



ATTLEBOROUGH TOWN COUNCIL

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

**You are summoned to the Meeting of
Attleborough Town Council
To be held on Monday, 11 January 2021 at 7.00pm**

THIS MEETING WILL BE HELD VIRTUALLY AND WILL BE STREAMED LIVE FOR THE PUBLIC TO VIEW VIA A LINK WHICH WILL BE AVAILABLE ON THE COUNCIL'S WEBSITE. THE LINK WILL BE ACTIVATED PRIOR TO THE START OF THE MEETING.

THIS MEETING IS IN LINE WITH THE LOCAL AUTHORITIES AND POLICE AND CRIME PANELS (CORONAVIRUS) (FLEXIBILITY OF LOCAL AUTHORITY AND POLICE AND CRIME PANEL MEETINGS) (ENGLAND AND WALES) REGULATIONS 2020

<http://www.legislation.gov.uk/uksi/2020/392/contents/made>

Clr Philip Leslie

5 January 2021

Attleborough Town Mayor

AGENDA

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

1) Mayor's Welcome

2) Apologies for absence

To receive and accept apologies for absence.

3) 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.

4) Public Participation

10 Mins

Members of the public may now participate in the meeting and speak in this item. The registration details will be available on the website. <https://attleboroughtc.org.uk/>

5a) Minutes of the Town Council meeting held on 7 December 2020

5 Mins

– for acceptance and approval

5b) Minutes of the Personnel Committee meeting held on 14 December 2020 –

for acceptance and approval

6) Planning Matters

5 Mins

- a) Planning Applications** – Applications agreed and responses made – for confirmation by members.

7) Financial Matters

15 Mins

- a) To authorise payments** – for acceptance and approval
b) To agree direct debits – for acceptance and approval
c) To receive Income – for acceptance and approval
d) Petty Cash payments – for information
e) Income & Expenditure Report November 2020 – for information

8) Precept Request for 2021/22

15 Mins

Members to resolve the precept request for 2021/22 - for resolution

9) Correspondence

10 Mins

- a) Residents proposal for Decoy Common, provide gate or style to improve access for dog walkers** – for consideration
b) Larry Gray's funfair annual visit request Tuesday 4 May – Monday 10 May 2021- for consideration and resolution.

10) Any other items which the Chairman decides are urgent

15 Mins

Any items for discussion only –
Coronavirus National Lockdown

11) Public Participation

10 Mins

Members of the public may now participate in the meeting and speak in this item. The registration details will be available on the website. <https://attleboroughtc.org.uk/>

12) Exclusion of Press and Public

To pass a resolution excluding 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

13) Update from Investigation Committee

20 Mins

- a) Investigation Report**
b) Judicial Review

MAXIMUM MEETING TIME TWO HOURS



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**Minutes of the Virtual meeting of the Attleborough Town Council
Held on Monday, 7 December 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 J Roper
In attendance – Anne Willett – CEO's Assistant (minute taker)

089.20) Mayor's Welcome

Cllr Leslie welcomed everyone and thanked Cllr Ellis for the fantastic Christmas lights around the Town. Information had been posted on the Council's website regarding Tier 2 and also wished everyone a Merry Christmas.

090.20) Apologies for absence

Cllr Busk – Unwell
Cllr Cousins - Personal

091.20) Declarations of Interest

a) To receive and consider declarations of interest in items below – None received
b) To receive and consider dispensations in respect of Disclosable Pecuniary Interests –
Cllr Taylor declared a pecuniary interest in Agenda Item 14a Judicial Review

092.20) 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.)

093.20a) Minutes of the Town Council meeting held on 2 November 2020

On the motion of Cllr Dale, seconded by Cllr Tyrer, it was **RESOLVED** to accept the minutes of the meeting of the Town Council meeting held on 2 November 2020.
ACTION: CEO

094.20) Planning Matters –

094.20a) Planning Applications –

On the motion of Cllr Tyrer, seconded by Cllr Westby, it was **RESOLVED** to approve and accept the following recommendations already agreed and submitted prior to meeting: -

095.20) Financial Matters

a) To authorise payments –

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

RESOLVED to accept and approve the following payment list dated 7 December 2020 Total £17,547.40

b) To agree direct debits –

On the motion of Cllr Montague, seconded by Cllr Loades, it was **RESOLVED** to approve and accept the direct debit list dated December 2020 Total £ 24,624.78

c) To receive Income –

On the motion of Cllr Montague, seconded by Cllr Roper, it was **RESOLVED** to approve and accept the income list for November 2020 Total £1,414.00

d) Petty Cash payments – Noted for information

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

ACTION: CEO

096.20) Correspondence

a) Residents proposal for Queens Road to reduce speed limit to 20mph until after Cyprus Road –

After consideration it was agreed to contact Norfolk County Council to make them aware of these things and discuss further strategies in the ANP as we go forward.

ACTION: PL/ET

097.20) Project – Website & Social Media

a) Website & Social Media - So far just made recommendations to improve website, to make more user friendly and accessible to all but there is still more to be done i.e. Community Hub.

