



ATTLEBOROUGH TOWN COUNCIL

Town Hall, Queens Square, Attleborough, Norfolk, NR17 2AF
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**Minutes of the meeting of the Attleborough Town Council
Held on Monday, 1st November 2021 at 7.00 pm
Held at the Town Hall, Queens Square.**

Present:

		Cllr P Leslie - presiding	
Cllr J Ellis	Cllr S Marsh	Cllr A Westby	Cllr V Dale
Cllr T Taylor	Cllr E Tyrer	Cllr A Busk	Cllr A Smith
Cllr D Lane			

In attendance – Michelle Barron – Town Clerk
In attendance – Anne Willett – Clerks Assistant (minute taker)
Dist. Cllr K Martin, Public x 9

087.21) Mayors Welcome –

Cllr Leslie welcomed everyone and noted the Book Sale that was a great success.

088.21) Apologies for absence –

Cllr K Montague - Unwell

089.21) Councillor Co-Option Vacancies

On the motion of Cllr Leslie, seconded by Cllr Taylor, it was
RESOLVED to defer co-option until next meeting 6th December 2021

ACTION: TOWN CLERK

090.21) 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 Westby – Item 7b) – planning applications
Cllr Taylor – Item 17 – appointment of solicitor
Cllr Dale – Item 9 – financial matters, Item 11 – rent review

091.21) 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.) -

092.21) Minutes of the Town Council meeting held on 4th October 2021

Amendment to **Min 076.21** add "Cllr Westby, seconded by Cllr Marsh "and **Min 080.21** add "Cllr Dale returned to meeting ".

On the motion of Cllr Dale, seconded by Cllr Westby, it was
RESOLVED to accept the minutes of the Town Council meeting held 4th October 2021 with the amendments to **Mins 076.21** and **080.21**

ACTION: TOWN CLERK

093.21) Planning Matters–

a) Planning Applications –

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

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

Cllr Westby left the meeting for Item 7b)

b) Planning Applications

Planning Applications (Not due yet)

3PL/2021/1410/HOU- ATTLEBOROUGH: 14 Buckenham Road – Replace rear conservatory with flat roof garden on same foot print – No objections.

3PL/2021/1425/F – ATTLEBOROUGH: The Mulberry Tree Station Road – Proposed conversion of store & garage into a residential dwelling – No objections

3PL/2021/1409/F – Attleborough: Acorn Decorating Products Halford Road – Change of Use of the existing Hamilton Acorn Factory to a Place of Worship with associated meeting & events space, café & offices & Ancillary Community Facilities, community garden, children’s play area – No objections. However, it was noted in general loss of employment land needs to be considered, we need alternative employment land to help economic profile of the Town.

3PL/2021/1437/F – ATTLEBOROUGH: 142 Hargham Road - Conversion of a detached double garage to a new dwelling with insertion of dormer and rooflight at first floor. – No objections

ACTION: TOWN CLERK

Cllr Westby returned to the meeting

094.21) Councillor Reports

- Cllr Lane gave a report on the book sale which raised over £700 with approx. 3,500 books sold and thanked everyone involved and hoped to repeat the event in the Spring.
- Cllr Tyrer confirmed there would be a parade on Remembrance Sunday, details would be posted on ATC website and social media.
- Cllr Martin had attended a planning meeting during which 3PL/2021/1191/F had the original decision of refusal overturned.
- Cllr Dale who sat on Scrutiny Committee confirmed Local Plan had been sent back to Capita as it was taking too long. Had also attended Domestic Abuse training at Breckland which was very helpful and would recommend Town Council organises the same training here.
- Cllr Taylor informed Breckland are running a campaign to become a mindful town, two training programmes will be taking place in Attleborough, details on social media.

095.21) Financial Matters

a) To authorise payments –

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

RESOLVED to accept and approve the following payment list dated 1 November 2021 Total £18,004.84.

b) To agree direct debits –

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

RESOLVED to approve and accept the direct debit list dated November 2021 Total 26,398.51

c) To receive Income –

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

RESOLVED to approve and accept the income list for October 2021 Total £294,411.71

d) Petty Cash payments – Noted for information

e) Income & Expenditure September 2021 – Noted for information

ACTION: TOWN CLERK

096.21) Correspondence

a) Request to evaluate Bar Tender Fee

On the motion of Cllr Leslie, seconded by Cllr Taylor, it was **RESOLVED** to defer item until after the ongoing tenancy review had been conducted.

b) Request from resident regarding landscaping of new station car park

This subject had been covered in public participation, resident to be informed.

c) Request from resident regarding cycle racks at Rosecroft School

Defer to the Environment Committee should it be reinstated or full council to investigate with Breckland

d) Email from Cllr Montague on behalf of a resident regarding poor bus service.

