



## ATTLEBOROUGH TOWN COUNCIL

Town Hall, Queens Square, Attleborough, Norfolk, NR17 2AF  
Tel: 01953 456194 – Email: [enquiries@attleboroughtc.org.uk](mailto:enquiries@attleboroughtc.org.uk)

### **You are summoned to the Meeting of Attleborough Town Council To be held on Monday 2<sup>nd</sup> August 2021 at 7.00pm**

This meeting will be held at the Town Hall and live streamed via YouTube  
(the YouTube link will be posted on [www.attleboroughtc.org.uk](http://www.attleboroughtc.org.uk))  
Due to coronavirus, there will be a limited capacity for public attendance

Cllr Philip Leslie  
27<sup>th</sup> July 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 Mayors Welcome**

### **2 Apologies for Absence**

To receive and accept apologies for absence.

### **3 Parish Poll Results – For discussion and consideration**

### **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 Minutes)**

### **6 Minutes of the Town Council meeting held on 5<sup>th</sup> July 2021**

For acceptance and approval.

## **7 Planning Matters**

- a) **Planning Applications** (Applications agreed and responses made) – for confirmation by members
- b) **Planning Applications** (Not due yet)
  - 3PL/2021/1063/HOU – ATTLEBOROUGH: 40 Cedar Drive Attleborough – Single storey side extension to dwelling
  - 3PL/2021/0825/F – ATTLEBOROUGH: 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
  - 3OB/2021/0034/OB – ATTLEBOROUGH: Former Grampian Food Site Buckenham Road - Application to modify the planning obligation 3PL/2015/0546/O Removal of the financial contribution noted in Schedule 2 accounting towards 15% of Affordable Housing Provision
  - 3/PL/2021/1068/F – ATTLEBOROUGH: Still Waters Long Street – Replacement Dwelling & new garage
- c) 3CM/2021/0013/CM – ATTLEBOROUGH: Anglian Demolition & Asbestos Anglian Business Centre West Carr Road – for discussion and response

## **8 Councillor Reports**

Town, District and County Councillors can give a brief report on relevant information.

## **9 Financial Matters**

- 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

## **10 Correspondence**

- a) Cllr Lane proposal to use Town Hall for Book Sale - for consideration
- b) Town Trails – for consideration
- c) Queens Square & the Community - for consideration
- d) Platinum Jubilee Celebrations 2022 - for consideration
- e) Resident concerns regarding health & Safety issues – for consideration
- f) 1<sup>st</sup> Attleborough Scout Group to plant trees for Queen's Canopy – Councillors to consider locations
- g) Tennis Court proposal – for consideration

## **11 Any Other Items which the Chairman decides are urgent**

Items for discussion only

## **12 Public Participation (10 Minutes)**

Expected Meeting Length is 2 Hours

# DECLARATION OF RESULT OF POLL

## Breckland Council

### Poll consequent on a Parish Meeting for the Parish of Attleborough on Tuesday 20<sup>th</sup> July 2021

I, Rory Ringer, being the Deputy Returning Officer at the above parish poll, do hereby give notice of the number of votes recorded at the said parish poll.

The first Question that has been put to the electors is as follows:

***"Should all serving town councillors of Attleborough Town Council immediately resign to allow for new elections of Attleborough Town Council?"***

The number of votes recorded was as follows:

Votes	Number of Votes
YES	58
NO	7

The second Question that has been put to the electors is as follows:

***"Should there be an investigation into whether or not Attleborough Town Council is following its rules and procedures?"***

The number of votes recorded was as follows:

Votes	Number of Votes
YES	48
NO	15

The number of ballot papers rejected was as follows:		Number of ballot papers
A	want of official mark	
B	voting for and against the same question	
C	writing or mark by which voter could be identified	
D	unmarked or void for uncertainty	
E	rejected in part	2
Total		

and I declare that the proposal to which the first question relates has/has not been carried, and the proposal to which the second question relates has/has not been carried

Electorate: 9361

Ballot Papers Issued: 65

Turnout: 0.69%

Dated Tuesday, 20<sup>th</sup> July 2021

Rory Ringer  
Deputy Returning Officer

6)



# **ATTLEBOROUGH TOWN COUNCIL**

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

## **Minutes of the meeting of the Attleborough Town Council Held on Monday, 5<sup>th</sup> July 2021 at 7.00 pm Held at the Town Hall, Queens square.**

### **Present:**

		Cllr P Leslie - presiding	
Cllr J Ellis	Cllr V Dale	Cllr L Grave	Cllr B Cousins
Cllr T Taylor	Cllr E Tyrer	Cllr A Westby	Cllr J Francis
Cllr S Marsh	Cllr A Smith	Cllr K Montague	Cllr A Busk
Cllr T Crouch		Public x 4	

In attendance – Anne Willett – Clerks Assistant (minute taker)

**029.21) Mayors Welcome** – Cllr Leslie welcomed everyone and thanked those taking the time to view.

**030.21) Apologies for absence** - None received

### **031.21) Councillor Co-Option Vacancy** –

The candidate presented her application for the existing Town Councillor vacancy. On the motion of Cllr Marsh, seconded by Cllr Tyrer, it was **RESOLVED** by a majority to co-opt Miss Deborah Lane as Town Councillor, a Declaration of Acceptance Office form would be emailed for signature. Cllr Lane then took her seat with the members for the remainder of the meeting.

