



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 4th April 2022 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)
Due to coronavirus, there will be a limited capacity for public attendance

Michelle Barron
29th March 2022
Town Clerk

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 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 Councillor Co-Option Vacancies – for consideration and resolution

5 Public Participation (10 Minutes)

6 Minutes of the Town Council meeting held on 7th March 2022

For acceptance and approval.

- 7 **New Wheelpark** – Update from the Clerk for consideration
- 8 **New Website and Modernised Logo** – Update for consideration
- 9 **Edging for Queens Square** – for approval
- 10 **UPP Superfast Broadband Project & Location** – for consideration and approval
- 11 **Planning Matters**
- a) Planning Applications (Applications agreed and responses made) – for confirmation by members
 - b) Planning Applications (Not due yet)
 - 3PL/2022/0277/VAR – ATTLEBOROUGH: Plot 2 Leys Lane – Variation of Condition No 2 on 3PL/2021/0660/D – Revised Bungalow Design
 - 3PL/2022/0301/VAR – ATTLEBOROUGH: Land off Carvers Lane – Variation of Condition 3 on 3PL/2014/1264/F – change to materials due to shortage of supplies
- 12 **Councillor Reports**
- Town, District and County Councillors can give a brief report on relevant information.
- 13 **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
 - e) Income & Expenditure February 2022 – for information
- 14 **Correspondence**
- a) St Mary's Church request to use Queens Square Good Friday 15th April 2022 – for consideration
 - b) Development at Norwich Road, Attleborough, street lighting – for consideration
- 15 **Public Participation (10 Minutes)**
- 16 **Any items which the Chairman decides are urgent**
- For discussion only.
- 17 **Exclusion of Press & Public**
- To pass a resolution excluding the press and public from the meeting given the sensitive nature of the Business to be discussed.
- 18 **Tenancy Agreements**

Expected Meeting Length is 2 Hours

4)

Michelle Barron

From: Rhys Redfern <rhysredfern@email.com>
Sent: 06 December 2021 21:27
To: Michelle Barron
Subject: Re: FW: Councillor Vacancy

Hi Michelle

Thank you for your reply.

This is my application for the current vacancy on the town council.

I would like to introduce myself.

My name is Rhys Redfern and I am 22 years old. I live in Attleborough and have done for five and a half years. I attended Sixth form at Attleborough Academy, leaving with 4 A levels and then moved on to Brunel University, where I studied for two years for a degree in International Business and Accountancy. Currently, I am enrolled on an Association of Accounting Technicians (AAT) course, once completed I will be a qualified accountant. I am also on a full-time apprenticeship level 3 in customer service.

I lived my younger years in Spain, and I am trilingual, knowing English, Spanish and Valencian, which is a regional language within Spain. While in Spain, I participated in Tobadas, which are team building exercises that bring together different groups from all over Spain. They come together to share their differences in language and culture that exist in the various regions in Spain. Due to my time in Spain as well as the activities I participated in, I became very open minded and accepting of new ideas.

In my spare time I enjoy walking and have summited Snowden in 2018. I like animals and have a dog and cat both from rescue homes. I love walking with my dog whilst enjoying nature and the outdoors. I also like reading as well as history, which in fact is one of my A levels.

I have always been interested in being involved in the town council and this interest was heightened seeing the positive development of the station car park. However, I believed that I was too young to be considered. After attending the Christmas Carnival and seeing the future plans for Attleborough, this inspired me once again to want to help contribute to the future positive changes of the town. While at recent dinner party, I spoke to my parent's friend Keith Martin who has been involved in the council for many years and he assured me that my age was not a hindrance and thus I have applied.

Regardless, of your decision, I would like to thank the council for their services to our town.

I look forward from hearing from you.

Yours Sincerely

Rhys Redfern

**ATTLEBOROUGH TOWN COUNCIL**

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

Minutes of the meeting of the Attleborough Town Council
Held on Monday, 7th March 2022 at 7.00 pm
Held at the Town Hall, Queens Square.

Present:

		Cllr P Leslie - presiding	
Cllr J Ellis	Cllr A Westby	Cllr V Dale	Cllr D Lane
Cllr K Montague	Cllr A Busk	Cllr A Smith	Cllr A Roberts
Cllr P Wenham	Cllr E Tyrer	Cllr S Mackinnon	

In attendance – Michelle Barron – Town Clerk
In attendance – Anne Willett – Clerks Assistant (minute taker)
Public x 4, Joel Fayers, MPC

154.21) Mayors Welcome – Cllr Leslie congratulated Cllr Taylor on the recent birth of her baby daughter. Also mentioned the Ukraine and the tremendous amount of goodwill happening within the community with collection points, a big thank you to those involved in sending relief to people in a very distressing situation.

155.21) Apologies for absence – Cllr Taylor - unwell

156.21) 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 – None received

157.21) Councillor Co-Option Vacancies

On the motion of Cllr Montague, seconded by Cllr Dale, it was
RESOLVED to co-opt Roger Bond as Town Councillor
Cllr Bond then took his seat with the members for the remainder of the meeting.

158.21) Public Participation - Resident's Questions –

RESOLVED that the meeting be adjourned to allow the Public to speak – No public wished to speak

159.21) Minutes of the Extraordinary Town Council meeting held on 20th January 2022**a) Minutes of the Town Council meeting held on 7th February 2022**

On the motion of Cllr Ellis, seconded by Cllr Westby, it was
RESOLVED - to accept the minutes of the Extraordinary Town Council meeting held on 20th January 2022.
On the motion of Cllr Roberts, seconded by Cllr Dale, it was
RESOLVED - to accept the minutes of the Town Council meeting held on 7th February 2022.
ACTION: TOWN CLERK

160.21) Events Committee**a) Nominate and elect members –**

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

RESOLVED to appoint Cllr Mackinnon as a committee member

b) Jubilee Budget –

On the motion of Cllr Leslie, seconded by Cllr Lane, it was **RESOLVED** to agree in principal a budget from Reserves of £5K to include proceeds from both book sales, as well as seeking sponsorship.

c) Gazebo purchase –

On the motion of Cllr Lane, seconded by Cllr Smith, it was **RESOLVED** to accept Supplier 1 quote £179.99 for Gazebo

d) Banner Quotes –

On the motion of Cllr Lane, seconded by Cllr Ellis, it was **RESOLVED** to accept quote No 2 for Banner £50.98, on the condition permission can be granted for banners to be displayed.

