



**You are summoned to the Meeting of Attleborough Town Council
To be held on Monday 5th September 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
30th August 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 Public Participation (10 Minutes)

5 Minutes of the Annual Town Council meeting held on 1st August 2022

For acceptance and approval.

6 Planning Matters

a) **Planning Applications** (Applications agreed and responses made) – for confirmation by members

b) **Planning Applications** (Not due yet)

3PL/2022/0906/F – ATTLEBOROUGH: The Hall, 31 Norwich Road – Construction of building for dairy cow kennels, silage storage pad & slurry lagoon.

3PL/2022/0839/A – Junction of Carvers Lane & Blackthorn Road – Advert consent for one New Homes Development Signs for Places for People

3PL/2022/0685/A – Land at West Carr Road & Carvers Lane - Advert consent for one New Homes Development Signs for Places for People

3PL/2022/0942/D – ATTLEBOROUGH: Land East of Hargham Road – Reserved Matters application following outline permission 3PL/2019/0500/O for residential development of 100 dwellings

3OB/2022/0049/OB – ATTLEBOROUGH: Land South of New Road & Hargham Road – Modify the planning obligation on 3PL/2017/1171/O – To change tenure on 5 units from shared ownership to social rent.

3OB/2022/0050/OB- ATTLEBOROUGH: Land at Haverscroft House Farm, London Road - Application to discharge the planning obligation on 3PL/2016/0325/F – S106 Agreement, Schedule 3 – Education Contribution Clause 1.1 & 1.2 – Payment of 100% Primary Education Payment

3PL/2022/0971/EU – ATTLEBOROUGH: The Cabin Hargham Road – Building used as an independent dwelling – certificate of lawfulness – existing use- Request for any historic information

7 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 – for information
- e) Income & Expenditure July 2022 – for information
- f) Option to opt out of the SAAA central external auditor appointment arrangements – for acceptance and approval

8 New Water Connection Queens Square – for acceptance and approval

9 Attcare Presentation – for information

10 Proposal for a contribution request towards the costs of the Christmas Lights – for acceptance and approval

11 Proposal to go to tender for a single CCTV company to provide a solution for coverage for Wheel Park, Public Toilets, Queens Square – for acceptance and approval

12 Anti-Social Behaviour – for consideration

13 Community Car Scheme - for consideration

14 Councillors Reports

15 Correspondence

- a) Request from Edwards Court – for consideration
- b) Request potential speed limit on Long Street – for consideration
- c) Local Flavours 2022 – for information
- d) Request from resident for Cygnet Close Play Area – for consideration
- e) Residents' concerns regarding The Dell – for consideration
- f) Request from St Marys Church for Funding for Community Projects – for consideration
- g) Request for Litter Picking Equipment – for consideration
- h) Re-organisation of Community Governance order – Attleborough/Gt Ellingham – for information
- i) Resident request regarding street light – for consideration
- j) Request to Use Gaymers Meadow – for consideration

16 Public Participation (10 Minutes)

17 Any items which the Chairman decides are urgent

For discussion only.

18 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.

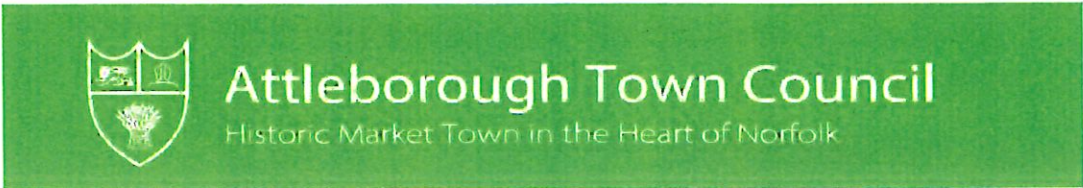
19 Attleborough Leisure Centre Project – Breckland proposal for consideration

20 Breckland proposal for Gaymers – for consideration

Expected Meeting Length is 2 Hours

Town Hall, Queens Square, Attleborough, Norfolk, NR17 2AF

01953 456194 enquires@attleboroughtc.org.uk www.attleboroughtc.org.uk



**Minutes of the meeting of the Attleborough Town Council
 Held on Monday, 1st August 2022 at 7.00 pm
 Held at the Town Hall, Queens Square.**

Present:

Cllr P Leslie - presiding
 Cllr A Westby Cllr D Lane Cllr R Redfern Cllr A Smith Cllr J Ellis Cllr P Wenham
 Cllr R Bond Cllr E Tyrer Cllr T Taylor Cllr S Mackinnon Cllr K Montague
 In attendance – Michelle Barron – Town Clerk
 Public x 7, Chris Criscione, MPC

053.22) Mayors Welcome – Cllr Leslie opened the meeting and congratulated the Lionesses on their victory.

054.22) Apologies for absence –
 Cllr Busk – Unwell
 Cllr Dale – Holiday

055.22) Declarations of Interest

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

Cllr T Taylor – Item 12c
 Cllr J Ellis – Item 12c

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

056.22) Public Participation -

RESOLVED that the meeting be adjourned to allow the Public to speak – see notes attached

057.22) Minutes of the Town Council meeting held on 4th July 2022

Cllr Lane queried **Min 046.22** to “submit a request for total costs” should have read “submit a request for a donation they want”

After further discussions Cllr Taylor left the meeting

Cllr Leslie asked Cllrs how many of you thought we were going to pay for Christmas Lights or by show of hands just indicate we were going to pay a contribution. Cllrs indicated by show of hands they thought it was just a contribution. A separate motion could be made to clarify position, Town Clerk advised to make a special motion to strip previous motion from records.

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

RESOLVED to remove previous motion from records

On the motion of Cllr Lane, seconded by Cllr Smith, it was
RESOLVED - to accept the minutes of the Town Council meeting held on 4th July 2022 with the amendment to Min 046.22.

ACTION: TOWN CLERK

058.22) Co-Option of Councillor

Two candidates each presented their application for the vacancy
Cllr Smith, seconded by Cllr Redfern, nominated Dominic De Souza
Cllr Wenham, seconded by Cllr Ellis, nominated Tina Drewry, it was
RESOLVED by a majority vote to co-opt Dominic De Souza as Town Councillor, a Declaration
of Acceptance Office form would be prepared by the office for signature. Cllr De Souza then
took his seat with the members for the remainder of the meeting.

ACTION: TOWN CLERK

059.22 Lomond Road Repair Quote

On the motion of Cllr Smith, seconded by Cllr Redfern, it was
RESOLVED to accept the quote from Online Play option 2 Inclusive Roundabout & surfacing
£14,406.53 + Vat £2,881.31 Total £17,287.84

ACTION: TOWN CLERK

060.22 Benches Proposal

On the motion of Cllr Bond, seconded by Cllr Lane, it was
RESOLVED to accept and approve 4 benches from Supplier 3 Captain's Treble Seat and 2
benches from Supplier 2 Hyde Park Seat
On the motion of Cllr Westby, seconded by Cllr Ellis, it was
RESOLVED to accept and approve to purchase an additional accessible picnic bench at Decoy
Common

ACTION: TOWN CLERK

061.22) Planning Matters

a) Planning Applications –

On the motion of Cllr Bond, seconded by Cllr Tyrer, it was
RESOLVED to approve and accept the recommendations already agreed and submitted prior
to meeting.

b) Planning Applications

3PL/2000/1007/O & 3PL/1995/0737/O – Land South of Besthorpe Road – To obtain
confirmation from the council that the obligations within the agreements have been fulfilled
and discharged. – No objections

3PL/2022/0685/A - Land at West Carr Road & Carvers Lane - Advert consent for one New
Homes Development Signs for Places for People – No objections

3PL/2022/0839/A - Junction of Carvers Lane & Blackthorn Road - Advert consent for one New
Homes Development Signs for Places for People – No objections

3PL/2022/0808/HOU - 26 Croft Green - Single Storey Rear Extension – No objections.

3PL/2022/0826/F - Queens House, Queens Square - Installation of 1.8m timber fencing to
create private amenity balcony to the rear – No objections.