**ACTION: CEO**

**032.21) Parish Poll to be held on Tuesday 20th July 2021 at the Town Hall** – Breckland will be publicising and notices will be published on our website and notice boards.

### **033.21) Declarations of Interest**

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

Cllr Leslie – Item 9a - Director of Eastern Attachments

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

### **034.21) Public Participation - 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.) -

### **035.21a) Minutes of the Town Council meeting held on 7<sup>th</sup> June 2021**

On the motion of Cllr Dale, seconded by Cllr Francis, it was **RESOLVED** to accept the minutes of the meeting of the Town Council meeting held 7<sup>th</sup> June 2021.

**036.21) Planning Matters –**

**a) 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.

Cllr Leslie left the meeting for Item 9a and then returned

**037.21) Financial Matters**

**a) To authorise payments –**

On the motion of Cllr Westby, seconded by Cllr Dale, it was **RESOLVED** to accept and approve the following payment list dated 5 July 2021 Total £6,075.90

Cllr Crouch left the meeting at 7.40pm

**b) To agree direct debits –**

On the motion of Cllr Cousins, seconded by Cllr Ellis, it was **RESOLVED** to approve and accept the direct debit list dated July 2021 Total £20,381.33

**c) To receive income –**

On the motion of Cllr Montague, seconded by Cllr Grave, it was **RESOLVED** to approve and accept the income list for June 2021 Total £4,436.82

**d) Petty Cash payments –** Noted for information

**e) Income & Expenditure Report June 2021 –** Noted for information

**f) Procurement of Battery Hand Tools Proposal –**

On the motion of Cllr Dale, seconded by Cllr Westby, it was **RESOLVED** to accept and approve Dealer A £6,560 + VAT as per the recommendation  
**ACTION CEO:**

**038.21) Correspondence**

**a) 1<sup>st</sup> Attleborough Scout Group request to plant trees for Queen's Canopy –**

On the motion of Cllr Leslie, seconded by Cllr Cousins, it was **RESOLVED** to meet with Scout group and in principal agree but the location of the trees to be decided

**b) Pride Home Care Open Day request to use Queens Square**

As the event had already been advertised concerns were discussed that due process had not been followed and could be seen as pre-determined.

On the motion of Cllr Taylor, seconded by Cllr Cousins, an amendment was suggested to the proposal to fully support but request a change of date, a vote was taken but not carried.

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

**RESOLVED** – proposal stands to approve the use of Queens Square on 31<sup>st</sup> July 2021 for open day but all health & safety in place for BBQ, also risk assessment and public liability insurance.

**c) Tracy Turner Kalidoscope fund raising fete request to use Queens Square –** On the

motion of Cllr Taylor, seconded by Cllr Dale, it was

**RESOLVED** - to accept and approve to use Queens Square for Kalidoscope fete

**ACTION CEO:**

**039.21) Any other items which the Chairman decides are urgent**

No other items

**040.21) Public Participation (10 Minutes)**

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

Meeting closed at 8.30 pm

## **Public Participation 1<sup>st</sup> Section**

### Question

- Resident raised concerns regarding the delay in restarting the Community Car Scheme after being suspended due to Covid 19. This was causing concern to the residents who need to use this service.
- Cllr Leslie had understood the service had restarted from 21<sup>st</sup> June 2021 and if this wasn't the case he would prioritise this and get the Community Car Scheme up and running as soon as possible.

### Question

- Resident enquired about a newsletter being produced
- Cllr Leslie stated we are looking at producing quarterly bulletins in print and online

### Question

- Resident queried is Town Council back in building & would Parish Poll take place if restrictions continue
- Cllr Leslie replied only in building for restricted meetings until 19<sup>th</sup> July and then back if lifted. Parish Poll proviso if restrictions continue it would be suspended.

### Question

- Resident queried list of Cllrs on website doesn't have committees attached to direct an inquiry to.  
What is provided by Council for young people, there needs to be an affordable range of indoor & outdoor activities.
- A new website will have committee structures. Provision for Youth will be addressed by ANP Committee. Sub group of Sports Committee are going to issue a survey to provide information regarding facilities available.

### Question

- Meeting dates on website not current. What is happening to M & Co car parking.
- Cllr Leslie stated Breckland Council are investigating but not much progress made.

## **Public Participation 2<sup>nd</sup> Section**

### Question

- Resident asked what the ANP was going to provide for older people.
- There is awareness to provide for all age groups and there will be open spaces where you will be able to sit and enjoy quiet time away from younger generation.

### Question

- Resident commented on Judicial Review and was uncomfortable some people not standing up and doing the right thing.
- This had been suggested but wasn't acted on.