ACTION: TOWN CLERK

161.21 Policies

a) Document Retention & Disposal

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

b) Code of Conduct

On the motion of Cllr Busk, seconded by Cllr Smith, it was **RESOLVED** to accept and approve with the removal of the line "Active wear, trainers are sportswear are not permitted"

c) Member Officer Protocol

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

d) Communications & Media

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

ACTION: TOWN CLERK

162.21) Wheel Park Quotations –

On the motion of Cllr Dale, seconded by Cllr Smith, it was **RESOLVED** for Town Clerk and Chair to contact Gravity with revised plans and report back to an Extraordinary Town Council meeting with revised pricing

ACTION: TOWN CLERK/PL

163.21) Planning Matters

a) Planning Applications –

On the motion of Cllr Lane, seconded by Cllr Montague, it was **RESOLVED** to approve and accept the following recommendations already agreed and submitted prior to meeting.

b) Planning Applications (Not due yet)

3PL/2022/0147/HOU – ATTLEBOROUGH: 36 Wayland Close – Single storey rear extension (revised design following planning permission 3PL/2021/1458/HOU) – No objections

3PL/2022/0059/HOU – Acre Lodge, London Road – Single storey rear/side extension & demolition of dilapidated timber garage – No objections

3PL/2022/0200/HOU – ATTLEBOROUGH: 24 Croft Green – Removal of existing flat roof side extension replace with pitched roof extension & open porch – No objections

3PL/2022/0194/HOU – ATTLEBOROUGH: The Nurseries, London Road – Double garage & attic home office – No objections

3PL/2022/0167/F – ATTLEBOROUGH: 2nd field north of Wroo Farm – Siting of a mobile home – No objections

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

RESOLVED we have no objections to their comments

ACTION: TOWN CLERK

164.21) Councillor Reports

- Cllr Lane & Cllr Taylor had attended a Contextual Safeguarding meeting where Cllr Taylor informed them we are looking to develop a "Dead Mans' Hut" and there may be funding to help with that. There was also a representative from a group who offer family support for people with addictions.

165.21) Financial Matters

a) To authorise payments –

On the motion of Cllr Ellis, seconded by Cllr Montague, it was
RESOLVED to accept and approve the following payment list dated 7th March 2022
Total £10,380.22

b) To agree direct debits –

On the motion of Cllr Leslie, seconded by Cllr Mackinnon, it was
RESOLVED to approve and accept the direct debit list dated March 2022
Total £24,853.67

c) To receive Income –

On the motion of Cllr Tyrer, seconded by Cllr Montague, it was
RESOLVED to approve and accept the income list for February 2022
Total £2,303.90

d) Petty Cash payments – Noted for information

e) Income & Expenditure January 2022 – Noted for information

f) Quotations for tree survey

On the motion of Cllr Leslie, seconded by Cllr Westby, it was
RESOLVED to accept quote from A T Coombes Associates Ltd

g) Notice Board price increase notification

On the motion of Cllr Roberts, seconded by Cllr Montague, it was
RESOLVED to accept price increase

ACTION: TOWN CLERK

166.21) Correspondence

a) Development at Hargham Road, street lighting –

On the motion of Cllr Leslie, seconded by Cllr Dale, it was
RESOLVED the policy of the Council is to decline

b) Pedestrian Crossing request Rosecroft School

On the motion of Cllr Leslie, seconded by Cllr Westby, it was
RESOLVED – to support this request through the Highways Agency

c) Request for ATC to participate in World Parkinson's Day 11th April –

On the motion of Cllr Ellis, seconded by Cllr Lane, it was
RESOLVED – decline as not a viable proposition but offer a letter of support

d) Resident request for a sign to stop parking outside & blocking exit to their property in Thieves Lane

On the motion of Cllr Leslie, seconded by Cllr Lane, it was
RESOLVED – allow Town Clerk to explore what is already happening there and at her discretion, if there is an additional requirement that is permissible that she is allowed to do so.

ACTION: TOWN CLERK

167.21) Queens Square Car Park

There was a discussion but the trial will go ahead. It is imperative businesses and customers give their feedback. It was however feared that by the end of the trial there would be no businesses left in the Town.

168.21) Request to install Long Jump Pit at Gaymers Meadow

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

RESOLVED – in principal we agree to the siting of the long jump pit as identified highlighted in yellow on plan.

ACTION: TOWN CLERK

169.21) Picnic benches

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

RESOLVED – to defer until we have the design at an agreed budget of £600 each for four benches and report to next Environment meeting.

170.21) New Website

Councillors confirmed they were happy for Cllr Leslie to proceed with website

171.21) Public Participation (10 Minutes) –

RESOLVED that the meeting be adjourned to allow the Public to speak –

172.21) Any other items which the Chairman decides are urgent –

High Sheriff visit 18th March 2022 – Councillor suggestions would be welcome

Annual Assembly 25th April 2022 – Councillor suggestions for guest speakers would be welcome

