



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 Events & Communications Committee Held on Monday 9th May 2022 at 6.00pm Held at the Town Hall, Queens Square.

Present:

Cllr T Taylor Cllr D Lane Cllr V Dale Cllr A Smith
Cllr P Wenham Cllr J Ellis Cllr S MacKinnon
In attendance – Michelle Barron – Clerk
A Willett – Clerks Assistant (minute taker)

64.21) Apologies for absence - Cllr Tyrer

65.21) 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

66.21) Minutes to accept and approve the minutes of the meeting held 11th April 2022

Cllr Taylor requested amendment to **Min 59.21** correction to spelling Ry's Bar. On the motion of Cllr Taylor, seconded by Cllr Wenham, it was

RESOLVED to approve the minutes of 11th April 2022 with the amendment

ACTION: TOWN CLERK

67.21) Matters Arising

Cllr Lane gave an update

- Youth Event and Saturday Parade both in hand
- Hire of toilets cancelled
- Army Cadets have been asked and Ry's Bar & Grill co-ordination Teddy Bears Picnic
- Street parties still to be addressed
- Book marks ordered
- Planting trees handed to Environment Committee and Scouts planting some

68.21) Public Participation - None present

069.21 Jubilee Budget Update –

No sponsorship had been received and out of £5,000 there is £1,314 left to spend. Items purchased included

- Bookmarks, flags, bunting and picnic boxes
- Gifts for school children
- Donations to Attleborough Heritage Group and Youth people
- Banners, Face painting and games for Saturday

- Children's disco arranged but times had to be slightly altered
- Cllr Dale would like to donate the funding from the stocks

070.21) Jubilee suggestions and alterations

- a) Town Clerk had meeting with Ignite but there were valid reasons not to hold event at the Dell which included safeguarding issues in getting to and from the area and it being a residential area. They have requested to change venue to Queens Square and are happy to risk assessments and run the event but would like to have Councillors present and would be grateful for a contribution of £100 to firewood and hot dogs/hot chocolate.

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

RESOLVED to accept and approve the request to use Queens Square and contribution of £100

- b) Pride Homecare Event

Cllr Lane read out their letter and after a discussion

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

RESOLVED to refuse current application and write a letter to ask them to submit a proposal at the next meeting and postpone advertising until permission granted.

ACTION: TOWN CLERK

- c) Decorating the town –

Proposed date 21st/22nd May

- d) Lightbulb change

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

RESOLVED to purchase four purple light bulbs for the outside lanterns on the front of the Town Hall

ACTION: TOWN CLERK/JE

071.21) Jubilee Programme – A5 leaflet and distribution

Cllr Lane stated it would cost £500 to produce and £500 to distribute it. There could be a page for all the entries for logo competition and there would be lots of local shops willing to take and distribute which would save money.

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

RESOLVED to go ahead and produce an 8-page Jubilee programme and distribute as discussed.

072.21) Public Participation (10 minutes) - None present

073.21) Correspondence - None received

074.21) Any other business that the Chair feels is urgent

Cllr Mackinnon gave an update on responses from local businesses with the vast majority either given or promised tombola prizes and very receptive to the window display.

Cllr Taylor reported there had been a good take up on the stalls with a possible thirteen and eleven for the Teddy Bears Picnic. Also Tony Perkins could supply sausages for the Beacon lighting at a discounted price.

075.21) Date and time of next meeting.

23rd May 2022

Meeting closed 6.40pm.