7a)

**Planning Applications received to-date**

**3PL/2021/0991/HOU – ATTLEBOROUGH: 41 Hargham Road** – Demolition of existing conservatory/outbuilding & erection of a two-storey rear extension & extension to existing garage – No objections

**3PL/2021/0985/F – ATTLEBOROUGH: Woodlands Farm West Carr Road** – Proposed Dwellings (2no) with garages & associated parking – No objections

**3PL/2021/0986/HOU – BESTHORPE: The Old Hall Burgh Common** – Proposed demolition of redundant/derelict outbuildings & proposed re-build outbuildings to form carport, sunroom & gym space – No objections

**3PL/2021/1010/O – ATTLEBOROUGH: Charolais Cottage Poplar Road**  
- Demolition of existing garage outbuildings. Erection of three new dwellings & garages. – No objections

**3PL/2021/1013/HOU – ATTLEBOROUGH: Lindisfarne 110 Besthorpe Road Attleborough** – Proposed Open Bay Cart Lodge Extension to Existing Garage – No objections

**3PL/2021/1019/VAR – ATTLEBOROUGH: 15 Maurice Gaymer Road Attleborough** – Variation of Condition No2 on 3PL/2002/1311/F – amended floor plan & roof alterations – No objections

**3PL/2021/1041/D – ATTLEBOROUGH: Land to south west of Ellingham Road**  
- Approval of Reserved Matters following outline permission 3PL/2018/0791/O – Erection of 12 dwellings & garages – No objections



Anne Willett

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7b)

**From:** planning@breckland.gov.uk  
**Sent:** 20 July 2021 11:04  
**To:** Attleborough Enquiries  
**Subject:** Planning Consultation PC 3PL/2021/1063/HOU

**CONSULTATION - HOUSEHOLDER**

**REFERENCE:** 3PL/2021/1063/HOU  
**PROPOSAL:** Single Storey side extension to dwelling.  
**LOCATION:** ATTLEBOROUGH: 40 Cedar Drive  
**APPLICANT:** Mr & Mrs Oliver Howes

I am writing to advise you that I have received an application for the above proposal and would welcome any observations you may wish to make. [Click here to view the application documents](#)

To help us provide a more efficient service, please [Register your comments here](#)

**PLEASE NOTE:** During the Covid-19 crisis we will not be able to accept any postal representations on planning applications. All representations must be made either online on the Breckland website at:

<https://www.breckland.gov.uk/planning> or by email to [planning@breckland.gov.uk](mailto:planning@breckland.gov.uk)

Any comments that the Town/Parish Council may wish to make should be received by **10th August 2021**. If you require any further assistance, please contact the Technical Support Team on 01362 656870.

Should the application require determination by the Planning Committee, a representative of the Town/Parish Council may speak at the meeting if your members consider it necessary.

Note: As this is a Householder Application, in the event of an appeal against a refusal of planning permission, which is to be dealt with on the basis of representations in writing, any representations made about this application will be sent to the Secretary of State, and there will be no further opportunity for you to comment at appeal stage

[B]Please note - When receiving the planning application consultation email, please remove the live link (in blue) before replying or forwarding the email to a third party. This link gives anyone you forward it to the ability to submit comments on behalf of your Parish Council. The live link has the Parish Council's details embedded into it, and must remain in your control only.[]

**Anne Willett**

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**From:** planning@breckland.gov.uk  
**Sent:** 20 July 2021 16:34  
**To:** Attleborough Enquiries  
**Subject:** Planning Consultation PC 3PL/2021/0825/F

**CONSULTATION - FULL**

**REFERENCE:** 3PL/2021/0825/F

**PROPOSAL:** 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.

**LOCATION:** ATTLEBOROUGH: Deopham Road Attleborough

**APPLICANT:** Mrs Kerry Buck

I am writing to advise you that I have received an application for the above proposal and would welcome any observations you may wish to make. [Click here to view the application documents](#)

To help us provide a more efficient service, please [Register your comments here](#)

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**Anne Willett**

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**From:** planning@breckland.gov.uk  
**Sent:** 22 July 2021 09:19  
**To:** Attleborough Enquiries  
**Subject:** OB Consultation Letter

**NOTIFICATION OF APPLICATION**

**APPLICATION TO MODIFY OR DISCHARGE A PLANNING OBLIGATION**

**REFERENCE:** 3OB/2021/0034/OB

**PROPOSAL:** Application to modify the planning obligation on 3PL/2015/0546/O  
Removal of the financial contribution noted in Schedule 2  
accounting towards 15% of Affordable Housing provision.

**LOCATION:** ATTLEBOROUGH: Former Grampian Food Site Buckenham Road

**APPLICANT:** Matthew Homes Limited

The above application was accepted on **19th July 2021**.

Please note that this is not a normal planning application, but is an application to modify or discharge a legal agreement relating to a planning permission.

I would welcome any observation you may wish to make by **12th August 2021**.

You can view the application details by clicking on the link below.