ACTION: TOWN CLERK

062.22) Financial Matters

a) To authorise payments –

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

RESOLVED to accept and approve the following payment list dated 1 August 2022
Total £17,914.12

b) To agree direct debits –

On the motion of Cllr Tyrer, seconded by Cllr Lane, it was
RESOLVED to approve and accept the direct debit list dated August 2022
Total £3,876.32

c) To receive Income –

On the motion of Cllr Montague, seconded by Cllr Bond, it was
RESOLVED to approve and accept the income list for July 2022
Total £8,870.95

d) Income & Expenditure June 2022 – Noted for information

ACTION: TOWN CLERK

063.22) Councillors Reports

- Cllr Bond informed members as a representative on ATTCARE they are looking for additional funding to produce and widely distribute the report that had been carried out. They have approached local businesses for funding but need another £2,000.00
- Cllr Smith had attended a SNAP meeting with Cllrs Lane and Dale along with representatives from Rockland, Ellingham and Quidenham parish councils. Discussions took place on existing priorities such as speeding within Town centre and increased police visibility. Copies of notes available if required.

064.22) Correspondence

a) Request to use the Recreation ground for exercise classes –

On the motion of Cllr Montague, seconded by Cllr Tyrer, it was
RESOLVED – to approve in principle, to recommend they contact Football Club or Scouts regarding storage, also ensure correct insurance etc. in place.

b) Request from Mind to use offices for free mental health support –

On the motion of Cllr Westby, seconded by Cllr Tyrer, it was
RESOLVED to accept and approve the request from Mind to use offices for free mental health support

c) Request for funding from the Christmas Light Committee. –

On the motion of Cllr Leslie, seconded by Cllr Westby, it was
RESOLVED – we as a Council are happy to support the Christmas Lights but are asking the Christmas Lights Committee to put a proposal for a contribution request to the Council towards the costs of the Christmas Lights

On the motion of Cllr Leslie, seconded by Cllr Tyrer, it was
RESOLVED – we are inviting the Christmas Lights Committee to make a proposal to the Council evidenced asking for a contribution from the Council
Regarding the electric Cllr Leslie suggested we ask the Clerk to look at historic data of the electric costs in preparation to come back to Council

d) Request from Attleborough Football Club –

On the motion of Cllr Tyrer, seconded by Cllr Westby, it was
RESOLVED – ATC would support as the landowners the request from Attleborough Football Club in their grant application

065.22) Public Participation (10 Minutes) –

RESOLVED that the meeting be adjourned to allow the Public to speak – see notes attached

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

Cllr Leslie thanked everybody doing the work on the projects going forward, it is nice to see some real progress.

Meeting closed 8.50pm

Public Participation 1st Session

- Resident queried no paper agendas available
 - Residents complaint
 - Cllr Leslie waiting for resident to respond
 - Resident queried how ATC were going to comply with opening hours on Skate Park
 - Cllr Leslie informed they were looking at CCTV cameras but due to residents' tone would not be sharing any further information at this time
 - Resident left the meeting.
-
- Chris from Homes England gave an update regarding SUE, in effect the plan has not changed, we still have ambition to amend the original outline planning application with minor amendments, better drainage and better layout for Link Road. However, two new applications have come forward and have been submitted in order to keep the planning with no intention to influence them. As a Town Council you are not going to be consulted on the applications and everyone's focus is on the ones I presented to you before.
-
- Resident queried if the three-hour parking restriction was causing a problem
 - Breckland has a portal open on their website for comments which we would encourage you to use. There is news coming but that has not been released publically yet.

Public Participation 2nd Session

- Resident queried whether the 1925-26 By Laws still applied to the Recreation Ground and would they still be relevant regarding future plans for the area
- Cllr Leslie did not see any conflicts that exist and there is nothing that we are planning to do on the Recreation Ground which goes outside of the current usage. There may be with the new Wheel Park an improvement over existing facilities.

6a)

Planning Applications received to-date

3PL/2022/0852/F - ATTLEBOROUGH: Land off Carvers Lane – Erection of 9 dwellings –No Comments

3PL/2022/0812/VAR – ATTLEBOROUGH: Land off Carvers Lane – Variation of Condition(s) No 2 on 3PL/2014/1264/F – Amendment to approved plans & documents to include new plans to allow for smaller units more suitable for the applicant (Places for People) – No comments

3PL/2022/0871/HOU- ATTLEBOROUGH: 52 Plasset Drive – Part single, Part Two Storey Side Extension – No Objections

3PL/2022/0826/F - ATTLEBOROUGH: Queens House, Queens Square – Installation of 1.8m timber fencing to create private amenity balcony to the rear – No objections

3PL/2022/0867/F – ATTLEBOROUGH: Cakes Hill Barn, Ellingham Road – Planning permission for the continued use of Cakes Hill Barn as a holiday let, as temporarily approved under BDC reference 3PL/2020/1335/CU – No objections

3PL/2022/0885/D – ATTLEBOROUGH: Land north of Blackthorn Road – Approval of Reserved Matters (14 dwellings) following Outline Approval on 3PL/2019/0717/O - & Discharge of Conditions 4,5,6,7,10,11, & 17 - We support the original refusal for this site being rejected as stated the site is outside the designated settlement boundary of Attleborough and would significantly harm the intrinsic character & beauty of the Countryside contrary to Policies GEN05 & ENV05 of the Breckland Local Plan (adopted 2019). Also the highways issues with it being so close to a major town junction.

Looking at the plans I would say this area also acts as a green buffer between the A11 and the houses on Blackthorn Road.

6 b)

Anne Willett

From: Michelle Barron
Sent: 16 August 2022 13:23
To: Anne Willett
Subject: FW: Planning Consultation PC 3PL/2022/0906/F

From: planning@breckland.gov.uk <planning@breckland.gov.uk>
Sent: 15 August 2022 13:04
To: Michelle Barron <townclerk@attleboroughtc.org.uk>
Subject: Planning Consultation PC 3PL/2022/0906/F

CONSULTATION - FULL

REFERENCE: 3PL/2022/0906/F

PROPOSAL: Construction of building for dairy cow kennels, silage storage pad and slurry lagoon

LOCATION: ATTLEBOROUGH: The Hall, 31 Norwich Road

APPLICANT: J&J Salter

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](#)

Representations should be made either online on the Breckland website at:

<https://url6.mailanyone.net/scanner?m=1oNYp5-0008xJ-5I&d=3%7Cmail%2F90%2F1660564800%2F1oNYp5-0008xJ-5I%7Cin6d%7C57e1b682%7C26595217%7C13522537%7C62FA362FD916A5B49F433C63AB902512&s= CaEJJFueKaUmU95St5Hie05sc4&o=https%3A%2F%2Fwww.breckland.gov.uk%2Fplanning> or by email to planning@breckland.gov.uk

Alternatively if you are unable to submit comments electronically please forward your comments in writing by **6th September 2022**, quoting the above reference number. Representations submitted in relation to planning applications will be available for public inspection.

Anne Willett

From: Michelle Barron
Sent: 22 August 2022 10:24
To: Anne Willett
Subject: FW: DC Consultations for Amendments

From: planning@breckland.gov.uk <planning@breckland.gov.uk>
Sent: 21 August 2022 14:34
To: Michelle Barron <townclerk@attleboroughtc.org.uk>
Subject: DC Consultations for Amendments

002 - CONSULTATION AMENDMENTS - ADVERTISEMENT

REFERENCE: 3PL/2022/0839/A
PROPOSAL: Advert consent for one New homes Development Signs for Places for People
LOCATION: Junction of Carvers Lane & Blackthorn Road
APPLICANT: Places for People Ltd
CASE OFFICER: Katie Arnold
AMENDMENT: Amended plans

The Council has received revised details for planning permission as shown above and would be pleased to receive any observations you may wish to make. You can view the application by clicking on the link below and use the 'Comment on this application' button to leave your observations.

[Click here to view the application documents](#)

To help us provide a more efficient service please use the quick consultee response link below

[Quick Consultees Register your comments here](#)

PLEASE NOTE: Representations should be made either online on the Breckland website at:

https://url6.mailanyone.net/scanner?m=1oPI5V-0009q9-4c&d=3%7Cmail%2F90%2F1661088600%2F1oPI5V-0009q9-4c%7Cin6m%7C57e1b682%7C26595217%7C13522537%7C6302344980FFB7C3B6B350CC04244E63&s=IMjQYp6der2Vjncmwq_Qz3HhUdo&o=https%3A%2F%2Fwww.breckland.gov.uk%2Fplanning or
by email to planning@breckland.gov.uk

Alternatively please forward your comments in writing by **12th September 2022**, quoting the above reference number. Representations submitted in relation to planning applications will be available for public inspection.