173.21) Exclusion of Press & Public

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

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

174.21) Ongoing Legal Advice/Actions – Settlement Agreement

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

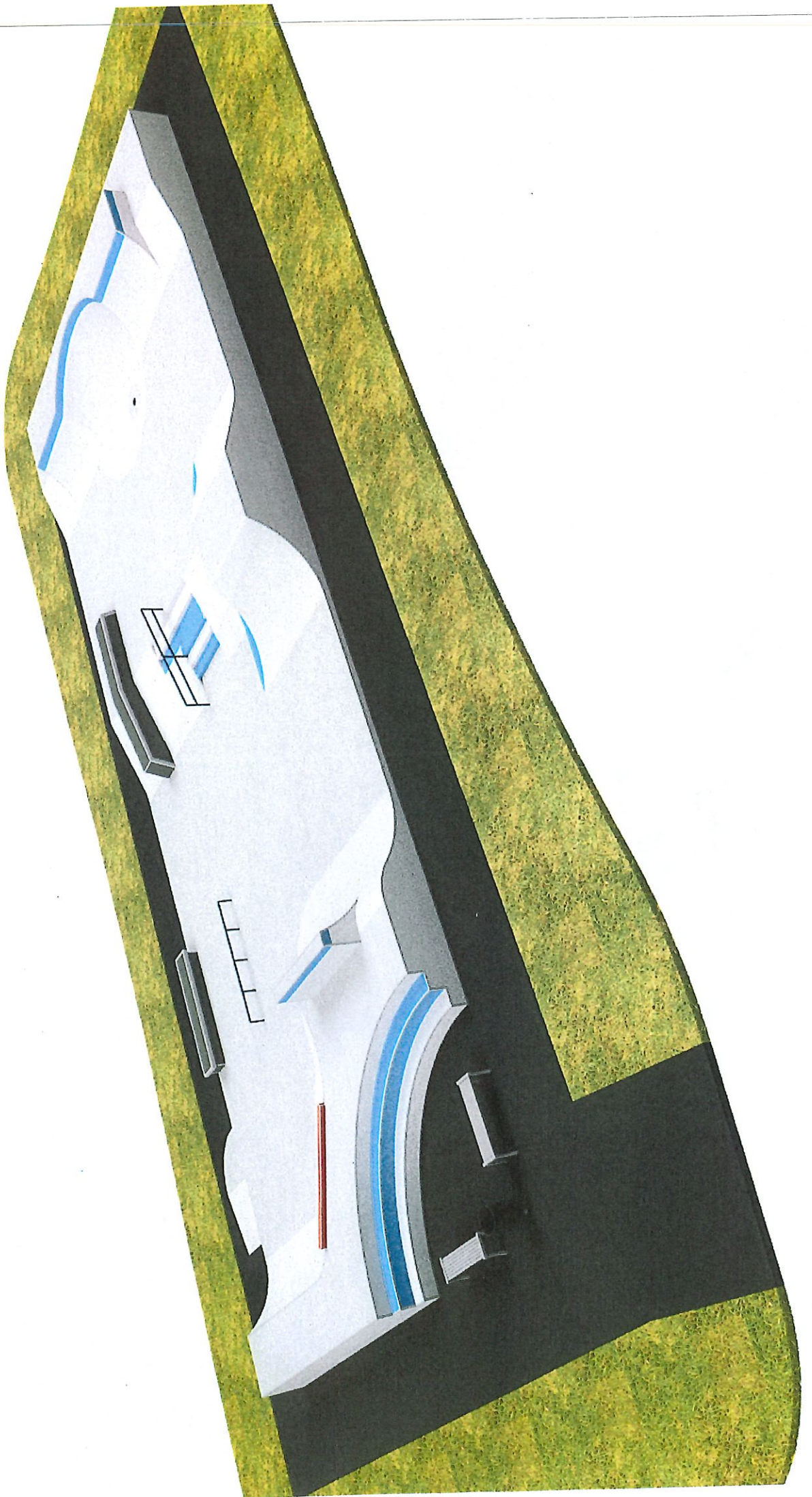
RESOLVED – to confirm acceptance of the settlement agreement