During the discussion

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

RESOLVED to suspend meeting for Dist. Cllr Martin to speak

Cllr Martin stated new bus stops along New Road and London Road were being used.

- Cllr Tyrer requested that a letter is sent to Highways asking them to redesign the bus stops on London Road as difficult for mothers with pushchairs etc.
- Cllr Leslie suggested to communicate to Cllr Montague the cancellations to bus service were planned by the bus company due to driver shortages.

e) New Trustee for Attleborough lands charity

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

RESOLVED – the Town Council advertise with the approval of Attleborough Lands Charity for the position of a new Trustee.

ACTION: TOWN CLERK

Cllr Dale left the meeting

Cllr Leslie read out a statement regarding Rent Review.

097.21) Rent

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

RESOLVED – to accept Merrifields quotation for £375 to move progress forward, it is an Independent valuation, index linked.

ACTION: TOWN CLERK

Cllr Dale returned to the meeting

098.21) New Website –

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

RESOLVED – to appoint Fluffyegg Ltd.

ACTION: TOWN CLERK

099.21) Dissolve the ANP Committee

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

RESOLVED – to dissolve the ANP Committee

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

RESOLVED – to establish an Environment Committee with Terms of Reference

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

RESOLVED to appoint Cllr Taylor as Committee member

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

RESOLVED to appoint Cllr Westby as Committee member

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

RESOLVED to appoint Cllr Lane as Committee member

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

RESOLVED to appoint Cllr Ellis as Committee member

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

RESOLVED to appoint Cllr Busk as Committee member

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

RESOLVED to appoint Cllr Smith as Committee member

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

RESOLVED to appoint Cllr Marsh as Committee member

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

RESOLVED to appoint Cllr Dale as Committee member

Cllr Leslie recommended the meeting to be held on the third Monday of the month, at the first meeting to elect a Chair and Deputy Chair. To advise existing ANP members of the situation and to transfer ANP projects including Wheel Park, London Road and Decoy Common.

Options were discussed for a new delivery for the Neighbourhood Plan. Meetings with stakeholders etc. would include Cllrs Leslie, Tyrer, Westby and Michelle Town Clerk. Breckland would be informed regarding representatives and it was discussed whether to ask Breckland to come and speak to the Council where they see Attleborough in their long term development.

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

RESOLVED - Cllrs Leslie, Tyrer, Westby and Michelle Town Clerk formally engage in these discussions, to look at the options for a new delivery method for the Neighbourhood Plan once we and other partners such as Breckland come to a consensus will report back to Council with any progress.

100.21) 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.)-

101.21) Any other items which the Chairman decides are urgent

Christmas Closing to be advertised on Website including emergency contacts. Members of the public would be welcome to join Councillors and staff for a mince pie at 6pm on Monday 6th December prior to the Council meeting being held at 7pm.

102.21) Exclusion of Press & Public

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

RESOLVED – to exclude the press and public from the meeting given the sensitive nature of the business to be discussed.

Cllr Taylor left the meeting

103.21) Appointment of Solicitor –

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

RESOLVED – to appoint Rogers & Norton

ACTION: TOWN CLERK

Meeting closed 9:54pm

Public Participation 1st Section

- Chair of AHG spoke regarding landscaping of station car park, their members are volunteers for Greater Anglia and have looked after planted areas for some time. Due to GA running over budget landscaping is no longer an option but volunteers are looking for a solution. The Clerk explained ownership of the section near the path is under investigation but ATC Grounds staff will tidy so it looks presentable for the grand opening next week.

Public Participation 2nd Section

- Representatives from the Scouts had taken exception at the verbal attack made at the previous meeting and wanted all Councillors to apologise.
- Representative from Football Club thought they should receive an apology for claims made against them that were inaccurate.
- Resident queried Homes England as on their website it appeared they got as much land as possible to sell to developers, this needs looking at.
- Representative from Scouts informed the original lease gave 5 years free rent and not 3 years, the reason being Breckland Council donated the Scout hut, it was moved from Thetford to Attleborough mostly by volunteers.

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