Please note your comments will also be seen on our website, along with your name, signature, address and any contact details you supply e.g. telephone number and/or e-mail address. If you are concerned about your contact details and signature appearing on our website, please print your name instead of adding your signature and initial this or send your e-mailed comments as an attachment so that only the

Anne Willett

From: Michelle Barron
Sent: 22 August 2022 10:25
To: Anne Willett
Subject: FW: DC Consultations for Amendments

From: planning@breckland.gov.uk <planning@breckland.gov.uk>
Sent: 21 August 2022 14:34
To: Michelle Barron <townclerk@attleboroughtc.org.uk>
Subject: DC Consultations for Amendments

002 - CONSULTATION AMENDMENTS - ADVERTISEMENT

REFERENCE: 3PL/2022/0685/A
PROPOSAL: Advert consent for one New homes Development Signs for Places for People
LOCATION: Land at West Carr Road & Carvers Lane
APPLICANT: Places for People Group Limited
CASE OFFICER: Katie Arnold
AMENDMENT: Amended plans

The Council has received revised details for planning permission as shown above and would be pleased to receive any observations you may wish to make. You can view the application by clicking on the link below and use the 'Comment on this application' button to leave your observations.

[Click here to view the application documents](#)

To help us provide a more efficient service please use the quick consultee response link below

[Quick Consultees Register your comments here](#)

PLEASE NOTE: Representations should be made either online on the Breckland website at:

<https://url6.mailanyone.net/scanner?m=1oPI5O-0001AF-56&d=3%7Cmail%2F90%2F1661088600%2F1oPI5O-0001AF-56%7Cin6h%7C57e1b682%7C26595217%7C13522537%7C6302344252B8690E2AC4181C2ADF44F2&s=H2gOWosMqIQEDI07rU-GbOJNFgo&o=https%3A%2F%2Fwww.breckland.gov.uk%2Fplanning> or by email to planning@breckland.gov.uk

Alternatively please forward your comments in writing by **12th September 2022**, quoting the above reference number. Representations submitted in relation to planning applications will be available for public inspection.

Please note your comments will also be seen on our website, along with your name, signature, address and any contact details you supply e.g. telephone number and/or e-mail address. If you are concerned about your contact details and signature appearing on our website, please print your name instead of adding your signature and initial this or send your e-mailed comments as an attachment so that only the

Michelle Barron

From: planning@breckland.gov.uk
Sent: 23 August 2022 14:04
To: Michelle Barron
Subject: Planning Consultation PC 3PL/2022/0942/D

CONSULTATION - RESERVED MATTERS

REFERENCE: 3PL/2022/0942/D
PROPOSAL: Reserved Matters application following outline permission 3PL/2019/0500/O for residential development of 100 dwellings
LOCATION: ATTLEBOROUGH: Land East of Hargham Road
APPLICANT: Lovell Partnership Ltd

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](#)

Representations should be made either online on the Breckland website at:

https://url6.mailanyone.net/scanner?m=1oQTaG-0008u3-54&d=3%7Cmail%2F90%2F1661259600%2F1oQTaG-0008u3-54%7Cin6f%7C57e1b682%7C26595217%7C13522537%7C6304D06C4B88724C6CD98260DBC4B4E0&s=6_thPhiXlgPbo3h8azNNJEEu-Qo&o=https%3A%2F%2Fwww.breckland.gov.uk%2Fplanning or by email to planning@breckland.gov.uk

Alternatively if you are unable to submit comments electronically please forward your comments in writing by **14th September 2022**, quoting the above reference number. Representations submitted in relation to planning applications will be available for public inspection.

Any comments that the Town/Parish Council may wish to make should be received by **14th September 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.

[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

Anne Willett

From: Michelle Barron
Sent: 24 August 2022 10:56
To: Anne Willett
Subject: FW: OB Consultation Letter

From: planning@breckland.gov.uk <planning@breckland.gov.uk>
Sent: 24 August 2022 10:34
To: Michelle Barron <townclerk@attleboroughtc.org.uk>
Subject: OB Consultation Letter

NOTIFICATION OF APPLICATION

APPLICATION TO MODIFY OR DISCHARGE A PLANNING OBLIGATION

REFERENCE: 3OB/2022/0049/OB

PROPOSAL: Modify the planning obligation on 3PL/2017/1171/O - To change tenure on 5 units from shared ownership to social rent.

LOCATION: ATTLEBOROUGH: Land South of New Road and Hargham Road

APPLICANT: Orbit Homes East

The above application was accepted on **19th August 2022**.

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 **15th September 2022**.

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

Email disclaimer:

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Anne Willett

From: Michelle Barron
Sent: 26 August 2022 09:41
To: Anne Willett
Subject: FW: OB Consultation Letter

From: planning@breckland.gov.uk <planning@breckland.gov.uk>
Sent: 26 August 2022 09:05
To: Michelle Barron <townclerk@attleboroughtc.org.uk>
Subject: OB Consultation Letter

NOTIFICATION OF APPLICATION

APPLICATION TO MODIFY OR DISCHARGE A PLANNING OBLIGATION

REFERENCE: 3OB/2022/0050/OB

PROPOSAL: Application to discharge the planning obligation on 3PL/2016/0325/F - S106 Agreement, Schedule 3 - Education Contribution Clause 1.1 and 1.2 - Payment of 100% Primary Education Payment

LOCATION: ATTLEBOROUGH: Land at Haverscroft House Farm, London Road

APPLICANT: Orbit Homes(2020)Ltd

The above application was accepted on **23rd August 2022**.

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 **17th September 2022**.

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

Email disclaimer:

The information contained in this email is confidential and intended only for the person or organisation to which it is addressed. If you have received it by mistake, please disregard and notify the sender immediately. Unauthorised disclosure or use of such information may be a breach of legislation or

From: planning@breckland.gov.uk <planning@breckland.gov.uk>
Sent: 30 August 2022 09:35
To: Michelle Barron <townclerk@attleboroughtc.org.uk>
Subject: EU Consultation Letter - PC/WR

CONSULTATION - CERT. LAW.EXIST.USE

REFERENCE: 3PL/2022/0971/EU
PROPOSAL: Building used as an independent dwelling - certificate of
lawfulness - existing use
LOCATION: ATTLEBOROUGH: The Cabin Hargham Road
APPLICANT: Mr John Holdom

With reference to the above application.

This is not an application for planning permission for a building or for a change of use of land. In effect this is a claim that a use has existed for such a length of time, that the use is now the established or legal use.

The purpose of this letter is to request any historic information that you have which will either prove or disprove the statement made by the applicant. With an application of this type, the planning merits of the submission are not relevant, only whether the information supplied is correct or not.

I would welcome any information that you are able to supply by **20th September 2022**.

I trust this is of assistance.

[Click here to leave your comments](#)

[Quick Consultees Register your comments here](#)

7a)

