding payment to Anthony Collins for £18,619 + VAT, total £22,342.80

b) To agree direct debits –

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

RESOLVED to approve and accept the direct debit list dated November 2020 Total £ 24,824.77

c) To receive Income –

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

RESOLVED to approve and accept the income list for October 2020 Total £297,816.50

d) Petty Cash payments – Noted for information

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

f) Connaught Hall Grant Application donation of £250 –

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

RESOLVED to approve donation for £250

ACTION CEO:

g) Damage to church wall update –

Payment plan agreed with first party. Insurance company for second party confirmed indemnity had been granted in respect of this matter. Church wall is insured and a report will be issued within next two weeks

h) Cygnet Close Play Area Quotations –

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

RESOLVED we don't approve the progression of these quotes we seek urgent quotes for the barking of the area, once 3 quotes received we permit Cllrs to resolve these by email

ACTION: CLLRS

081.20) Correspondence

a) Remembrance Sunday, plans for Sunday including “Doorstep Remembrance –

Cllr Tyrer working on assumption Remembrance Day cancelled looking to do something but will conform to guidelines.

b) Openreach Agreement for works at land off Station Road –

On the motion of Cllr Leslie, seconded by Cllr Montague, it was **RESOLVED** to accept and approve

c) Attleborough Day Centre request for donation during second wave of Covid

Cllr Leslie requested Cllrs are emailed the amount of money left in Covid 19 Response Fund and to request Attleborough Day Centre complete a Grant Application form

d) Fire Fighters Charity letter of thank you – Noted for information

e) Grampian Site Fire – Cllr Leslie has made a request to Norfolk Constabulary for a meeting.

ACTION: CLLR PL

082.20) Project – Council Policies (cont.)

Amended Standing Orders (Oct 2020)

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

RESOLVED I feel we probably strike 18e from the Standing Orders, this is an amendment to acceptance with the ability to review on the new procurement system in January 2021

ACTION: ALL CLLRS

083.20) Move outstanding Community Led Projects back by one month

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

RESOLVED we reschedule the relative months spoken, Website & Social Media to December and Modernisation to January 2021 for the projects to report back to Council

ACTION: CLLRS LG/AW

084.20) Trip Incident at St Mary's Church –

During a discussion Cllr Tyrer stated any repairs would probably need a faculty approval from the diocese, a PCC meeting due to be held on Tuesday where he would bring to their attention and report back.

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

RESOLVED we get the framework in place with St Marys Church, we ask for the remedial work to happen as soon as possible but also we cordon the area off with immediate effect.

ACTION: CLLRS PL/ET

085.20) Councillor Vacancy –

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

RESOLVED we consider in New Year and seek to do this in a fair way

086.20) Any other items which the Chairman decides are urgent

- Cllr Leslie and Cllr Tyrer formulating a letter to Rosecroft school regarding drop off zone asking to meet with school
 - Old Library site made available to Town Council and could potentially become Town Council offices
- On the motion of Cllr Leslie, seconded by Cllr Bulmer, it was
- RESOLVED** to invite George Ridgway to December meeting
- Repair to John Deere contact Ernest Doe to clarify costs and email to Cllrs
 - Honey Fungus growing on felled tree in Queens Square, Grounds staff to look at how to treat this
 - Tree in Queens square car park has not been replaced, contact contractors as their responsibility.

ACTION: PL

087.20) Exclusion of Press and Public

On the motion of Cllr Leslie, seconded by Cllr Grave, 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.

As agreed earlier by Cllr Leslie Items 15b and 15C would be discussed first as Cllr Taylor had requested. Cllr Taylor declared her pecuniary interest in the Litigation Item 15a and would leave the meeting.

On the motion of Cllr Leslie, seconded by Cllr Dale, it was **RESOLVED** to extend meeting by 15 minutes

088.20) Update from Investigation Committee

a) Judicial Review

On the motion of Cllr Leslie, seconded by Cllr Westby, it was **RESOLVED** that we take the invoice back to Anthony Collins for further analysis

b) Investigation Report

c) Staffing Support

ACTION: PL/AW

Meeting closed at 9.20 pm

Notes of Residents' Questions

The Chairman read out questions, previously submitted and responded as below: -
Question 1

There is another payment relating to the court action against ATC, how much has this cost the town so far? Is there in reality any course of redress against the individuals to recover costs due their poor mismanagement / conduct?

A) This is an ongoing incurrence of costs, some have been listed in tonight's meeting, others done through previous solicitor, there will be a full report on this so far as we are able in the coming weeks on the Judicial Review and give explanations so far as legally possible as to what has happened.

Question 2

How many people do we employ for £12,964.15 per month? How many are part time? How many are full time. Our office is only open 14 hours a week! How is this value for money?

A) As part of the Personnel Committee Terms of Reference but also as part of a resolution we are currently doing a full staff review where as far as possible will be reported back on. We are aware of costs incurred to the Council through litigation and other means that we are wrestling to get control of and this links to our Modernisation project which Cllr Westby is heading up as we try to change the service level of the Council. We are trying our best to work as a Council to move forward and have a fresh view of what we need to do. At the appropriate time information will be divulged as appropriate.