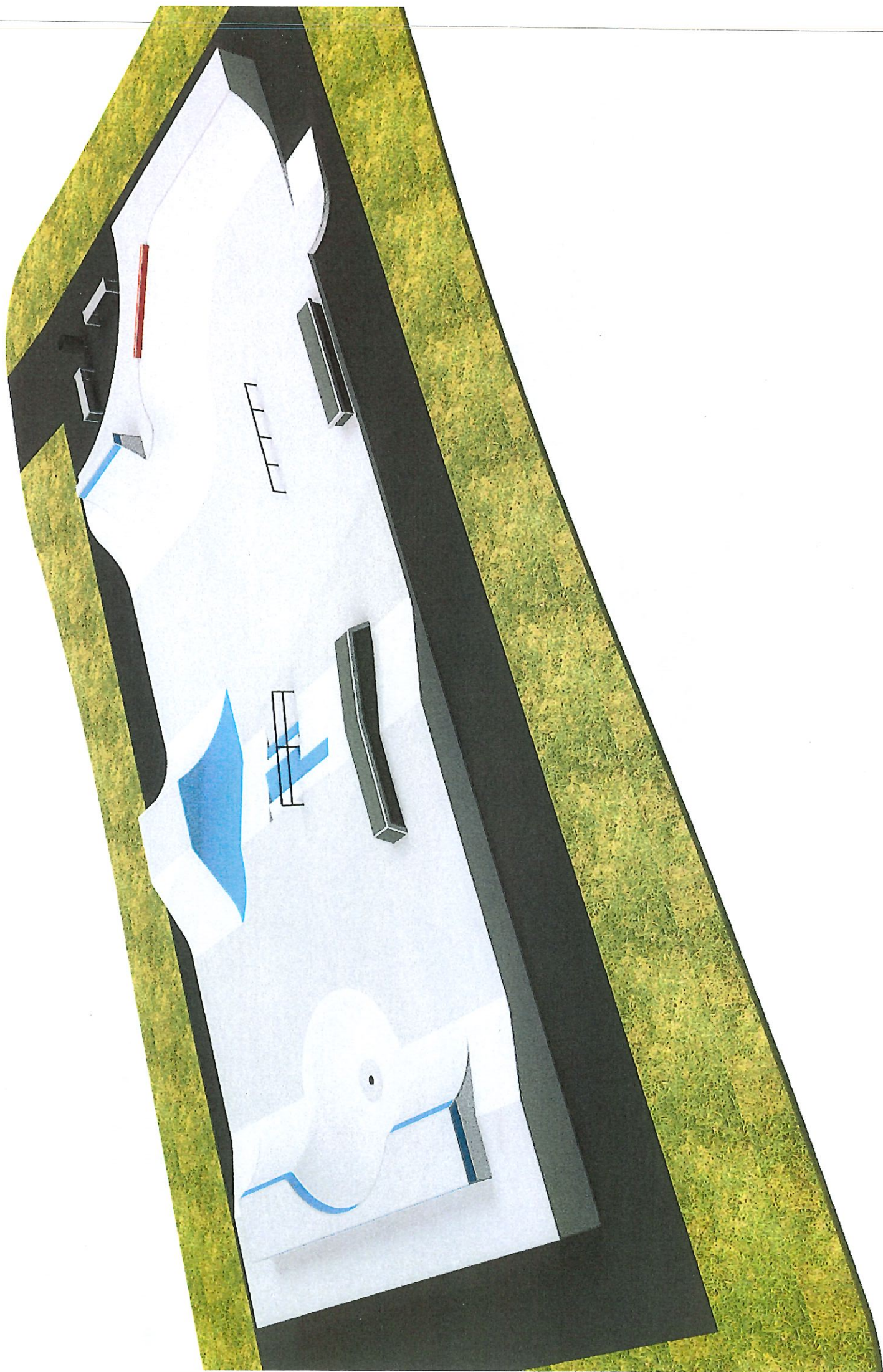
Meeting closed 9.15pm

Public Participation 2nd Section

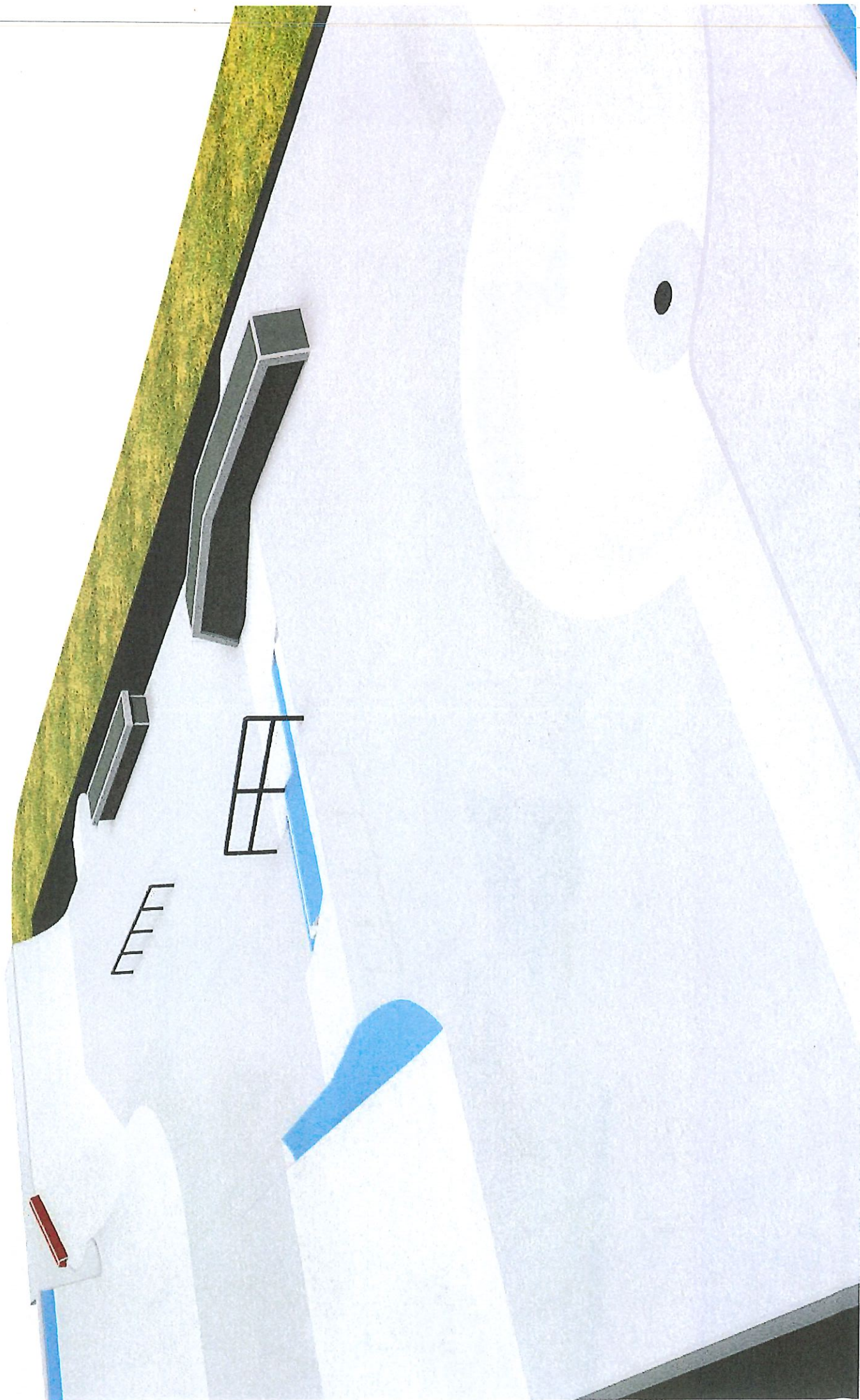
- Applicant for councillor vacancy apologised for arriving too late for co-option process but he had been unavoidably detained at work.
- Cllr Leslie informed applicant because he was a current candidate would be added as an agenda item for the April Council meeting.
- It was raised why couldn't businesses be issued with parking passes for the duration of car park trial
- Cllr Leslie replied because that hadn't been written in the car park trial document and a legal process had to be followed it could not be altered.
- If fines are issued during the trial could these be refunded?
- Cllr Leslie thought a valid point had been raised.