PAYMENTS 5 SEPTEMBER 2022		DESCRIPTION	SERVICE	NET	VAT	TOTAL	BACS/CHQ
PAID TO							
ABATE		PEST CONTROL	O/S	£ 1,198.40	£ 239.68	£ 1,438.08	BACS 12/08/22
BARCLAYCARD COMMERCIAL		JUBILEE PLAQUE, SUMUP CASH MACHINE, BANNERS	ADMIN	£ 358.38	£ 33.46	£ 391.84	BACS 12/08/22
BRECKLAND COUNCIL		2nd INSTAL REPAIRS/MANAGEMENT COSTS	Public Light	£ 19,917.86	£ 3,983.57	£ 23,901.43	BACS 12/08/22
BRECKLAND TYRES		NEW TYRE & PUNCTURE REPAIR	O/S	£ 90.83	£ 18.17	£ 109.00	BACS 12/08/22
COMMUNITY CAR SCHEME		JOURNEYS JULY	ADMIN	£ 365.75	£ -	£ 365.75	BACS 12/08/22
COOLERAID		BOTTLED WATER	O/S	£ 30.83	£ 6.17	£ 37.00	BACS 12/08/22
EFIRE		CALLOUT & LABOUR CHARGE	ARCHIVE	£ 115.00	£ 23.00	£ 138.00	BACS 12/08/22
FARMBITS		POST HOLE DIGGING SPADE, POINT, CROWBARS	O/S	£ 65.47	£ 13.09	£ 78.56	BACS 12/08/22
LONGWATER GRAVEL		TOP SOIL	O/S	£ 32.94	£ 6.59	£ 39.53	BACS 12/08/22
LONGWATER CONSTRUCTION		CEMENT, HANSON FAST SET POST FIX	O/S	£ 55.00	£ 11.00	£ 66.00	BACS 12/08/22
MAYDAY		PHOTOCOPIER USAGE	ADMIN	£ 100.79	£ 20.15	£ 120.94	BACS 12/08/22
MICROSHADE		HOSTED APPLICATION SERVICE	ADMIN	£ 581.91	£ 116.38	£ 698.29	BACS 12/08/22
NET CENTRAL		ICT SUPPORT & ZOOM	ADMIN	£ 155.97	£ 31.19	£ 187.16	BACS 12/08/22
NORFOLK GEEKS		WEBSITE MAINTENANCE	ADMIN	£ 70.00	£ -	£ 70.00	BACS 12/08/22
NORFOLK TRAILERS		GH94BT IFOR WILLIAMS TRAILER	O/S	£ 3,050.00	£ 610.00	£ 3,660.00	BACS 12/08/22
NUTS N BOLTS		DRILL SET, RONSEAL, NUTS, MOP, SPRAY GUN ETC	ADMIN	£ 37.57	£ 7.52	£ 45.09	BACS 12/08/22
ROGERS & NORTON		EMPLOYMENT UNFAIR DISMISSAL	ADMIN	£ 1,342.00	£ 268.40	£ 1,610.40	BACS 12/08/22
SCREWFIX		GRASS MARKING WHITE X 5	O/S	£ 29.13	£ 5.82	£ 34.95	BACS 12/08/22
THURLOW NUNN		TROUSERS	O/S	£ 54.92	£ 10.98	£ 65.90	BACS 12/08/22
VIKING		PRINTER	ADMIN	£ 189.00	£ 37.80	£ 226.80	BACS 12/08/22
VIKING		INK CARTRIDGES & A4 PAPER	ADMIN	£ 168.26	£ 33.65	£ 201.91	BACS 12/08/22
VIKING		DISINFECTANT, REFUSE SACKS, WASHING UP	O/S	£ 94.09	£ 18.82	£ 112.91	BACS 12/08/22
VIKING		TEA BAGS X1100 COFFEE	TH	£ 52.45	£ -	£ 52.45	BACS 12/08/22
ERNEST DOE		NEW HOLLAND TRACTOR	O/S	£ 14,375.00	£ 2,875.00	£ 17,250.00	BACS 15/08/22
ARROWCLEAN		WINDOW CLEANING	TH	£ 45.00	£ -	£ 45.00	BACS
BARCLAYCARD COMMERCIAL		ADVERTISING BANNER, EMPLOYMENT AGENCY	ADMIN	£ 258.67	£ -	£ 258.67	BACS
CITY PLUMBING		WALL PLATE, TEE, BUSH, COUPLING, INSULATION	O/S	£ 61.34	£ 12.26	£ 73.60	BACS
COMMUNITY CAR SCHEME		FUNDING GRANT AUGUST	ADMIN	£ 275.00	£ -	£ 275.00	BACS
COMMUNITY CAR SCHEME		JOURNEYS AUGUST	ADMIN	£ 425.63	£ -	£ 425.63	BACS
ERNEST DOE		TRIMAX BLADE, LOWER LINK CAT	O/S	£ 72.33	£ 14.47	£ 86.80	BACS
FARMBITS		SKIP HIRE	O/S	£ 126.67	£ 25.33	£ 152.00	BACS
INDEED		1 WAY TOP POINTED POST	O/S	£ 19.58	£ 3.92	£ 23.50	BACS
LONGWATER GRAVEL		JOB RECRUITMENT	ADMIN	£ 46.56	£ -	£ 46.56	BACS
MILNE MARKETING		BALLAST CEMETERY BENCHES	O/S	£ 29.56	£ 5.91	£ 35.47	BACS
MIR OVERALL		HANSON FAST SET POST FIX	O/S	£ 27.50	£ 5.50	£ 33.00	BACS
LE REED		MANUAL HANDLING TRAINING X 10	ADMIN	£ 425.00	£ 85.00	£ 510.00	BACS
SIGNS		T-SHIRTS ETC GROUNDS STAFF	O/S	£ 207.15	£ 41.43	£ 248.58	BACS
HARRY STEBBING		REFUND HIRE OF ART EXHIBITION BOARDS	TH	£ 20.00	£ -	£ 20.00	BACS
THURLOW NUNN		LOGOS & LETTERING TO MITSUBISHI WARRIOR	O/S	£ 225.00	£ -	£ 225.00	BACS
VIKING		NOTICEBOARDS X 7	O/S	£ 8,238.54	£ 1,647.71	£ 9,886.25	BACS
ZURICH		WATER PUMP, DIESEL CAN	O/S	£ 330.79	£ 66.16	£ 396.95	BACS
PETTY CASH		A4 PADS, A5 PADS, PENCILS, POST IT NOTES	ADMIN	£ 51.74	£ 10.35	£ 62.09	BACS
		TOILET ROLLS	TH	£ 63.75	£ 12.75	£ 76.50	BACS
		NEW HOLLAND TRACTOR	ADMIN	£ 163.49	£ -	£ 163.49	BACS
		CASH TOP UP	ADMIN	£ 77.52	£ -	£ 77.52	CHEQUE 000096
				£ 53,722.37	£ 10,301.23	£ 64,023.60	

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DD SEPTEMBER 2022

Name	Description	Service	Bill Freq	Net	Vat	Total
Vodafone	mobiles	Admin	Monthly	£ 48.71	£ 9.74	£58.45
Bank Charges	Barclays	TH	Monthly	£ 6.40	£ -	£6.40
Bank Charges	Lloyds	TH	Monthly		£ -	
Biffa	Waste collection	Rec	Monthly	£ 162.72	£ 32.54	£195.26
Biffa	Waste collection	TH	Monthly	£ 206.70	£ 41.34	£248.04
Wave	Water	Town Hall	Quarterly		£ -	
BT	Telephone	TH	Quarterly	£ 674.76	£ 134.95	£809.71
BT OnePhone	Mobiles	OS	Monthly	£ 136.40	£ 27.28	£163.68
BT OnePhone	Broadband	OS	Monthly	£ 123.60	£ 24.72	£148.32
Anglian Water	Water	Gaymers Bowl	Quarterly	£ 73.17	£ 14.64	£87.81
Anglian Water	Water	Pavilion Nurse	Quarterly	£ 69.92	£ 13.99	£83.91
Anglian Water	Water	Chapel Rd	Quarterly	£ 41.65	£ -	£41.65
Breckland Council	Rates	TH	Monthly	£ 1,235.00	£ -	£1,235.00
Breckland Council	Rates	Cemetery	Monthly	£ 243.00	£ -	£243.00
Total Gas & Power	Electricity	Public Toilets	Quarterly			
Total Gas & Power	Elect Skate Park	OS	Quarterly			
Total Gas & Power	Gas	TH	Quarterly	£ 148.57	£ 7.43	£156.00
Total Gas & Power	Electricity	TH	Quarterly			
Fuel Genie	Fuel	OS	Monthly	£ 344.39	£ 68.88	£413.27
						£3,890.50
HMRC Tax/Nic	BACS	HMRC Tax & N	August	£ 4,450.58	£ -	£ 4,450.58
Norfolk Pension	BACS	Pension	August	£ 4,289.71	£ -	£ 4,289.71
Staff Salary	BACS	Salaries	August	£ 13,751.39	£ -	£ 13,751.39
HMRC Tax/Nic	BACS	HMRC Tax & N	September	£ 4,785.93	£ -	£ 4,785.93
Norfolk Pension	BACS	Pension	September	£ 4,727.09	£ -	£ 4,727.09
Staff Salary	BACS	Salaries	September	£ 15,248.04	£ -	£ 15,248.04
						£47,252.74
TOTAL						£51,143.24

7c)

INCOME AUGUST 2022		
Banked Monies		
	Car Scheme Fund Breckland	£ 275.00
	Hall Bookings	£ 1,629.00
	Allotment	£ 160.41
	Memorial	£ 1,235.00
	Total	£ 3,299.41

