



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, 12 April 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/ukxi/2020/392/contents/made>

Cllr Philip Leslie

6 April 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) Councillors Co-Option Two Vacancies – for consideration and resolution **30 Mins**

4) 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.

5) 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/>

6a) Minutes of the Town Council meeting held on 1 March 2021

5 Mins

– for acceptance and approval

- 7) Planning Matters** **5 Mins**
a) **Planning Applications** – Applications agreed and responses made – for confirmation by members.
- 8) Financial Matters** **20 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 February 2021** – for information
f) **NARS Grant Application** – for consideration and resolution
g) **Club 99 Attleborough Summer Play Scheme Grant Application** – for consideration and resolution
h) **Wymondham & Attleborough Talking Newspaper Grant Application** – For consideration and resolution
i) **Appointment of Internal auditor** - for consideration and resolution
j) **Norfolk Parish Training and Support** – for ratification
k) **Fun Fest Team Firework Display 31st October 2021 Use of Recreation Ground & request for financial support of £2,000** - for consideration and resolution
- 9) Correspondence**
a) **Russells International Circus request to visit Recreation Ground** **15 Mins**
– for consideration and resolution
b) **Tracy Turner request to use Town Hall FOC** – for consideration and resolution
c) **Attleborough Heritage Group Use of Town Hall** – for consideration and resolution
d) **Concern Regarding Car Parking Rosecroft School** - for consideration & resolution
e) **St John Ambulance, Celebrate the work volunteers have done during Covid** – for consideration and resolution
- 10a) Taylor Wimpey Allotment Tenancy Agreement** - **10 Mins**
for acceptance and resolution
b) **Tennis Court Proposal** – for consideration and resolution
- 11) VE Day** – for information **5 Mins**
- 12) Any other items which the Chairman decides are urgent** **10 Mins**
Any items for discussion only –
- 13) 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/>
- 14) Date for Annual Meeting** - for discussion and resolution **5 Mins**

MAXIMUM MEETING TIME TWO HOURS

Dear Sirs,

I am writing to express an interest in the above vacancy.

I have lived in Attleborough for the last 33 years and both my grown up children went to school in Attleborough. I have seen the town change and expand over the years, not always for the good of the residents. I would like to be involved as I love the town and would like to give something back.

My background is in finance and I ran the financial services side of a large Norwich accountancy practice for 10 years. In 2008 I took a leap of faith and became an NHS GP practice manager and have managed various practices since then. The COVID pandemic has made primary care change its way of working overnight, so I am used to dealing with stressful situations. I am also lead practice manager for the primary care network in Mid-Norfolk.

I hope I could bring my experience of dealing with people, finance, working under extreme pressure and sense of humour to the council. I have never worked in this arena before, but I am a director of South Norfolk Healthcare which is a community interest company supporting the local health economy, so have dealt with difficult situations before.

I look forward to hearing from you in due course.

Sue Marsh

FAO Attleborough Town Council

I wish to put myself forward for the vacant position of Town Councillor with Attleborough Town Council. Over the last year I have become extremely interested in the work of the council and have followed with interest the improvements and developments of ATC. I get a real sense that the council is heading in the right direction, serving the residents of Attleborough, and I would like to help contribute to that improvement.

I have lived in Attleborough for 20 years, with my wife and two sons, and currently work as an Assistant Principal in a large primary school in Suffolk. I was previously a headteacher for 8 years, so have extensive experience of leading teams and working with a diverse group of stakeholders. I have experience of being a school governor, including the former Attleborough Infant & Junior schools. Between 1995 and 2010, I worked as a Special Constable with Norfolk Constabulary, working across Attleborough and Thetford. In my spare time, I have an interest in amateur theatre and have directed shows with Attleborough Players and Thetford Players, including the 2020 Thetford panto, Beauty & the Beast.

I have worked across the education sector for over 25 years, with the last 15 years in leadership positions. From this work I have a wealth of experience in managing change, leading teams and project management. As an Attleborough resident, I would be honoured to work with the newly invigorated council to help drive positive change for Attleborough. I have followed with great interest the way in which the council is working to bring the town together and would relish the opportunity to become part of that.

Yours faithfully
Andrew Smith



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Minutes of the Virtual meeting of the Attleborough Town Council Held on Monday, 1 March 2021 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	Cllr A Busk	
Cllr B Cousins (arr. 7.40)			

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

132.21) Mayor's Welcome – Cllr Leslie said he appreciated the support from the local community particularly those who were participating in the vaccine programme. As things continued to progress it may well be possible to have meetings once again in the Town Hall.

133.21) Apologies for absence -
Cllr Crouch – Unwell

134.21) Councillor Co-Option –

It was confirmed that three applications had been received for the existing vacancy for Town Councillor.

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

RESOLVED by a majority to co-opt Mr Joshua Francis as Town Councillor, a Declaration of Acceptance Office form would be emailed for signature. Cllr Francis then took his seat with the members for the remainder of the meeting.

ACTION: CEO

135.21) Declarations of Interest

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

Cllr Ellis & Cllr Taylor - Item 8a Christmas Lights.

Cllr Taylor - Item 9 Budget Christmas Lights

Cllr Tyrer – Item 8a Planning Application

Cllr Bulmer – Item 8g AttCare Volunteer

Cllr Grave & Cllr Taylor – Item 10b Attleborough Bloomers

Cllr Busk – Item 8a Patient travel

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

Cllr Taylor declared a pecuniary interest in Agenda Item 15b Judicial Review

136.21a) Minutes of the Town Council meeting held on 1 February 2021

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

RESOLVED to accept the minutes of the meeting of the Town Council meeting held on 1 February 2021.