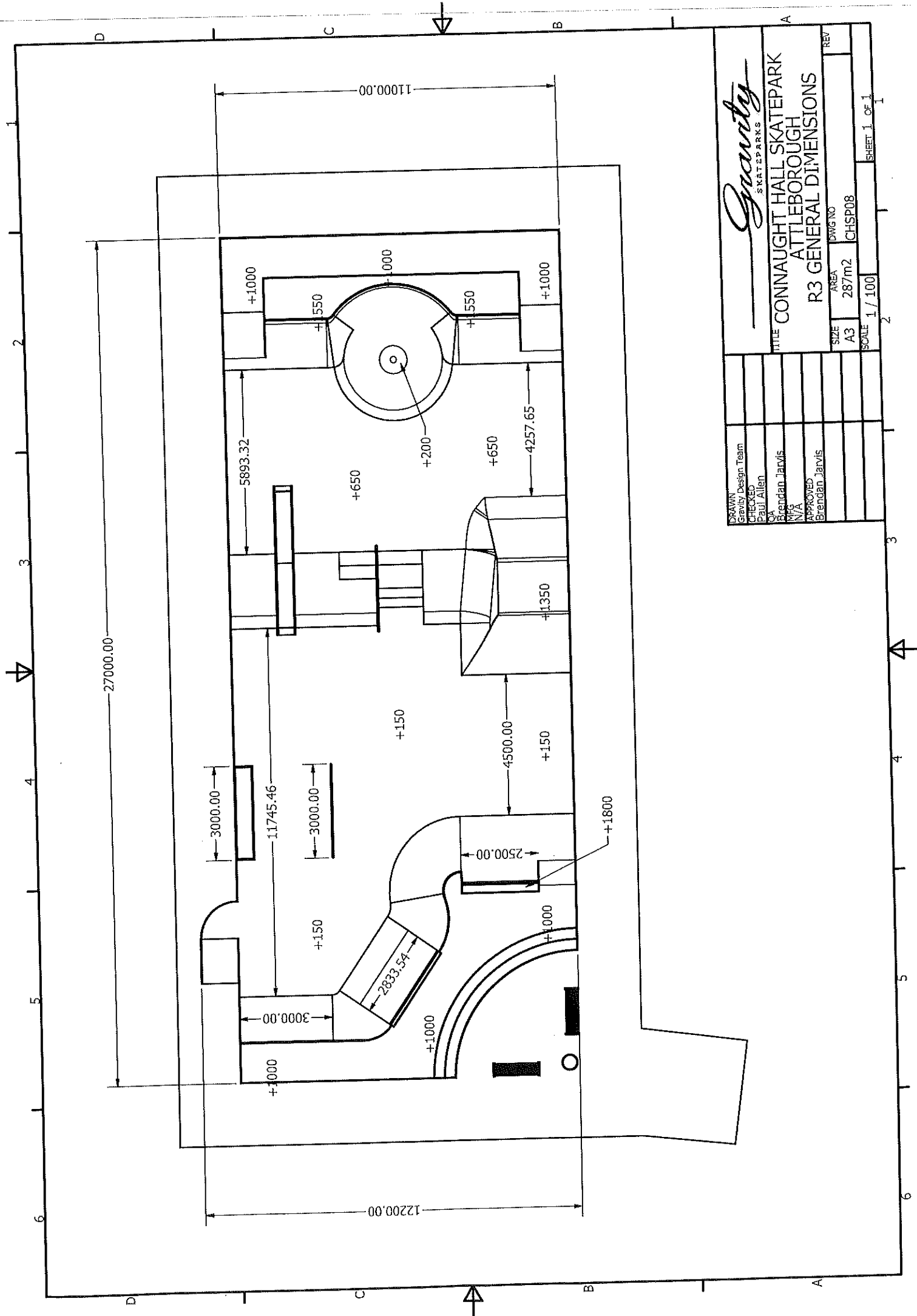
7)











DRAWN	Gravity Design Team
CHECKED	Paul Allen
QA	Brendan Jarvis
DESIGNED	N/A
APPROVED	Brendan Jarvis

		TITLE CONNAUGHT HALL SKATEPARK ATTLEBOROUGH R3 GENERAL DIMENSIONS	
SIZE	AREA	DWG NO	REV
A3	287m2	CHSP08	
SCALE		1 / 100	
		2	
		SHEET 1 OF 1	



Attleborough Town Council

Historic Market Town in the Heart of Norfolk

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Contact the Council

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Office open Monday to Friday, 10am to 4pm



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Dear Councillors,

Please find prices below for edging to provide a flush lawn edge for Queens Square. Prices quoted are for products recommended by Cllr Wenham. These should give a smart tailored edge and relieve the need for re-edging of the borders each spring, which requires considerable manpower. It should be noted that these are a domestic product, but as Queens Square is a pedestrianised area, it is likely that these will be suitably robust for purpose. To upgrade to a commercial version of this product, which would be required for other areas within the town, we would be looking at a considerable price increase.

My recommendation would be to take the guidance from Councillor Wenham as to which product if either is superior. Given that there are some supply issues at the moment, the Council may want to consider allowing the Clerk the flexibility to choose either product, based on lead times if both products are deemed equally suitable.

M Barron

Michelle Barron, Town Clerk



Classic – 75mm – Brown.	30 pack	£1,170 (includes VAT)
Classic – 100mm – Brown	30 pack	£1362 (includes VAT)

CORELandscape
Products

Core Edge 65MM face	30 pack	£1,125 (Includes VAT)
Core Edge 100mm face	30 pack	£1305 (includes VAT)

Planning Applications received to-date

3PL/2022/0203/O - ATTLEBOROUGH: Shackles Farm, West Carr Road – Demolition of existing agricultural barns & erection of five new dwellings & associated hardstanding – No objections

Anne Willett

From: Michelle Barron
Sent: 16 March 2022 12:58
To: Anne Willett
Subject: FW: Planning Consultation PC 3PL/2022/0277/VAR

From: planning@breckland.gov.uk <planning@breckland.gov.uk>
Sent: 16 March 2022 11:49
To: Michelle Barron <townclerk@attleboroughtc.org.uk>
Subject: Planning Consultation PC 3PL/2022/0277/VAR

CONSULTATION - VARIATION OF COND'S

REFERENCE: 3PL/2022/0277/VAR
PROPOSAL: Variation of Condition No 2 on 3PL/2021/0660/D - Revised Bungalow Design.
LOCATION: ATTLEBOROUGH: Plot 2 Leys Lane
APPLICANT: Mr Larry Gray

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

Any comments that the Town/Parish Council may wish to make should be received by **6th April 2022**. 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.

Anne Willett

From: Michelle Barron
Sent: 21 March 2022 09:59
To: Anne Willett
Subject: FW: Planning Consultation PC 3PL/2022/0301/VAR

From: planning@breckland.gov.uk <planning@breckland.gov.uk>
Sent: 18 March 2022 08:34
To: Michelle Barron <townclerk@attleboroughtc.org.uk>
Subject: Planning Consultation PC 3PL/2022/0301/VAR

CONSULTATION - VARIATION OF COND'S

REFERENCE: 3PL/2022/0301/VAR

PROPOSAL: Variation of Condition 3 on 3PL/2014/1264/F - change to materials due to shortage of supplies

LOCATION: ATTLEBOROUGH: Land off Carvers Lane

APPLICANT: Places for People Homes Limited

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

Any comments that the Town/Parish Council may wish to make should be received by **8th April 2022**. 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.