[Click here to view the application or leave your comments](#)

Should you have any queries about this application, please telephone Business Support on 01362 656870

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**Anne Willett**

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**From:** planning@breckland.gov.uk  
**Sent:** 26 July 2021 13:34  
**To:** Attleborough Enquiries  
**Subject:** Planning Consultation PC 3PL/2021/1068/F

**CONSULTATION - FULL**

**REFERENCE:** 3PL/2021/1068/F  
**PROPOSAL:** Replacement Dwelling and new garage  
**LOCATION:** ATTLEBOROUGH: Still Waters Long Street  
**APPLICANT:** Mr and Mrs R and E Croft

I am writing to advise you that I have received an application for the above proposal and would welcome any observations you may wish to make. [Click here to view the application documents](#)

To help us provide a more efficient service, please [Register your comments here](#)

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<https://www.breckland.gov.uk/planning> or by email to [planning@breckland.gov.uk](mailto:planning@breckland.gov.uk)

Any comments that the Town/Parish Council may wish to make should be received by **16th August 2021**. If you require any further assistance, please contact the Technical Support Team on 01362 656870.

Should the application require determination by the Planning Committee, a representative of the Town/Parish Council may speak at the meeting if your members consider it necessary.

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**Email disclaimer:**

**From:** planning@breckland.gov.uk  
**Sent:** 26 July 2021 14:19  
**To:** Attleborough Enquiries  
**Subject:** County Matters Consultation Letter

**CONSULTATION - COUNTY MATTER**

**REFERENCE:** 3CM/2021/0013/CM

**PROPOSAL:** Your Ref FUL/2020/0043 Continuation of Existing Commercial Waste Recycling facility for construction demolition and excavation waste(including Asbestos)and a change of use on the adjacent site from Fuel Storage depot to an additional extended working area for the recycling of metals

**LOCATION:** ATTLEBOROUGH: Anglian Demolition & Asbestos Anglian Business Centre West Carr Road Attleborough

**APPLICANT:** Norfolk County Council

You should have been consulted by Norfolk County Council on this application, however, should you wish to copy your reply to us, your comments would be most welcome.

Please use the same date as set by the Norfolk County Council for your response to us.

I trust this is of assistance.

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Community and Environmental  
Services Department  
Planning Services Floor 6  
County Hall  
Martineau Lane  
Norwich  
NR1 2SG

Ms G Lopes  
Attleborough Town Council  
Town Hall  
Queens Square  
Attleborough  
Norfolk  
NR17 2AF

NCC general enquiries: 0344 800 8020  
Text relay no: 18001 0344 800 8020

Your Ref:  
Date: 26 July 2021

My Ref: FUL/2020/0043  
Tel No.: 01603 223077  
Email: [MaWP@norfolk.gov.uk](mailto:MaWP@norfolk.gov.uk)

Dear Sir/Madam

**Attleborough: Anglian Business Centre, West Carr Road, Attleborough, NR17 1AN  
: Continuation of existing commercial waste recycling facility for construction,  
demolition and excavation waste, and a change of use on the adjacent site from fuel  
storage depot to an additional extended working area for the recycling of metals,  
construction, demolition and excavation waste: Anglian Demolition & Asbestos Ltd  
Grid Ref: 603225294906**

With regard to the recent email sent on 14 July 2021, the proposal wording should have read as above, instead of:

"Continuation of existing commercial waste recycling facility for construction, demolition and excavation waste (including asbestos), and a change of use on the adjacent site from fuel storage depot to an additional extended working area for the recycling of metals: Anglian Demolition & Asbestos Ltd"

Apologies if any inconvenience was caused.

If you have any queries, please do not hesitate to contact the case officer, Lee Youngs on Norwich 01603 223077.

A handwritten signature in black ink, appearing to read "Nick Johnson".

Nick Johnson  
Head of Planning

9 a)