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

RESOLVED On the production of a brief and mock ups that are agreeable to Council members we can get quotations and Lucan is authorised to do so.

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

RESOLVED We are extending the period for this project for the next two months.

ACTION: LG

As meeting running ahead of schedule Items 11 & 12 are moved up the agenda to accommodate George Ridgway's arrival for Item 10) at 8pm

098.20) Christmas Closing – Noted for information. It was confirmed the small entrance gate to the cemetery off Queens Square car park would remain open throughout the Christmas closing period.

099.20) Any other items which the Chairman decides are urgent

- Consultation proposed new solar farm – Land off Attleborough Road Good to promote green energy and more power into Town – support from the Council as a project but establish whether the power would go into local grid or straight into national grid
- Quotes for church footpath resurfacing
Cllr Westby to look at quotations to make sure like for like and the work is adequate
- Date of next Council meeting
On the motion of Cllr Leslie, seconded by Cllr Dale, it was **RESOLVED** to hold on Monday 11 January 2021
- Future ANP meetings
Starter meeting in January for various groups to go forward in the ANP

- Vaccine Rollout Volunteers
Cllr Bulmer will contact Doctors surgery
ACTION: CEO/AW/BB

100.20) Old Library site made available to Town Council for potential offices –

- George Ridgway, Attleborough Heritage gave some background information on finding new premises, the old Library site was considered and to protect the status it was decided to establish an Asset Community Value which was registered in 2019. In the summer 2020 Norfolk County Council plans changed for the site to become available June 2021, the open market would follow 6 months later, but there had already been considerable commercial interest. October 2020 it was suggested it would be suitable for Attleborough Town Council.
- After a discussion the Town Council agrees the site should be retained as a Community space and remain a Community asset, not necessarily for Town Council offices but there would be many local organisations that could use this as a valuable Community Hub. It was agreed to take this idea further.

101.20) Exclusion of Press and Public

On the motion of Cllr Leslie, seconded by Cllr Loades, 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 Item 14b would be discussed first as Cllr Taylor had requested.

102.20) Update from Investigation Committee

b) Investigation Report

Cllr Leslie gave an update to Councillors

Cllr Taylor declared her pecuniary interest in the Judicial Review Item 14a and left the meeting.

103.20) Judicial Review

On the motion of Cllr Leslie, seconded by Cllr Loades, it was **RESOLVED** to pay invoice for Anthony Collins by the end of this week
ACTION: PL

Meeting closed at 9.05pm

Notes of Residents' Questions

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

Question 1

Will the Public Participation that always took place towards the end of the meeting be reinstated?

A) This will be considered for the New Year.

Cllr Oliver was invited to give the following update

- Latest news from Norfolk County Council regarding the old Library site which is surplus to requirements and continues to be used as a book stack until June 2021
- There is currently a criminal investigation being conducted into Banham Poultry but no more details available.



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**Minutes of the Virtual meeting of the Personnel Committee
Held on Monday, 14 December 2020 at 7.00pm**

Present:

Cllr A Westby (Presiding)
Cllr P Leslie – Minute taker Cllr B Bulmer Cllr J Roper
Cllr V Dale

015.2020) Apologies for absence

To receive and consider apologies for absence – None received

016.2020) Declarations of Interest

a) To consider declarations of interest in respect of items below – None received
b) To receive any requests for dispensation of Disclosable Pecuniary Interest –
None received

017.2020) Minutes of meeting of the Personnel Committee held on 21 October 2020

On the motion of Cllr Dale, seconded by Cllr Roper, it was
RESOLVED to accept and approve the minutes of the meeting of Personnel Committee
meeting held on 21 October 2020.

018.2020) Exclusion of Press and Public

On the motion of Cllr Dale, seconded by Cllr Roper, 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.

019.2020) Complaints Report –

On the motion of Cllr Leslie, seconded by Cllr Dale, it was unanimously
RESOLVED that in response to three upheld complaints the town council would consider
taking disciplinary action against the CEO/Clerk Gina Lopes in relation to gross
misconduct offences.

020.2020) Investigation Report

On the motion of Cllr Westby, seconded by Cllr Bulmer, it was
RESOLVED to extend the meeting by 30 minutes.

On the motion of Cllr Leslie, seconded by Cllr Westby, it was unanimously
RESOLVED that in response to the investigation reports the town council would consider
taking disciplinary action against the CEO/Clerk Gina Lopes in relation to gross
misconduct offences.

Meeting closed at 8:30pm

Planning Applications received to-date

3PL/2020/1460/HOU – Attleborough: The Cottage White Horse Lane, Attleborough – Single storey rear extension to create a hallway, w/c and dining area – No objections.

3PL/2020/0780/F – Land at Chalk Lane – The construction of an agricultural feed mill (Use Class B2) with ancillary offices and welfare facilities, creation of a new vehicular access and associated infrastructure including silos; engineering; landscaping; and ground works – this is an Environmental Impact Assessment Development. – No objections