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>101 Administration</u>							
1050 Income	85,528	0	(85,528)			0.0%	
1376 Precept	305,643	611,286	305,643			50.0%	
1378 Grant payment Community Cars	1,100	3,960	2,860			27.8%	
1382 S106 Income Received	21,346	0	(21,346)			0.0%	
1391 interest received on saving ac	41	0	(41)			0.0%	
	<u>413,657</u>	<u>615,246</u>	<u>201,589</u>			<u>67.2%</u>	<u>0</u>
Administration :- Income							
4000 Staff Costs	91,439	300,000	208,561		208,561	30.5%	
4001 Other Employment Costs	0	2,000	2,000		2,000	0.0%	
4002 website	180	5,000	4,820		4,820	3.6%	
4004 Health & Safety	869	2,500	1,631		1,631	34.8%	
4005 Training	373	7,000	6,628		6,628	5.3%	
4010 Travelling Expenses	24	750	726		726	3.2%	
4020 Miscellaneous Expenses	155	2,000	1,845		1,845	7.8%	
4023 Subscriptions	1,220	2,500	1,280		1,280	48.8%	
4025 Insurances	9,201	10,000	799		799	92.0%	
4027 Bookkeeping	255	2,000	1,745		1,745	12.8%	
4029 Photocopier Usage Fee	122	2,500	2,378		2,378	4.9%	
4031 Computer	2,469	9,000	6,531		6,531	27.4%	
4040 Community Car Scheme	2,176	6,000	3,825		3,825	36.3%	
4041 Grants S137	0	1,000	1,000		1,000	0.0%	
4042 Local Grants	3,700	3,000	(700)		(700)	123.3%	
4051 Bank Charges	65	500	435		435	13.0%	
4055 Judicial Review Claim	0	3,000	3,000		3,000	0.0%	
4056 Consultancy	0	3,000	3,000		3,000	0.0%	
4057 Audit Fees	(1,400)	2,500	3,900		3,900	(56.0%)	
4058 Legal Fees	0	15,000	15,000		15,000	0.0%	
4059 Civic Reception	0	1,000	1,000		1,000	0.0%	
4060 Civic Allowances	0	1,000	1,000		1,000	0.0%	
4099 Contingency	0	1,000	1,000		1,000	0.0%	
4121 Telephone	1,137	4,000	2,863		2,863	28.4%	
4122 Postages	9	500	491		491	1.8%	
4123 Stationery	91	2,000	1,909		1,909	4.5%	
4147 Photocopier Lease payments	295	1,500	1,205		1,205	19.7%	
4190 Equipment Purchase	646	2,000	1,354		1,354	32.3%	
4230 Supplies	68	250	182		182	27.3%	
4231 Advertising	0	1,000	1,000		1,000	0.0%	
4298 Covid General Expenses	0	500	500		500	0.0%	
4300 Premises Licence	0	500	500		500	0.0%	
4503 Jubilee	4,645	0	(4,645)		(4,645)	0.0%	
	<u>117,738</u>	<u>394,500</u>	<u>276,762</u>	<u>0</u>	<u>276,762</u>	<u>29.8%</u>	<u>0</u>
Administration :- Indirect Expenditure							
Net Income over Expenditure	<u>295,919</u>	<u>220,746</u>	<u>(75,173)</u>				

Detailed Income & Expenditure by Budget Heading 31/07/2022

Month No: 4

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
112 Street Lights							
4402 Public Lighting	(10,000)	25,000	35,000		35,000	(40.0%)	
Street Lights :- Indirect Expenditure	(10,000)	25,000	35,000	0	35,000	(40.0%)	0
Net Expenditure	10,000	(25,000)	(35,000)				
113 Toilets							
1050 Income	3	0	(3)			0.0%	
Toilets :- Income	3	0	(3)				0
4112 Water	180	750	570		570	24.0%	
4113 Electricity	401	1,786	1,385		1,385	22.4%	
4145 Maintenance/Repairs	0	500	500		500	0.0%	
4190 Equipment Purchase	0	100	100		100	0.0%	
4220 Cleaning	0	100	100		100	0.0%	
4230 Supplies	0	500	500		500	0.0%	
4255 Safety Checks	0	200	200		200	0.0%	
Toilets :- Indirect Expenditure	581	3,936	3,355	0	3,355	14.7%	0
Net Income over Expenditure	(578)	(3,936)	(3,358)				
114 Christmas Lights							
4400 Events & Communication	0	20,000	20,000		20,000	0.0%	
Christmas Lights :- Indirect Expenditure	0	20,000	20,000	0	20,000	0.0%	0
Net Expenditure	0	(20,000)	(20,000)				
115 Archive							
4121 Telephone	0	100	100		100	0.0%	
4145 Maintenance/Repairs	0	100	100		100	0.0%	
4230 Supplies	0	100	100		100	0.0%	
Archive :- Indirect Expenditure	0	300	300	0	300	0.0%	0
Net Expenditure	0	(300)	(300)				
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)				

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>118 Events</u>							
1393 Income Events	82	0	(82)			0.0%	
Events :- Income	<u>82</u>	<u>0</u>	<u>(82)</u>				<u>0</u>
4400 Events & Communication	156	10,000	9,844		9,844	1.6%	
Events :- Indirect Expenditure	<u>156</u>	<u>10,000</u>	<u>9,844</u>	<u>0</u>	<u>9,844</u>	<u>1.6%</u>	<u>0</u>
Net Income over Expenditure	<u>(74)</u>	<u>(10,000)</u>	<u>(9,926)</u>				
<u>201 Open Spaces</u>							
1000 Booking Fees	0	500	500			0.0%	
1050 Income	166	200	34			83.1%	
1100 Allotment Income	0	1,500	1,500			0.0%	
1105 Burial Fees	3,305	15,000	11,695			22.0%	
1106 Sports Letting	0	1,000	1,000			0.0%	
1150 Re-imburement of Utilities	87	100	13			87.3%	
1152 Repayment church wall damage	200	1,000	800			20.0%	
Open Spaces :- Income	<u>3,758</u>	<u>19,300</u>	<u>15,542</u>			<u>19.5%</u>	<u>0</u>
4020 Miscellaneous Expenses	150	700	550		550	21.4%	
4110 Rates	488	800	312		312	61.0%	
4112 Water	207	1,500	1,293		1,293	13.8%	
4113 Electricity	288	1,500	1,212		1,212	19.2%	
4140 Fuel	1,814	3,500	1,686		1,686	51.8%	
4143 Equipment Hire	260	750	490		490	34.7%	
4144 Tree Work	1,895	2,000	105		105	94.8%	
4145 Maintenance/Repairs	1,059	25,000	23,941		23,941	4.2%	
4146 Play Equipment	0	5,000	5,000		5,000	0.0%	
4190 Equipment Purchase	0	3,000	3,000		3,000	0.0%	
4225 Refuse Collections	342	2,000	1,658		1,658	17.1%	
4230 Supplies	1,429	7,500	6,071		6,071	19.1%	
4255 Safety Checks	0	1,000	1,000		1,000	0.0%	
4295 Cemetery expenses	0	1,000	1,000		1,000	0.0%	
4296 Company Vehicle	129	1,500	1,371		1,371	8.6%	
4298 Covid General Expenses	0	500	500		500	0.0%	
4300 Premises Licence	0	360	360		360	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	<u>8,061</u>	<u>59,610</u>	<u>51,549</u>	<u>0</u>	<u>51,549</u>	<u>13.5%</u>	<u>0</u>
Net Income over Expenditure	<u>(4,302)</u>	<u>(40,310)</u>	<u>(36,008)</u>				