ACTION: CEO

137.21) Public Participation - Resident's Questions

None received

138.21) Planning Matters –

138.21a) Planning Applications –

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

139.21) Financial Matters

a) To authorise payments –

On the motion of Cllr Bulmer, seconded by Cllr Loades, it was **RESOLVED** to accept and approve the following payment list dated 1 March 2021
Total £7,308.88

b) To agree direct debits –

On the motion of Cllr Westby, seconded by Cllr Dale, it was **RESOLVED** to approve and accept the direct debit list dated March 2021
Total £ 19,239.49

c) To receive Income –

On the motion of Cllr Montague, seconded by Cllr Cousins, it was **RESOLVED** to approve and accept the income list for February 2021
Total £11,099.28

d) Petty Cash payments – Noted for information

e) Income & Expenditure Report January 2021 – Noted for information

f) Appointment of Internal Auditor – Deferred to next meeting

g) ATTCARE Grant Application –

On the motion of Cllr Leslie, seconded by Cllr Westby, it was **RESOLVED** Acceptance of recommendations A and B of the ATTCARE proposal

140.21) Budget 2021/22

a) Draft budget 2021/22 –

After a short discussion which included the possibility to ring fence funds for projects such as a new skate park and also link project list with ANP

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

RESOLVED to accept and approve the budget 2021/22

ACTION: CEO

141.21a) Taylor Wimpey Transfer of Allotment / Public Open Space Area

There was a discussion regarding new tennis court, may link into LTA, as well as the possibility of a local voluntary Tennis/Sports Club taking on responsibility to manage but allow Community to use FOC

141.21b) Allotments – Queens Road & Grosvenor Park, London Rd -

To re-allocate existing allotments from Queens Road to Grosvenor Park to free up cemetery space would not be a legally viable option. A new tenancy agreement to be produced before the release of allotment plots at Grosvenor Park and to secure an alternative plot of land for a community green site.

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

RESOLVED to accept the 4 allotment recommendations from Cllr Taylor and by next month produce a tenancy agreement ready for approval.

ACTION: TT

142.21) Proposal to ATC from AHG concerning Town Archive Building-

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

RESOLVED to accept the proposal concerning Town Archive building and include access to Town Hall facilities

ACTION: CEO

143.21) Any other items which the Chairman decides are urgent

- Update on Skate Park – to be carried out by contractor and repaired FOC
- The solicitor has confirmed the insurers for the second incident to the church wall have agreed to pay £4,635

144.21) Public Participation

None received

145.21) 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.

Member of staff left meeting

146.21) Update from Investigation Committee

a) Investigation Report

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

RESOLVED to dissolve the Investigation Committee with immediate effect.

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

RESOLVED to remove the exclusion of press and public as a standard agenda item from full council meetings.

This will now only be included if absolutely necessary.

Cllr Taylor declared her pecuniary interest in the Judicial Review Item 15b and left the meeting.

b) Judicial Review

Cllr Leslie gave an update

Meeting closed at 8:54pm

Planning Applications received to-date.

3PL/2021/0279/F – ATTLEBOROUGH: Land to The North of 2 Edenside Drive, Attleborough – Erection of bungalow – Trying to cram a building into a small space, feel its overdevelopment, referred to as a bungalow but on plan has stairs which appear to go up to a master bedroom and en suite. Parking for 2 cars questionable, plans show the windows on the side will be facing wall/boundaries.

3PL/2021/0266/F - ATTLEBOROUGH: Land off Deopham Road Attleborough – Change of Use of a fenced pasture area to a secure dog exercise paddock, parking and fencing for use by members of the public on a booking system – No objections

3PL/2021/0236/F – OLD BUCKENHAM: Land off Attleborough Road Old Buckenham Norfolk - Ground mounted solar photovoltaic (PV) farm along with continued agricultural use, ancillary infrastructure and security fencing, landscaping provision, ecological enhancements and associated works. – No objections

3PL/2021/0306/HOU – ATTLEBOROUGH: Catkin Slough Lane, Attleborough – Proposed attached annexe, inclusive of existing workshop, for family member (Re-Submission) – 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 - With the amount of resident's objections we feel we would like to agree, reinforce and support our residents and their comments. **AMENDMENT: Submission of Environmental Statement appendices 6.1, 6.2 & 6.3 together with updated ES Chapter 7 & Appendix 7.1** – Additional comments - regarding recent information received, support resident's valid concerns. The photo montage does suggest the development is out of proportion. Current design is rather poor, there is a form of development style which this proposal does not really mirror. There should be a certain amount of design imagination to lessen the brutalism of the impact even "boxing" the plant would be some improvement. If the design remains as illustrated, it should be strongly challenged because of the detrimental visual impact to its location on an elevated area. The Visual Assessment should have highlighted this

3PL/2021/0263/F – ATTLEBOROUGH: Town Hall Queens Square, Attleborough – Continued temporary use of a storage container – No objections

3PL/2021/0290/F – ATTLEBOROUGH: Land Adjacent to West Carr Road – Erection of dwelling & change of use of land to the rear to garden land – No objections

3PL/2021/0296/HOU – ATTLEBOROUGH: 19 Mortimer Close, Attleborough – Replace existing conservatory with new proposed single – storey rear extension. – No objections

3PL/2021/0352/VAR – ATTLEBOROUGH: 88 Ollands Road Attleborough – Variation of Condition No's 2 & 3 on 3PL/2020/0910/HOU- Change of external wall finish- No objections.

3PL/2021/0377/F – ATTLEBOROUGH: land at 42 & 44 New North Road, Attleborough – Erection of single storey dwelling and garage – No objections