13b)

DD APRIL 2022

Name	Description	Service	Bill Freq	Net	Vat	Total
Siemens	Photocopy service	Admin	Annual			
Vodafone	mobiles	Admin	Monthly	£ 128.36	£ 25.68	£154.04
Bank Charges	Barclays	TH	Monthly	£ 6.40	£ -	£6.40
Bank Charges	Lloyds	TH	Monthly	£ 15.71	£ -	£15.71
Biffa	Waste collection	Rec	Monthly	£ 100.40	£ 20.08	£120.48
Biffa	Waste collection	TH	Monthly	£ 162.48	£ 32.50	£194.98
Anglian Water	Water	Cemetery	Quarterly	£ 173.91	£ -	£173.91
Anglian Water	Water	Public toilets	Quarterly	£ 210.10	£ -	£210.10
BT	Telephone	TH	Quarterly			
Anglian Water	Water	Chapel Rd	Quarterly		£ -	
Anglian Water	Water	TH	Quarterly	£ 247.15	£ -	£247.15
Breckland Council	Rates	TH	Monthly	£ 1,235.25	£ -	£1,235.25
Breckland Council	Rates	Cemetery	Monthly		£ -	
Total Gas & Power	Electricity	Public Toilets	Quarterly			
Total Gas & Power	Elect Skate Park	OS	Quarterly			
Total Gas & Power	Gas	TH	Quarterly			
Total Gas & Power	Electricity	TH	Quarterly			
Phs Group	waste collection	TH	Annual			
Fuel Genie	Fuel	OS	Monthly	£ 125.84	£ 25.16	£151.00
						£2,509.02
HMRC Tax/Nic	BACS	HMRC Tax & N	Monthly	£ 5,121.18	£ -	£5,121.18
Norfolk Pension	BACS	Pension	Monthly	£ 4,675.53	£ -	£ 4,675.53
Staff Salary	BACS	Salaries	Monthly	£ 13,831.05	£ -	£ 13,831.05
						£23,627.76
TOTAL						£26,136.78

13c)

	INCOME MAR 22	
Banked Monies		
Car Scheme Fund Breckland March	£	330.00
Hall Bookings	£	806.80
Allotment rent	£	245.00
Market	£	50.00
Memorial	£	670.00
Gaymers Bowls Club water	£	21.72
Book Sale	£	807.51
Total	£	2,931.03

125

DATE	DETAILS	REC'D	OUT	BALANCE	MISC	POSTAGE	TOWN HALL
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	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>101 Administration</u>							
1376 Precept	581,199	581,199	0			100.0%	
1378 Grant payment Community Cars	2,310	0	(2,310)			0.0%	
1390 Interest Received (Bond)	0	100	100			0.0%	
1391 interest received on saving ac	27	250	223			10.9%	
	583,536	581,549	(1,987)			100.3%	0
Administration :- Income							
4000 Staff Costs	210,915	300,000	89,085		89,085	70.3%	
4001 Other Employment Costs	180	5,000	4,820		4,820	3.6%	
4002 website	660	5,000	4,340		4,340	13.2%	
4004 Health & Safety	4,015	2,000	(2,015)		(2,015)	200.8%	
4005 Training	2,920	5,000	2,080		2,080	58.4%	
4010 Travelling Expenses	188	750	562		562	25.1%	
4020 Miscellaneous Expenses	953	2,000	1,047		1,047	47.6%	
4023 Subscriptions	1,919	2,500	581		581	76.8%	
4025 Insurances	9,339	9,000	(339)		(339)	103.8%	
4027 Bookkeeping	1,955	1,250	(705)		(705)	156.4%	
4028 Office Internet	0	250	250		250	0.0%	
4029 Photocopier Usage Fee	370	2,500	2,130		2,130	14.8%	
4031 Computer	6,411	5,000	(1,411)		(1,411)	128.2%	
4040 Community Car Scheme	2,199	6,000	3,801		3,801	36.6%	
4041 Grants S137	0	1,000	1,000		1,000	0.0%	
4042 Local Grants	10,623	3,000	(7,623)		(7,623)	354.1%	
4044 Highway Improvements	0	1,000	1,000		1,000	0.0%	
4051 Bank Charges	224	500	276		276	44.8%	
4055 Judicial Review Claim	64,456	45,000	(19,456)		(19,456)	143.2%	
4056 Consultancy	375	3,000	2,625		2,625	12.5%	
4057 Audit Fees	335	2,500	2,165		2,165	13.4%	
4058 Legal Fees	5,579	10,000	4,421		4,421	55.8%	
4059 Civic Reception	0	1,000	1,000		1,000	0.0%	
4060 Civic Allowances	0	1,000	1,000		1,000	0.0%	
4061 Elections	3,036	0	(3,036)		(3,036)	0.0%	
4099 Contingency	0	1,000	1,000		1,000	0.0%	
4121 Telephone	3,751	2,500	(1,251)		(1,251)	150.1%	
4122 Postages	0	500	500		500	0.0%	
4123 Stationery	188	2,000	1,812		1,812	9.4%	
4140 Fuel	287	0	(287)		(287)	0.0%	
4147 Photocopier Lease payments	1,345	1,500	155		155	89.7%	
4190 Equipment Purchase	539	2,000	1,461		1,461	26.9%	
4230 Supplies	292	250	(42)		(42)	116.9%	
4231 Advertising	210	1,000	790		790	21.0%	