Detailed Income & Expenditure by Budget Heading 31/07/2022

Month No: 4

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
210 Attleborough in Bloom							
4230 Supplies	0	250	250		250	0.0%	
4400 Events & Communication	0	500	500		500	0.0%	
Attleborough in Bloom :- Indirect Expenditure	<u>0</u>	<u>750</u>	<u>750</u>	<u>0</u>	<u>750</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(750)</u>	<u>(750)</u>				
211 Markets							
1050 Income	0	500	500			0.0%	
Markets :- Income	<u>0</u>	<u>500</u>	<u>500</u>			<u>0.0%</u>	<u>0</u>
4298 Covid General Expenses	0	200	200		200	0.0%	
4400 Events & Communication	0	500	500		500	0.0%	
Markets :- Indirect Expenditure	<u>0</u>	<u>700</u>	<u>700</u>	<u>0</u>	<u>700</u>	<u>0.0%</u>	<u>0</u>
Net Income over Expenditure	<u>0</u>	<u>(200)</u>	<u>(200)</u>				
290 Open Spaces Capital Exps.							
4190 Equipment Purchase	3,171	40,000	36,829		36,829	7.9%	
4194 Litter bins	0	3,000	3,000		3,000	0.0%	
Open Spaces Capital Exps. :- Indirect Expenditure	<u>3,171</u>	<u>43,000</u>	<u>39,829</u>	<u>0</u>	<u>39,829</u>	<u>7.4%</u>	<u>0</u>
Net Expenditure	<u>(3,171)</u>	<u>(43,000)</u>	<u>(39,829)</u>				
301 Town Hall							
1000 Booking Fees	3,851	8,000	4,149			48.1%	
1007 Bar Rent	(800)	500	1,300			(160.0%)	
Town Hall :- Income	<u>3,051</u>	<u>8,500</u>	<u>5,449</u>			<u>35.9%</u>	<u>0</u>
4110 Rates	4,940	13,000	8,060		8,060	38.0%	
4111 Gas	658	2,800	2,142		2,142	23.5%	
4112 Water	268	1,000	732		732	26.8%	
4113 Electricity	830	4,000	3,170		3,170	20.8%	
4145 Maintenance/Repairs	0	3,500	3,500		3,500	0.0%	
4190 Equipment Purchase	188	2,000	1,812		1,812	9.4%	
4220 Cleaning	135	1,500	1,365		1,365	9.0%	
4225 Refuse Collections	2,027	5,000	2,973		2,973	40.5%	
4230 Supplies	256	1,500	1,244		1,244	17.1%	
4255 Safety Checks	0	600	600		600	0.0%	
4257 Major Repairs	0	20,000	20,000		20,000	0.0%	
4298 Covid General Expenses	0	500	500		500	0.0%	
4300 Premises Licence	0	250	250		250	0.0%	
Town Hall :- Indirect Expenditure	<u>9,303</u>	<u>55,650</u>	<u>46,347</u>	<u>0</u>	<u>46,347</u>	<u>16.7%</u>	<u>0</u>
Net Income over Expenditure	<u>(6,253)</u>	<u>(47,150)</u>	<u>(40,897)</u>				

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>311 TIC</u>							
4122 Postages	2	0	(2)		(2)	0.0%	
4230 Supplies	0	100	100		100	0.0%	
TIC :- Indirect Expenditure	<u>2</u>	<u>100</u>	<u>98</u>	<u>0</u>	<u>98</u>	<u>1.6%</u>	<u>0</u>
Net Expenditure	<u>(2)</u>	<u>(100)</u>	<u>(98)</u>				
<u>501 Contingency</u>							
4400 Events & Communication	0	25,000	25,000		25,000	0.0%	
Contingency :- Indirect Expenditure	<u>0</u>	<u>25,000</u>	<u>25,000</u>	<u>0</u>	<u>25,000</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(25,000)</u>	<u>(25,000)</u>				
Grand Totals:- Income	420,551	643,546	222,995			65.3%	
Expenditure	129,011	643,546	514,535	0	514,535	20.0%	
Net Income over Expenditure	<u>291,540</u>	<u>0</u>	<u>(291,540)</u>				
Movement to/(from) Gen Reserve	<u>291,540</u>						

7f)

Anne Willett

From: admin@saaa.co.uk
Sent: 10 August 2022 16:33
To: Attleborough Enquiries
Subject: SAAA 2022 Opt-out Communication
Attachments: PNG image

Option to opt out of the SAAA central external auditor appointment arrangements

Dear Clerk/RFO/Chairman, Attleborough Town Council,

Under the Local Audit (Smaller Authorities) Regulations 2015, SAAA is responsible for appointing external auditors to all applicable opted-in smaller authorities, for setting the terms of appointment for limited assurance reviews and for managing the contracts with the appointed audit firms. Smaller authorities are those whose gross annual income or expenditure is **less than £6.5 million**.

The next 5-year appointing period runs from 2022-23 until 2026-27 and SAAA has undertaken a procurement exercise to appoint auditors to each County area from 1 April 2022. Now that the submission deadline for the 2021-22 Annual Governance and Accountability Returns has passed, this is to advise you of the option to opt-out of the next round of 5-year audit appointments.

All authorities require an appointed external auditor even if the authority meets the criteria to qualify for exemption, as a Certificate of Exemption is required to be submitted to the external auditor and the auditor must be in place in case of objections from local electors

During the previous 5-year period **all** smaller authorities were 'opted-in' to the central procurement regime managed by SAAA - no authority decided to 'opt-out' and follow the various complex procedures required under statute to appoint their own external auditor. **If you wish to continue as part of the SAAA sector led auditor appointment regime then no action is required, you will remain part of central scheme.**

However, all authorities must be given the option to opt-out of the central procurement and appointment scheme and appoint their own external auditor for the next 5-year period, although the process is onerous for smaller authorities.

This communication is to advise that whilst all smaller authorities are opted into the central procurement of external auditors by default, any authorities who do not wish to be part of the SAAA arrangements must formally notify SAAA that they wish to opt out within **8 weeks** of this communication but no later than **28 October 2022**; this decision must be communicated to SAAA via e mail to admin@saaa.co.uk.

If notification of your decision to opt out is not received within this 8-week period, then your authority will be regarded as opted-in for the next five-year period beginning on 1 April 2022 and ending on 31 March 2027.

Opting-out

Opting out is a significant decision which requires careful consideration; to assist authorities considering opting out further guidance has been developed to clarify what opting out means in practice. This detailed information can be found at <https://url6.mailanyone.net/scanner?m=1oLnhQ-00080H-5K&d=3%7Cmail%2F90%2F1660145400%2F1oLnhQ-00080H-5K%7Cin6k%7C57e1b682%7C26595217%7C13522537%7C62F3CFA035A703D1F38D4A9B13ED5500&s=A6x3UVFnP0Q8JMwn09mtadNGhkE&o=www.saaa.co.uk>

An authority that wishes to opt out must formally reach and record that decision in a way that meets the requirements of its own governance framework, by convening a full council meeting or an extraordinary council meeting.

Key implications are:

- an opted-out authority regardless of size (including exempt authorities) **MUST** appoint an appropriate external auditor;
- the appointed auditor **must** be a registered auditor as defined by the Companies Act and a member of Institute of Chartered Accountants (England and Wales).
- an opted-out authority **must** convene an appropriate independent auditor panel which meets the requirements of the Local Audit and Accountability Act 2014 (LAAA). Detailed guidance on auditor panels is available in Schedule 4 of the LAAA Act and from CIPFA;
- an opted-out authority will need to develop its own specification for its external audit contract, will need to negotiate the price for this work on an individual basis and will need to manage the contract, including any disputes, and any independence issues that may arise;
- an opted-out authority must ensure full compliance with the relevant requirements of the Local Audit and Accountability Act and supporting Regulations;
- any opted-out authority that does not successfully appoint an appropriate external auditor in the correct manner and notify SAAA who their external auditor is by **30 November 2022** will have an external auditor appointed for it by the Secretary of State through SAAA. **This will result in additional costs of £300 which will have to be met by the authority.**

Regards,
admin@saaa.co.uk



www.saaa.co.uk • SAAA Ltd, 77 Mansell Street, London E1 8AN

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8)



Your survey

For your new water connection

Project name: Queens Square, Queens Square, Attleborough

Application reference: NWC-0149535

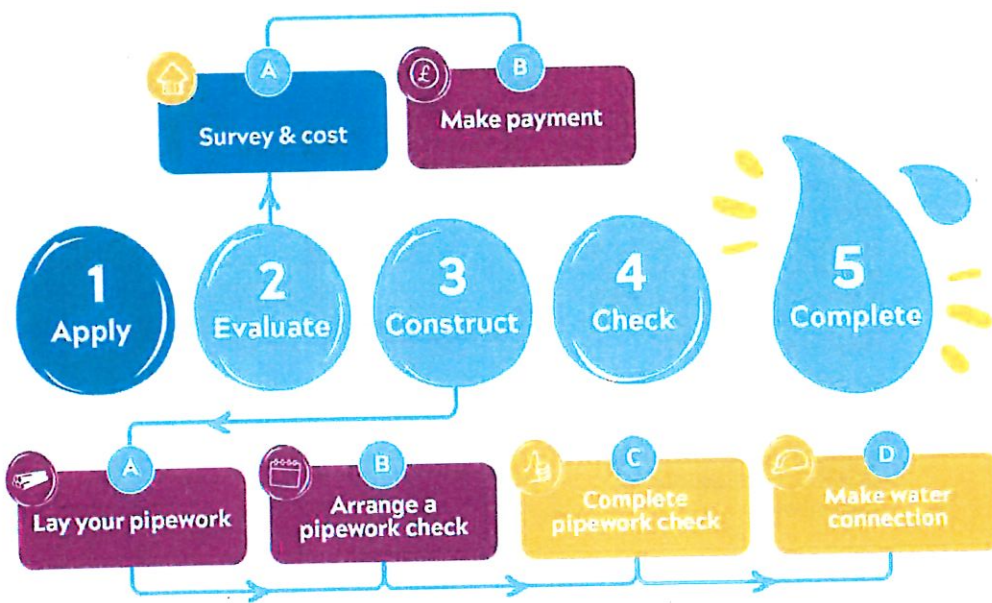
Surveyor name: Sara Frost

Contact email: connections@anglianwater.co.uk

Contact number: 03456066087



Your water connection journey



We're pleased to let you know that we've completed your **Survey and Cost information** for your new water connection.

