



**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  
Events & Communications Committee  
Held on Monday 23<sup>rd</sup> May 2022 at 7.00pm  
Held at the Town Hall, Queens Square.**

**Present:**

Cllr D Lane    Cllr V Dale            Cllr A Smith    Cllr R Bond  
Cllr J Ellis    Cllr S Mackinnon    Cllr R Redfern  
In attendance – A Willett – Clerks Assistant (minute taker)  
Public x 2

**001.22) Election of Committee Chairman**

On the motion of Cllr Dale, seconded by Cllr Mackinnon, it was  
**RESOLVED** to elect Cllr Lane as Committee Chairman for the municipal year 2022-23

**002.22) Election of Committee Vice-Chairman**

On the motion of Cllr Dale, seconded by Cllr Lane, it was,  
**RESOLVED** to elect Cllr Smith as Committee Vice-Chairman for the municipal year 2022-23

**003.22) Apologies for absence -**

Cllr Taylor  
Cllr Wenham

**004.22) 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

**005.22) Minutes to accept and approve the minutes of the meeting held 9<sup>th</sup> May 2022**

On the motion of Cllr Mackinnon, seconded by Cllr Dale, it was  
**RESOLVED** to approve the minutes of 9<sup>th</sup> May 2022  
**ACTION: TOWN CLERK**

**006.22) Matters Arising - None**

**007.22) Public Participation –**

Cliff Amos AHG stated they were happy to pay for hall hire on 2<sup>nd</sup> June as it was a fund raising event but they had asked if there would be a small grant of £100 available. Cllr Dale said Breckland had monies available.

**008.22) Attleborough Heritage Group use of Town Hall Charges**

Carrying on the discussion Cllr Lane had already spoken with the Town Clerk and it was suggested as AHG were decorating the Town Hall their events would be free of charge. On the motion of Cllr Lane, seconded by Cllr Bond, it was **RESOLVED** to waiver the hire charge for the Thursday as well as the Saturday as a thank you for decorating the hall for the Jubilee

**ACTION: TOWN CLERK**

#### **009.22) PA System**

After a brief discussion which included the use of electricity on Queens Square On the motion of Cllr Lane, seconded by Cllr Dale, it was **RESOLVED** to do more research for a PA system for the next Events meeting and hire one for the Jubilee

**ACTION: TOWN CLERK/AS**

#### **010.22) Pride Jubilee Event**

On the motion of Cllr Lane, seconded by Cllr Bond, it was **RESOLVED** to offer use of Queens Square but to point out members of public would be using it. The public toilets and the Town hall toilets would be available.

**ACTION: TOWN HALL OFFICE**

#### **011.22) Application for an Alcohol Licence -**

For information we do have an alcohol licence in place should we need it.

#### **012.22) Jubilee Update**

- Bunting started to be put up with another delivery due
- Beacon event on Thursday, we are making our own. As the Scouts are lighting the beacon Cllr Mackinnon had met with Glynis today to discuss. Town Clerk had fire assessment in hand. We would be advised by Fire Brigade and ask them to extinguish it. Cllr Mackinnon would continue to liaise. Locally sourced Hot dogs would be available at a very reasonable cost.
- Children's disco available, tickets would be issued to be completed by parent and this would include a password.
- Ignite holding an event and have expressed it would be nice to see some Councillors attending.
- Parade to start at Edenside leaving at 12.20pm, road closures in place and we have manpower in place
- Moving onto Queens Square there will be stalls and games and we are looking for Councillors to help with this event.

#### **013.22) Public Participation (10 minutes) –**

Will there be a 3-hour limit on Queens Square over Jubilee period?

Cllr Lane was not aware there had been any change made, our Town Clerk had been making enquiries but was on Annual leave and would check on her return.

#### **014.22) Correspondence -**

A request from Ignite for a stall on Queens Square on Saturday 4<sup>th</sup> June 2022 was discussed and agreed to.

#### **015.22) Any other business that the Chair feels is urgent**

Art Exhibition August Bank Holiday weekend and already have 16 boards booked for that but would be added on the next agenda

**016.22) Date and time of next meeting.**

Monday 13<sup>th</sup> June 2022 at 7pm

Meeting closed 7.40pm

DRAFT