Detailed Income & Expenditure by Budget Heading 28/02/2022

Month No: 11

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4298 Covid General Expenses	740	500	(240)		(240)	148.0%	
4300 Premises Licence	541	500	(41)		(41)	108.2%	
Administration :- Indirect Expenditure	<u>334,545</u>	<u>426,000</u>	<u>91,455</u>	<u>0</u>	<u>91,455</u>	<u>78.5%</u>	<u>0</u>
Net Income over Expenditure	<u>248,991</u>	<u>155,549</u>	<u>(93,442)</u>				
<u>112 Street Lights</u>							
4400 Events & Communication	0	25,000	25,000		25,000	0.0%	
4402 Public Lighting	13,455	5,000	(8,455)		(8,455)	269.1%	
Street Lights :- Indirect Expenditure	<u>13,455</u>	<u>30,000</u>	<u>16,545</u>	<u>0</u>	<u>16,545</u>	<u>44.8%</u>	<u>0</u>
Net Expenditure	<u>(13,455)</u>	<u>(30,000)</u>	<u>(16,545)</u>				
<u>113 Toilets</u>							
1050 Income	2,306	0	(2,306)			0.0%	
Toilets :- Income	<u>2,306</u>	<u>0</u>	<u>(2,306)</u>				<u>0</u>
4001 Other Employment Costs	192	0	(192)		(192)	0.0%	
4110 Rates	193	1,750	1,557		1,557	11.0%	
4112 Water	610	750	140		140	81.3%	
4113 Electricity	1,121	750	(371)		(371)	149.4%	
4145 Maintenance/Repairs	130	500	370		370	26.0%	
4190 Equipment Purchase	0	100	100		100	0.0%	
4220 Cleaning	0	100	100		100	0.0%	
4230 Supplies	36	500	464		464	7.2%	
4255 Safety Checks	0	200	200		200	0.0%	
Toilets :- Indirect Expenditure	<u>2,281</u>	<u>4,650</u>	<u>2,369</u>	<u>0</u>	<u>2,369</u>	<u>49.1%</u>	<u>0</u>
Net Income over Expenditure	<u>25</u>	<u>(4,650)</u>	<u>(4,675)</u>				
<u>114 Christmas Lights</u>							
1050 Income	0	1,000	1,000			0.0%	
Christmas Lights :- Income	<u>0</u>	<u>1,000</u>	<u>1,000</u>			<u>0.0%</u>	<u>0</u>
4230 Supplies	0	500	500		500	0.0%	
4255 Safety Checks	0	500	500		500	0.0%	
4400 Events & Communication	12,317	10,000	(2,317)		(2,317)	123.2%	
Christmas Lights :- Indirect Expenditure	<u>12,317</u>	<u>11,000</u>	<u>(1,317)</u>	<u>0</u>	<u>(1,317)</u>	<u>112.0%</u>	<u>0</u>
Net Income over Expenditure	<u>(12,317)</u>	<u>(10,000)</u>	<u>2,317</u>				

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
115 Archive							
4010 Travelling Expenses	0	100	100		100	0.0%	
4023 Subscriptions	0	25	25		25	0.0%	
4121 Telephone	0	100	100		100	0.0%	
4122 Postages	0	25	25		25	0.0%	
4123 Stationery	0	100	100		100	0.0%	
4145 Maintenance/Repairs	180	0	(180)		(180)	0.0%	
4230 Supplies	59	100	41		41	59.0%	
Archive :- Indirect Expenditure	239	450	211	0	211	53.1%	0
Net Expenditure	(239)	(450)	(211)				
116 Attleborough Neighbourhood Pla							
4400 Events & Communication	0	5,000	5,000		5,000	0.0%	
Attleborough Neighbourhood Pla :- Indirect Expenditure	0	5,000	5,000	0	5,000	0.0%	0
Net Expenditure	0	(5,000)	(5,000)				
118 Events							
1393 Income Events	703	0	(703)			0.0%	
Events :- Income	703	0	(703)				0
Net Income	703	0	(703)				
201 Open Spaces							
1000 Booking Fees	290	500	210			58.0%	
1050 Income	15,851	2,000	(13,851)			792.6%	
1100 Allotment Income	11,054	1,300	(9,754)			850.3%	
1105 Burial Fees	10,799	15,000	4,201			72.0%	
1106 Sports Letting	1,930	1,000	(930)			193.0%	
1107 Wayleaves	62	0	(62)			0.0%	
1150 Re-imbursement of Utilities	190	0	(190)			0.0%	
1152 Repayment church wall damage	600	0	(600)			0.0%	
Open Spaces :- Income	40,777	19,800	(20,977)			205.9%	0
4020 Miscellaneous Expenses	695	500	(195)		(195)	139.0%	
4022 Cemetery Refunds	80	0	(80)		(80)	0.0%	
4110 Rates	868	700	(168)		(168)	124.0%	
4112 Water	1,309	1,000	(309)		(309)	130.9%	
4113 Electricity	1,050	500	(550)		(550)	210.1%	

Detailed Income & Expenditure by Budget Heading 28/02/2022

Month No: 11

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4123 Stationery	0	50	50		50	0.0%	
4140 Fuel	2,474	2,000	(474)		(474)	123.7%	
4143 Equipment Hire	0	750	750		750	0.0%	
4144 Tree Work	0	2,000	2,000		2,000	0.0%	
4145 Maintenance/Repairs	10,755	25,000	14,245		14,245	43.0%	
4146 Play Equipment	0	5,000	5,000		5,000	0.0%	
4190 Equipment Purchase	4,876	3,000	(1,876)		(1,876)	162.5%	
4225 Refuse Collections	3,382	1,750	(1,632)		(1,632)	193.3%	
4230 Supplies	7,725	7,500	(225)		(225)	103.0%	
4255 Safety Checks	515	1,000	486		486	51.5%	
4295 Cemetery expenses	0	1,000	1,000		1,000	0.0%	
4296 Company Vehicle	21,225	1,500	(19,725)		(19,725)	1415.0%	
4298 Covid General Expenses	70	1,000	930		930	7.0%	
4300 Premises Licence	0	200	200		200	0.0%	
4400 Events & Communication	0	1,000	1,000		1,000	0.0%	
4501 Play Areas Consultancy	0	1,000	1,000		1,000	0.0%	
Open Spaces :- Indirect Expenditure	55,023	56,450	1,427	0	1,427	97.5%	0
Net Income over Expenditure	(14,246)	(36,650)	(22,404)				
<u>210 Attleborough in Bloom</u>							
1050 Income	0	750	750			0.0%	
Attleborough in Bloom :- Income	0	750	750			0.0%	0
4230 Supplies	0	250	250		250	0.0%	
4400 Events & Communication	49	500	451		451	9.8%	
Attleborough in Bloom :- Indirect Expenditure	49	750	701	0	701	6.6%	0
Net Income over Expenditure	(49)	0	49				
<u>211 Markets</u>							
1050 Income	340	1,000	660			34.0%	
Markets :- Income	340	1,000	660			34.0%	0
4001 Other Employment Costs	0	500	500		500	0.0%	
4123 Stationery	0	50	50		50	0.0%	
4230 Supplies	0	50	50		50	0.0%	
4298 Covid General Expenses	0	200	200		200	0.0%	
4400 Events & Communication	0	500	500		500	0.0%	
Markets :- Indirect Expenditure	0	1,300	1,300	0	1,300	0.0%	0
Net Income over Expenditure	340	(300)	(640)				