PAYMENTS 2 AUGUST 2021						
PAID TO	DESCRIPTION	SERVICE	NET	VAT	TOTAL	BACS/CHK NO
ARROWCLEAN	WINDOW CLEAN JULY	TH	£ 45.00	£ -	£ 45.00	BACS
ABACUS	REPLACE TRACTOR SHED DOOR CONTACT	OPENSACES	£ 65.50	£ 13.10	£ 78.60	BACS
BRECKLAND COUNCIL	PREMISE LICENCE ANNUAL FEE	TH	£ 180.00	£ -	£ 180.00	BACS
BRECKLAND TYRES	PUNCTURE REPAIR, TYRE, INNER TUBE	OPENSACES	£ 99.45	£ 19.89	£ 119.34	BACS
COOLERAID	WATER	OPENSACES	£ 24.66	£ 4.93	£ 29.59	BACS
ERNEST DOE	FORTFLEX JACKET, WORK BOOTS X 3	OPENSACES	£ 168.75	£ 33.75	£ 202.50	BACS
DOLPHIN DOUBLE GLAZED	REPLACEMENT WINDOW ST MARY'S CHURCH	OPENSACES	£ 116.67	£ 23.33	£ 140.00	BACS
EVANS	SKIP HIRE	OPENSACES	£ 116.67	£ 23.33	£ 140.00	BACS
GD TRANSPORT	VOLUNTARY TRANSPORT SERVICE	ADMIN	£ 144.00	£ -	£ 144.00	BACS
LONGWATER GRAVEL	CEMENT BALLAST	OPENSACES	£ 71.40	£ 14.28	£ 85.68	BACS
MICHLMAYR	ANNUAL SERVICE ST MARYS CHURCH CLO	OPENSACES	£ 180.00	£ 36.00	£ 216.00	BACS
MICROSHADE	HOSTED APPLICATION SERVICE	ADMIN	£ 418.70	£ 83.74	£ 502.44	BACS
MR OVERALLS LTD	WORK CLOTHES GROUNDS STAFF	OPENSACES	£ 555.40	£ 111.08	£ 666.48	BACS
NETCENTRAL	ICT SUPPORT + ZOOM	ADMIN	£ 155.97	£ 31.19	£ 187.16	BACS
NORFOLK TRAILERS	HANDLE	OPENSACES	£ 17.80	£ 3.56	£ 21.36	BACS
NUTS N BOLTS	SPRAY LANCE, CUTTING DISK	OPENSACES	£ 31.64	£ 6.33	£ 37.97	BACS
UK SAFETY	FIXED WIRE CIRCUIT TESTING	TH	£ 784.00	£ 156.80	£ 940.80	BACS
ROSPA PLAY SAFETY	ANNUAL INSPECTIONS	OPENSACES	£ 514.50	£ 102.90	£ 617.40	BACS
TELESHORE	SPEED BRACE X 4	OPENSACES	£ 222.00	£ 44.40	£ 266.40	BACS
THURLOW NUNN	TROUSERS, FILTER, AIR BLOW GUNN, SAFE	OPENSACES	£ 98.25	£ 19.65	£ 117.90	BACS
M VICKERY	REFUND ALLOTMENT RENT + BOND	OPENSACES	£ 187.00	£ -	£ 187.00	BACS
VIKING	TEA, COFFEE, DESCALER	TH	£ 78.96	£ 0.60	£ 79.56	BACS
VIKING	HAND WIPES, SANITISER, TOILET ROLLS	TH	£ 93.89	£ 18.78	£ 112.67	BACS
VIKING	USB 32GB X 3, USB FLASH DRIVE	ADMIN	£ 35.98	£ 7.20	£ 43.18	BACS
THE POST OFFICE	TRANSIT VAN ROAD TAX	OPENSACES	£ 275.00	£ -	£ 275.00	CHK 000082
PETTY CASH	CASH TOP UP	ADMIN	£ 70.19	£ -	£ 70.19	CHK 000083
			£ 4,751.38	£ 754.84	£ 5,506.22	

96)

DD AUGUST  
2021

Name	Description	Service	Bill Freq	Net	Vat	Total
British Gas	Electricity	Chapel	Quarterly	£ 52.51	£ 2.61	£ 55.12
Vodafone	mobiles	Admin	Monthly	£ 123.88	£ 24.79	£148.67
Bank Charges	Barclays	TH	Monthly		£ -	
Bank Charges	Lloyds	TH	Monthly	£ 17.41	£ -	£17.41
Viridor	collection	Rec	Monthly	£ 152.90	£ 30.58	£183.48
Viridor	collection	TH	Monthly	£ 201.25	£ 40.25	£241.50
Anglian Water	Water	Public Toilets	Quarterly		£ -	
Anglian Water	Water	TH	Quarterly		£ -	
Anglian Water	Water	Pavilion Nursery	Quarterly			
Anglian Water	Water	Chapel Road	Quarterly		£ -	
Anglian Water	Water	Cemetery	Quarterly		£ -	
Breckland Council	Rates	TH	Monthly	£ 1,235.25	£ -	£1,235.25
Breckland Council	Rates	Cemetery	Monthly	£ 84.82	£ -	£84.82
BT	Telephones	TH	Quarterly	£ 585.30	£ 117.06	£702.36
Total Gas & Power	Electricity	Public Toilets	Quarterly	£ 495.20	£ 24.77	£519.97
British Gas	Park	OS	Quarterly	£ 77.04	£ 3.85	£80.89
Total Gas & Power	Gas	TH	Quarterly			
Total Gas & Power	Electricity	TH	Quarterly	£ 580.09	£ 29.02	£609.11
Siemens	Photocopier	TH	Quarterly			
Phs	disposal	TH	Annually			
Fuel Genie	Feb/March	OS	Monthly	£ 208.22	£ 41.64	£249.86
						<b>£4,128.44</b>
HMRC Tax/Nic	BACS		Monthly	£ 4,281.95	£ -	£4,281.95
Norfolk Pension	BACS		Monthly	£ 4,027.65	£ -	£ 4,027.65
Staff Salary	BACS		Monthly	£ 12,313.33	£ -	£ 12,313.33
						<b>£20,622.93</b>
<b>TOTAL</b>						
						<b>£24,751.37</b>



9c)

	INCOME JULY 2021	
Banked Monies		
Burials	£	2,540.00
Repayment plan church wall	£	100.00
Hall Bookings	£	414.00
Refund business rates public toilets	£	2,306.30
VAT repayment	£	16,619.33
Allotment Rent + refundable bond	£	174.50
<b>Total</b>	<b>£</b>	<b>22,154.13</b>