- Before we can make your water connection, it's over to you to complete your tasks, from Step 2B: Make payment, to Step 3B: Arrange a pipework check.
- This document provides important information and specific instructions on what you need to do next so please read it carefully.

Call: 0345 60 66 087 · Email: connections@anglianwater.co.uk



Your next step is to pay

- Once you're happy with your **Survey** (on page 3 of this document) and have reviewed your **Cost information** (later in this document) please pay for your water connection.



How can I pay?

Online: inflow.anglianwater.co.uk

The quickest and easiest way to pay is online on InFlow.

Phone: 0345 60 66 087

BACS/CHAPS:

Anglian Water Services Ltd, Barclays Bank

Please use your application reference number so that we can quickly locate your payment.

Account number: 10276367

Sort Code: 20-43-71

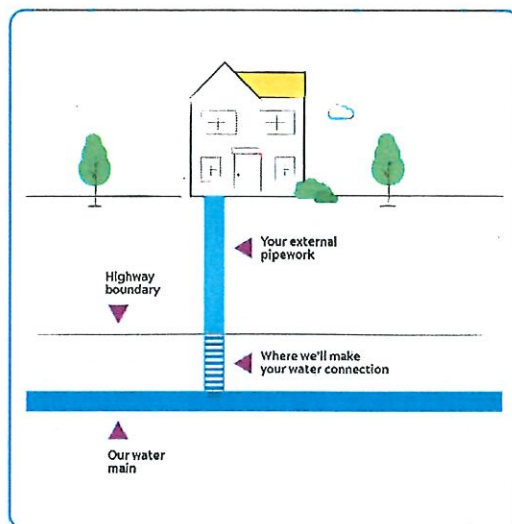
VAT NO: 514060002 / UTR NO: 3751060020

Company registration no: 2366656



After you've paid, lay your pipework

- Legally we're unable to work on your land, so we need you to lay some of the external pipework first. This pipework runs from your project up to the location we've agreed with you in your **survey** (usually at the highway boundary). This is your supply pipe.
- At Step 3D, we'll lay a pipe from our water main (normally in the road) to meet the external pipework you or your contractor have laid. We'll also install an external stop tap.
- Our Surveyor has taken into consideration all of the information you've provided and explored all options to produce the most cost effective water connection for your project.



Your survey

Lay your external pipework to the location seen in the picture to the right. **Please get in touch with us if you'd like to discuss this location. It's important this works for your project.**

Comments

1X25MM PIPEWORK TO BE LAID TO THE PUBLIC FOOTPATH ON QUEENS SQUARE OPPOSITE THE TOWN HALL 3M FROM THE UTILITY POLE.

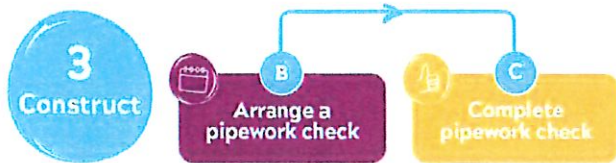
Quick information

Use our [How to lay your pipework guide](#) to ensure you lay your pipework correctly.

- If you are not laying your external pipework, show this to your contractor so they are familiar with the location and laying requirements.
- If during your excavations you come across any kind of contaminate in the soil, such as pesticides, lead or asbestos, please let us know.

Call: 0345 60 66 087. Email: connections@anglianwater.co.uk





Then arrange an external pipework check

- Once you've laid your external pipework, book in your pipework check.
- We can complete your check either by visiting your project or using our video technology.

How do I book my check?

 inflow.anglianwater.co.uk  0345 60 66 087

What's a pipework check?

The Water Supply (Water Fittings) Regulations 1999 are a legal requirement to ensure water quality is kept safe. They're similar in nature to Building Regulations and Gas Regulations.

They include information on how underground pipework and internal plumbing must be installed and maintained.

We must complete a check on the external pipework that you have laid to make sure water quality remains safe.

We'll complete your check

- We'll complete your pipework check with you.
- We'll be looking at the external pipework that you have laid from your project to the location in your **survey**.

Timescales to complete external pipework check

We'll check your external pipework within 5 working days.

Because your water supply will be used in a field or for agricultural purposes, there is a greater risk to water quality. So we'll also need to check your plumbing and fittings. This is in addition to your external pipework check.

Call: 0345 60 66 087 • Email: connections@anglianwater.co.uk



We'll make your water connection
✓ 3 months



Comments

Road closure at:

Queens Square

- To make your water connection, we need to close the road to allow us to dig to reach our water main.
- As a legal requirement, we need to provide your local Highway Authority notice of our work to be granted a permit to close the road.
- Once received, the Highway Authority have to give the general public advance warning of the road closure by advertising in the local press and arranging diversion routes for road users.
- Please be aware, your local Highway Authority determine the date which we can close the road. Unfortunately, we cannot influence this date, however we have notified the Highway Authority of your preferred connection date which they will take into consideration when assessing our request.**
- Permission to get a road closure permit granted will take **3 months**.
- We will request the permit on the date your external pipework check is booked and payment has been made.
- Please leave enough time to lay your external pipework and book your check.

Why do you need to close the road to make my water connection?



- To protect road users, pedestrians and our workers, we have a responsibility to ensure that your water connection is carried out safely.
- We have followed guidance provided in the Safety at Street Works and Road Works; A code of practice, which has indicated that we need to close the road to allow us to dig to reach our water main.
- We always look at other options before making the decision to close the road.

More information can be found below.
www.gov.uk/government/publications/safety-at-street-works-and-road-works

Call: 0345 60 66 087 · Email: connections@anglianwater.co.uk



Your **c[£]**st information

For your new water connection

Project name: Queens Square, Queens Square, Attleborough

Application reference: NWC-01 49535

Name: Attleborough Town Council

Address: Town Hall, Queens Square, Attleborough, United Kingdom, NR17 2 AF

Date: 07 Jul 2022

Project name: Queens Square, Queens Square, Attleborough

Application reference: NWC-0149535

Grand total : £ 3,725.80

This is the total cost for Anglian Water to complete your water connection

Cost breakdown

Service	Quantity	Net excluding VAT	VAT	Total	Cost per connection
New water connection:					
single/double connection over 5 metres	1.00	£1,765.00	£353.00	£2,118.00	£2,118.00
Working in the road					
Traffic management	1.00	£1,182.83	£236.57	£1,419.40	£1,419.40
Local Authority permit to work in the road	1.00	£157.00	£31.40	£188.40	£188.40

Notes

This is the full cost for us to complete your water connection.

This includes:

- 1 Apply** Application check and understanding your project
- 2 Evaluate** Survey and hydraulic modelling
- 3 Construct** External pipework check with our specialist
Labour & materials for your water connection
- 4 Check** Internal fittings check with our specialist
- 5 Complete** Water meter fitted

- If we need to work in the road to make your water connection, we'll use traffic management. Your local Highway Authority also charge for a permit to work in the road.

Call: 0345 60 66 087 • Email: connections@anglianwater.co.uk

Project name: Queens Square, Queens Square, Attleborough

Application reference: NWC-0149535

Cost breakdown ▼

Notes

Service	Quantity	Net <small>excl. VAT</small>	VAT	Total	Cost per connection
Infrastructure charge:					
Water infrastructure	0.00	£0.00	Outside VAT scope	£0.00	£0.00
Water discount	0.00	£0.00		£0.00	£0.00
Water recycling infrastructure	0.00	£0.00		£0.00	£0.00
				£0.00	



- Every time a new connection is made, increased demand is put onto our water or water recycling network. Infrastructure costs allow us to upkeep and maintain our pipes to keep them in good working condition.
- Infrastructure costs are applied to every new or converted property. If the property is not a house, a calculation is used to determine the equivalent water usage based on the number of fittings such as toilets, taps and sinks, within the property.