04/03/2022

Attleborough Town Council Current Year

15:44

Detailed Income & Expenditure by Budget Heading 28/02/2022

Month No: 11

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>290 Open Spaces Capital Exps.</u>							
4190 Equipment Purchase	540	40,000	39,460		39,460	1.4%	
4194 Litter bins	2,842	1,500	(1,342)		(1,342)	189.5%	
	<u>3,382</u>	<u>41,500</u>	<u>38,118</u>	<u>0</u>	<u>38,118</u>	<u>8.1%</u>	<u>0</u>
Open Spaces Capital Exps. :- Indirect Expenditure							
Net Expenditure	<u>(3,382)</u>	<u>(41,500)</u>	<u>(38,118)</u>				
<u>301 Town Hall</u>							
1000 Booking Fees	9,332	5,000	(4,332)			186.6%	
1005 Office Rents	0	3,000	3,000			0.0%	
1007 Bar Rent	0	500	500			0.0%	
	<u>9,332</u>	<u>8,500</u>	<u>(832)</u>			<u>109.8%</u>	<u>0</u>
Town Hall :- Income							
4020 Miscellaneous Expenses	75	0	(75)		(75)	0.0%	
4110 Rates	12,350	12,500	150		150	98.8%	
4111 Gas	2,625	1,500	(1,125)		(1,125)	175.0%	
4112 Water	781	1,000	219		219	78.1%	
4113 Electricity	2,208	3,000	792		792	73.6%	
4145 Maintenance/Repairs	1,296	3,500	2,204		2,204	37.0%	
4190 Equipment Purchase	998	2,000	1,002		1,002	49.9%	
4220 Cleaning	495	1,500	1,005		1,005	33.0%	
4225 Refuse Collections	5,650	2,000	(3,650)		(3,650)	282.5%	
4230 Supplies	1,768	1,500	(268)		(268)	117.8%	
4231 Advertising	0	100	100		100	0.0%	
4255 Safety Checks	180	600	420		420	30.0%	
4257 Major Repairs	0	1,000	1,000		1,000	0.0%	
4298 Covid General Expenses	0	500	500		500	0.0%	
4300 Premises Licence	180	250	70		70	72.0%	
	<u>28,606</u>	<u>30,950</u>	<u>2,344</u>	<u>0</u>	<u>2,344</u>	<u>92.4%</u>	<u>0</u>
Town Hall :- Indirect Expenditure							
Net Income over Expenditure	<u>(19,274)</u>	<u>(22,450)</u>	<u>(3,176)</u>				
<u>311 TIC</u>							
1050 Income	8	0	(8)			0.0%	
	<u>8</u>	<u>0</u>	<u>(8)</u>				<u>0</u>
TIC :- Income							
4122 Postages	0	10	10		10	0.0%	
4123 Stationery	0	50	50		50	0.0%	
4127 Gifts	0	20	20		20	0.0%	
4230 Supplies	0	100	100		100	0.0%	
	<u>0</u>	<u>180</u>	<u>180</u>	<u>0</u>	<u>180</u>		<u>0</u>
TIC :- Indirect Expenditure							
Net Income over Expenditure	<u>8</u>	<u>(180)</u>	<u>(188)</u>				

Continued over page

Month No: 11

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>501 Contingency</u>							
4400 Events & Communication	0	25,000	25,000		25,000	0.0%	
Contingency :- Indirect Expenditure	0	25,000	25,000	0	25,000		0
Net Expenditure	0	(25,000)	(25,000)				
Grand Totals:- Income	637,002	612,599	(24,403)			104.0%	
Expenditure	449,897	633,230	183,333	0	183,333	71.0%	
Net Income over Expenditure	187,105	(20,631)	(207,736)				
Movement to/(from) Gen Reserve	187,105						

Request to use Queens Square

From Revd Matthew Jackson - We usually have a short Act of Witness in Queens Square on Good Friday (15th April 2022) at 11.30am, where we have a bible reading and say a prayer.

Would this be ok with the Town Council?

Best Wishes

Matthew



Norfolk County Council

Community and Environmental Services
County Hall
Martineau Lane
Norwich
NR1 2SG

via e-mail

NCC contact number: 0344 800 8020
Textphone: 0344 800 8011

Clerk to Attleborough Town Council
enquiries@attleboroughtc.org.uk

Your Ref:

Date: 9 March 2022

My Ref:

Tel No.:

Email:

KHU Attleborough/LV

0344 800 8020

streetlighting.pt@norfolk.gov.uk

Dear Ms Barron

Development at Norwich Road, Attleboroug – 9/3/13/1161

By: Clarion HG

The County Council will not accept responsibility for street lighting on this estate as it is considered that there is no highway need.

If your Council requires lighting and wishes to accept its future responsibility then it must be to a footway lighting standard, (Where no street lamp is mounted above 13 feet (3.9 metres) or where no street lamp is mounted more than 20 feet (6 metres) above ground level and there is at least one interval of more than 50 yards (45.75 metres)) between adjacent street lamps in the system) but the actual positions and equipment used is your Council's decision subject to the County Council's approval as Highway Authority.

Would you please complete the attached form and return it to me in order that I may know your Council's requirements.

Yours sincerely

L Vincent

Laura Vincent
Electrical Services Technician

Encl

Continued.../



To: Highways Maintenance Manager
Community and Environmental Services
County Hall
Martineau Lane
NORWICH
NR1 2SG

For the Attention of the Street Lighting Section

Development at Norwich Road, Attleborough – 9/3/13/1161

By Clarion HG

Please select which statement applies to your Council, as the local lighting authority:

(Please tick one statement only)

The local lighting authority does not want street lighting to be installed on the above development.	
The local lighting authority would like street lighting to be provided on the above development and wishes to accept responsibility for it. The lighting will be designed and installed to a footway lighting standard.	

Name (Print): _____ Signed: _____

On behalf of the local lighting authority

You may wish to keep a copy of this for your records.