9d)

DATE	DETAILS	REC'D	OUT	BALANCE	MISC	POSTAGE	TOWN HALL
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1.7.21	B.F.W.D.	513	96	57	96	342	04	8	72	-	-
27.5.21	Lidl milk.			1	00	341	04	1	00		
3.6.21	Lidl Sugar Milk Coffee.			3	64	337	40	3	64		
25.6.21	Lidl Milk			1	00	336	40	1	00		
30.6.21	Lidl Milk			1	30	335	10	1	30		
19.7.21	Lidl Milk			1	00	334	10	1	00		
26.7.21	Lidl Milk			1	30	332	80	1	30		
5.7.21	Replacement Memorial			24	95	307	85				
26.7.21	Staff Subsistence - 24 June 15 July			36	00	271	85				
				70	19	271	85	9	24	-	-
		513	96	70	19	271	85	17	96	-	-

4230 115	4230 201	4230 101	4230 101	4230 101	4230 201	4230 201	4230 201	4230 201	4230 201
ARCHIVE	OPEN SPACES	STATIONERY	MEETING REFRESHMENTS	MILEAGE	MARKET	ADMIN	TIC		VAT

9 00	9 96	—	—	—	—	144 00	—	—	17 24
									—
									—
									—
									—
									—
									—
									—
									—
	20 79					36 00			4 16
—	20 79	—	—	—	—	36 00	—	—	4 16
9 00	30 75	—	—	—	—	180 00	—	—	4 40

## **Book Sale Proposal**

### **Description:**

- A three day second hand book sale to be run twice yearly in the Town Hall.
- All proceeds being used to support local clubs and societies,

### **Brief outline:**

The sale would take place on a Friday afternoon till approximately 7pm followed by all day Saturday and the Sunday morning.

The community will be asked to donate books.

More details:

Preparation would need to start a few months before the event.

The community would be asked to donate books for the sale.

The books would need to be collected from homes by volunteers.

These books would then be stored ready for the sale.

Nearer the sale date the community would be asked to donate cakes to sell at the sale with a cup of tea.

On the Thursday all the books would be brought to the Town Hall and volunteers would sort them and put them out ready for the Friday sale.

On the Friday morning we would set up a small area for a cup of tea and a piece of cake – donated cakes would be received during the morning at the Town hall.

Tea area to be staffed by volunteers.

Book sale to open at around 1pm allowing browsing before the children come out of school.

Event stays open till at least 7pm on the Friday to allow people to pop in after work.

On the Saturday and Sunday morning along with cakes we sell bacon butties.  
At the end of the Sale on the Sunday all books are packed away ready for the next sale by volunteers.

### **Pricing:**

For discussion but when I have done this previously it has been as follows –

Paperbacks 20p

Hardbacks 50p

Children's Books 10p

Tea and cake 50p

### **Organisational issues:**

Venue for storage needs to be established.

Banana or veg boxes need to be collected as they are perfect for stacking on top of one another for storing and moving the books.

Community need to be asked for donations.

Donations need to be collected.

Tables need to be set up in the hall.

Small tables need to be sourced/borrowed to have a children's book area.

Volunteers needed (approximate minimum numbers)

- 4 to co-ordinate collections
- Van and driver to collect books from storage to the venue and to return them on the Sunday
- 6 on set up day to unpack books
- During the sale volunteers required – (this can be done on a rota system)
- 2 on teas and coffees
- 1 on till taking money

- 2 floating/sorting books

Signage and advertising to be done

Float for till and refreshments

Carrier bags to be requested from community.

### **Benefit to the Town/reason for sale.**

- Community event
- Appeals to all age groups
- Brings people into the town
- Low cost event for families
- Encourages reading
- Raises money for community
- Recycling at its finest

### **Negative points.**

Requires organisation

Need to find suitable storage for the books between sales

Town Hall would not be able to be rented out during the duration of the sale

Dealers will turn up and would need to be gently reminded that it is a community event.

### **Further comments.**

This is an event I organised and ran for many years whilst living elsewhere. Sales would run in the Autumn and Spring. It was a small village – population 900 – and we would take around £600-£800 over the sale period and this was over ten years ago. It was as much a social event as it was a sale. The prices were kept low as financial gain was not the main goal although it was nice to be able to donate the proceeds to local clubs. Many people would buy books – read them – then

donate them back for the next sale. I really think this could work in Attleborough and after the initial sale being organised would be able to tick along without too much effort.

**Proposal to Councillors:**

- To set up a working party of a couple of Councillors to get this underway.
- To ask for support from the community.
- To locate appropriate storage space for the books.
- To run the first sale late October 2021 where there is currently space in the bookings calendar to accommodate it.

Debbie Lane July 2021

## **Town Trails.**

During the recent lockdowns many residents have kept healthy by taking regular walks and cycle rides in and around the town.

Suggestions of routes to take have often been passed around by word of mouth and via social media.

To help residents (both new and old) continue with a healthier lifestyle my suggestion is that we produce a series of Town Trails.

These could be accessed via the Town Council website.

They could be created with help from the community including Cycle Clubs, Walking Groups, Mother and Toddler Groups, Local Schools, The Heritage Group, Schools and so on.

### Possible Trails ideas:

- Walking - Various lengths both in miles and time.  
Suitable for wet weather.  
Suitable for families with push chairs and little ones.  
Suitable for those with disabilities.
- Cycling - varying lengths and times.  
Suitable for adults.  
Suitable for families.  
Suitable for families with young children just learning to ride.
- History – Incorporating notes on buildings and monuments of historic interest.
- Horrible Histories – Aimed at the younger generation.
- Nature – Incorporating the natural world on our doorstep.
- Ghosts and legends – Including the many myths and stories handed down through generations.

And so on.

### Cost to the Town Council:

Time researching and putting together the trails.

Cost of producing hard copies to be collected from Tourist Information.



Proposal:

1. Set up a working party of Councillors to get the project underway.
2. Seek help and advice from the community via Social Media.
3. To get the first trials active and online by the end of September if not before.
4. To continually add to the Trials throughout the year.
5. Review the trials twice yearly – Spring and Autumn.

Debbie Lane July 2021

## **Queens Square and the Community.**

Following on from the July meeting and the discussions re the use of the Queen's Square for Community Events I would like to suggest the following for contemplation.

### **1: Advice Sheet.**

The Town Council produce an advice sheet containing details of how to book an event on the square including what has to be done legally ie. risk assessments and so on.

Cost to the Town Council: Office staff would need to produce the advice sheet and co-ordinate bookings.

Proposal: That a councillor works with the office to produce the advice sheet.

### **2: Market Stall for use by local clubs and societies.**

A single Market Stall be erected on the Square every Saturday for use by local clubs and societies for fundraising activities or such like. This could be booked by the clubs via the Town Hall.

Cost to the Town Council:

- Staff would need to erect and take down the stall every Saturday.
- Office Staff would need to co-ordinate the bookings.

Proposal:

- That 2 Councillors take on the project and contact local clubs and societies alerting them to the possibility of booking the stall

### **3: Monthly Community Stall.**

That the first Saturday morning of every month the above stall be reserved for a community stall where people donated produce, plants, jams, cakes etc. to be sold. The money collected over the year can then be either donated to local clubs or societies or used for a Community Project in the Town.

Cost to the Town:

- Staff would need to erect and take down the stall.

Proposal:

- That 2 Councillors take on the responsibility for co-ordinating the stall.
- That the Community is approached via Social Media asking if they would firstly be prepared to donate a cake or something if the stall did go ahead.
- .... And secondly that the community be asked if they would be prepared to help out manning the stall.

#### **4: May Pole on the Square.**

I have recently discovered that the Town does have access to a May Pole. It is in need of a little TLC. I have been advised that the person who has the May Pole would be happy to spruce it up.

May 1st or 'Beltane' is an ancient festival and tradition. It is actually seen by many as the opposite to Halloween as in times past the children of the Parish would leave the local woods at dawn wearing their finest clothes with flowers in their hair and dance to their village or town. As they passed through the Town they would collect flowers and treats from the doorsteps of houses. Upon reaching the May Pole they would then dance around the May Pole (clockwise – the direction of the sun) and celebrate the start of Summer.

As a town we could hold a May Day Fair in and around the square.

This could include local children from the schools or dance groups dancing around the May Pole.

Cost to the Council:

- Paint etc for the sprucing up of the May Pole
- Installation of support stand for the pole on the square
- Other costs TBC re the staging of a May Day fair.

Proposal:

- That the council agrees to the principle and that exact costs then be found for the paint, ribbons and the installation of support for the May Pole.
- That a working party is set up to co-ordinate the May Day Fair.
- That local schools and dance groups be approached to see if they would be interested in the May Pole part of the celebrations. NB If the schools are interested there may be a need to install a support stand for the pole at another site for rehearsals. This would be an added cost to the Town Council.

Debbie Lane July 2021

## Platinum Jubilee Celebrations 2022

2022 will see the 70-year anniversary of HRH Queen Elizabeth ascending the throne in 1952.

### National Plans.

The government have announced a four-day celebration to be held in June.

This will run from Thursday 2<sup>nd</sup> June (Newly announced Bank Holiday) through Friday 3<sup>rd</sup> June (another Bank Holiday) and onto Saturday 4<sup>th</sup> June and ending on Sunday 5<sup>th</sup> June.

A government statement said that the celebrations will include 'an extensive programme of events that mix the best of British ceremonial splendour and pageantry with cutting edge artistic and technological display. These will be interspersed with traditional nationwide fan-fare and celebrations'.

The calendar of national events so far is as follows:

Thursday 2<sup>nd</sup> June:

Queen's Birthday Parade (Trooping the Colour).

Platinum Jubilee Beacons lit around the country.

Friday 3<sup>rd</sup> June:

Service of Thanksgiving at St. Pauls.

Saturday 4<sup>th</sup> June:

Derby at Epsom

Platinum Party at the Palace.

Sunday 5<sup>th</sup> June:

The Big Jubilee Lunch (Street Parties).

The Platinum Jubilee Pageant.

**NB: Any plans for the town would I would suggest need to have the above events in mind to encourage maximum support.**

There will also be a Jubilee emblem competition run with the V & A, the Design Museum and the Royal College of Arts.

A Jubilee Medal will be awarded for those who have done good in the community etc.

### **District Plans:**

Breckland have, I'm advised, yet to start planning celebrations.

### **Town Plans:**

As a starting point for our town's celebrations I recently asked via social media for ideas. This was met with a warm response with some wonderful suggestions. Below are some of the thoughts from the extensive response:

- Bunting for the town. This could be made by school children, clubs and societies, nursing homes and the general public. The suggestions were to include interpretations of Queen and country. This could possibly also include a trail/treasure hunt. The bunting could be made not just from paper or fabric but maybe using traditional skills. Workshops to make the bunting.
- Printable Union Jacks to be coloured in and displayed in windows.
- Community Garage Sale.
- Lifetime service award.
- Street Party.
- Exhibition on the history of Attleborough with links to the monarchy.
- Big garden/tea party including dressing in your finery.
- Local singers/Folk Music Festival.

- Flower Festival.
- Permeant memorial.
- Tea dance (1950s dress and music).
- Jubilee Ball.
- Commemorative Mugs.
- Classic Car/Bike Show.
- Open Garden's and Trail.

Further thoughts.

Whilst the above list is from a small sector of the population there are some good ideas worth discussion. Some of the suggestions would actually fit well into becoming an annual event rather than a one off for the Jubilee.

There are many clubs, societies schools and groups who will undoubtedly be planning their own celebrations.

### **Funding:**

I am advised that there is likely to be funding available from Breckland.

There are other sources of funding to be investigated from National groups and Local Businesses.

### **Proposal:**

1. That a working party be set up within the town to include representation from the Town Council and the Community.
2. That a meeting be arranged inviting all members of the Community to discuss possible plans.

3. That all local clubs, societies, schools etc. be contacted to find out if they have plans and if so how they would like their plans to fit into the town's celebrations.

Debbie Lane July 2021



## Open letter to the Attleborough council

This is to bring to the attention of Attleborough council of the very serious Health and safety issues created by you, that will cause death or serious injury, without doubt. The liability will be yours

### Point 1

By narrowing the London Road by increasing the pavement size on one side of it to allow and encouraging cycling on the pavement has caused a number of consequences.

Delivery vehicles are now parking on the pavement to allow the flow of traffic. This in turn is breaking steel covers and paving surfaces, and restricting pedestrian use of the pavement.

By allowing the use of cycling on one side of the pavement both sides of the road continue to be used for cycling as do all pavements throughout Attleborough. Again, who on the council thinks that it is safe to allow vehicles (this includes bikes) to speed past shops as customers leave their premises. I would like to bring to your attention the accident or possible fatality that will occur when people leave, The Star of India and the Sea Star Fish Bar. Who expects to look both ways before walking out of a door of a shop or their house/garden to insure there is no speeding vehicle that can and indeed will hit you? This leads to another question. As the vehicle, if it is a bike for instance probably does not have any form of insurance, likewise the customer leaving the premises probably has none either so who will be paying for the insurance claim? It can only fall on the council for allowing vehicles on the pavement and please also be aware that bicycles can now be electrified. This also has no regards to pedestrians using the pavement, some of whom will be deaf or blind.

### Point 2

The council has built best described by them as safe crossing points throughout the town. These are now regarded by both pedestrians and some drivers as pedestrian crossings. People are walking off the pavement straight into the oncoming traffic expecting drivers to stop, again someone will be killed again who will be paying for it and why are you creating such a potential hazard?

### Point 3

Traffic lights at the top of Church Street/ Surrogate Street / Norwich Road.

Vehicles on Church Street are not observing the staggered light change at this junction and proceeding out of the traffic lights when green to Surrogate Street and red to Norwich Road onto Norwich Road across light operated pedestrian crossing again this is putting pedestrians lives at danger. As vehicles should not be there when they have right of way. This needs urgent attention.

### Point 4

Station Road /Surrogate Street.

Strangers to the area are proceeding out of Station Road into the path of motorists going from Surrogate Street into Connaught Road despite the signage. Would not a mini roundabout be a safer option at this point?

Letter written as a warning to Attleborough town council by, Mr Robert Russell, The Bungalow  
London Road Attleborough NR17 2DE

**1<sup>st</sup> Attleborough Scout Group request to plant trees for Queen's Canopy – Identify location**

It was resolved at a previous meeting to meet with Scout group and in principal agree but the location of the trees to be decided.

Before meeting with Scout Group discuss and identify location of the trees.

## Tennis Court Proposal

Proposed by Cllr Joshua Francis

1. I would propose that we hire Sam Howlett as tennis coach for our tennis court, providing three classes fortnightly for one hour each at £25 per hour. Class one for Adult Cardio Tennis, class two for Adult beginner tennis and class three for Children's beginner tennis.
2. I would propose that we as a council cover the £25 cost of the hour fortnightly session of Children's beginner tennis.