Project name: Queens Square, Queens Square, Attleborough

Application reference: NWC-0149535

Alternative charging arrangement

You can appoint an alternative provider to complete or source certain elements of the work outlined below. These are called **Contestable work activities**. However, some elements must be completed by Anglian Water, these are **Non-contestable work activities**.

Cost breakdown					Notes
Steps	Service	Quantity	Net <small>excluding VAT</small>	VAT	Total
Non-contestable					
	Application check	1	£0.00	£0.00	£0.00
	Administration and Survey	1	£167.00	£33.40	£200.40
	Water infrastructure	0.00	£0.00	Outside VAT scope	£0.00
	Water discount	0.00	£0.00		£0.00
	Water recycling infrastructure	0.00	£0.00		£0.00
					£200.40

- **Non-contestable** means Anglian Water must complete this element of the work. This work cannot be completed by an alternative provider
- Infrastructure costs still have to be paid if you choose to use an alternative service provider such as a Self-Hay Provider (SLP).
- This is because every time a new water sewerage connection is made, increased demand is put on our water or sewerage network.




Call: 0345 60 66 087 • Email: connections@anglianwater.co.uk

Project name: Queens Square, Queens Square, Attleborough

Application reference: NWC-0149535

Cost breakdown ▾

Notes ▾

Steps	Service	Quantity	Net excluding VAT	VAT	Total
Contestable					
	External pipework check	1	£13.00	£2.60	£15.60
	Labour & materials		£1,555.00	£311.00	£1,866.00
	Traffic management		£1,182.83	£236.57	£1,419.40
	Highway Authority permit		£157.00	£31.40	£188.40
	Internal fittings check	1	£13.00	£2.60	£15.60
	Water meter	1	£17.00	£3.40	£20.40
					£3,525.40

- Contestable means you may choose to appoint an alternative service provider to complete or source these elements of your water connection.



How can I pay?

Online: inflow.anglianwater.co.uk

The quickest and easiest way to pay is online on InFlow.

Phone: 0345 60 66 087

BACS/CHAPS:

Anglian Water Services Ltd, Barclays Bank

Please use your application reference number so that we can quickly locate your payment.

Account number: 10276367

Sort Code: 20-43-71

VAT NO: 514060002 / UTR NO: 3751060020

Company registration no. 2366656

Quick information 

Costs quoted are valid for 3 months. Our charges are reviewed annually and come into effect from 1st April each year.

The rates for services provided have been taken from our published charging arrangements document. Please refer to our [charges document](#) for more information.

Call: 0345 60 66 087 • Email: connections@anglianwater.co.uk

For further information

Please contact our water connections team if you have any further questions about your cost information.

Call: **0345 60 66 087**

Email: connections@anglianwater.co.uk

The information given above is believed to be correct on the date of issue of this document and has been provided in good faith. However, Anglian Water Services Limited offers no warranty as to its accuracy. Any cost figures are given as an estimate only and will be subject to formal contracts/documents being completed. We would advise you to check the accuracy of the information according to your particular needs and if necessary contact us again to discuss your proposals in further detail. No liability will be accepted on the basis of the information contained within this document alone.

SC02 141200 | Registered in England No. 2366656

Registered Office: Anglian Water Services Limited, Lancaster House, Lancaster Way, Ermine Business Park, Huntingdon, Cambridgeshire, PE29 6XU



To the members of Attleborough Town Council,

We are writing to request a **£15,000** donation to the Attleborough Christmas lights.

Additionally, we would like to request that Attleborough Town Council continue to pay the electricity bill.

Should the Council no longer wish to pay the electricity bill, we would require additional funding to cover this.

With the rising electricity prices due to go up in October and again in January, the price is unpredictable and therefore we would like you to agree a £4,000 contingency - **this would only apply should you not want to pay the bill yourselves.**

As some of you felt it relevant we have included the costs for the previous two years, which are as follows:

2020/2021 costs (including VAT)

Attleborough Town Council: £19,542.14

Christmas Light Committee: £6,853.63

Donations received: £5,755.00

2021/2022 costs (including VAT)

Attleborough Town Council: £20,310.55

Christmas Light Committee: £5,470.20

Donations received: £7,360.50

The Attleborough Town Council cost covers the electricians bills and the Christmas Light Committee cost is for everything else, including our insurance, new lights, looms and bulbs, timers, the Christmas tree, it's delivery and erection, the crane and/or cherry picker hire and any other expenses.

While this years expenses are unknown, we estimate an approximate cost of £20,000.

Thank you for your consideration.

Kind regards

The Attleborough Christmas Light Committee



JSP ELECTRICAL

7 Dodds Close
Attleborough
Norfolk
NR17 2HJ

07494513455

QUOTATION

QUOTATION NO:0001
DATE: 29/06/22

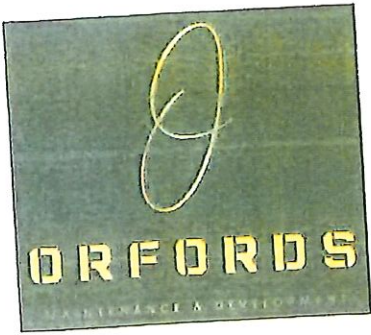
TO:

Attleborough Town Council
Town Hall
Queens Square
NR17 2AF

FOR:

Attleborough X-mas Lights 2022/23

DESCRIPTION	HOURS	RATE	AMOUNT
<p>Attleborough X-mas Lights Install 2022/23 Costing Work to be carried out</p> <p>Full inspection & Testing of lights prior to installation</p> <p>Installing X-mas lights throughout the town, with use of ladders & cherry pickers. (Proof of insurance will be provided)</p> <p>This will include one Sunday for the use of the cherry picker to install/connect lights in the trees around town.</p> <p>This quotation also includes a Full electrical certificate once the lights are installed and working.</p> <p>Disconnecting & take down of the lights in January and put into storage (which is supplied) until ready for testing 2023/24 installation.</p> <p>Payment schedule below, Testing - £3300 (£2328.75 to be paid now as work has already been started) Left to pay - £971.25 Payment October 2022 – Installation - £4950 Payment January 2023 – Take Down - £2300 Call outs will be invoiced January 2023 - £30 Per hour</p>			
		TOTAL	£10,550



ORFORDS

Luke Orford
146 common road
Bressingham
Diss
07931553115
Luke@ORFORDS.uk

ESTIMATE

EST0002

DATE

17/05/2022

TOTAL

GBP £14,500.00

TO

Christmas light comitee

DESCRIPTION	RATE	QTY	AMOUNT
-------------	------	-----	--------

Christmas light contract (Full contract to be confirmed on acceptance	£14,500.00	1	£14,500.00
---	------------	---	------------

This price is for the testing, storage, erection and take down of the Christmas lights in Attleborough, the only thing that with estimate will not include is material used and call out to faults, payment plan will be agreed on acceptance and additional contract will be drawn up and signed for both parties.

TOTAL

GBP £14,500.00

12)

Resident Concerns Anti-Social Behaviour

Dear Ms Willett

We want to bring to the Council's attention to 3 cases of intruders cutting the wire fence beside our patch of land that adjoins the play area at Grosvenor Park and entering our premises and causing damage.

These have all been reported to the police and have crime numbers.

On the first occasion the fence wire was cut and 2 sheds were broken into, locks damaged and windows broken but as far as we know nothing was taken. Following this we saw a group of younger children on the land and a neighbour saw a group of hooded youths there. We contacted the police and the Council as there is a large pond and we were concerned about the childrens' safety. On the second occasion on 8th April 2022 we were away and called by the Fire Service to say that 3 sheds and their contents had been burned down and damage caused to neighbouring property by flying red hot embers. The police did a thorough investigation and concluded that it was arson. On the recent occasion we discovered that the wire fence covering a post and rail fence had again been cut to allow entrance sometime during the last 2 weeks. As the land adjoins the garden with a hedge between it is not possible to see intruders from the house. This year we have left the plot overgrown to provide wildlife with some cover. Unfortunately, due to development of the fields behind and the orchards on the lane there is so little sanctuary for the rich animal, bird and pond life to survive.

All 3 events appear to have happened during school holidays.

We have lived peacefully in the lane for over 52 years and have never experienced problems until the play area was established behind the house. We are now fearful and need help.

Kind regards

15 a)

Request from Edwards Court

Hello,

I put a message thru to Norfolk County Council re the crossing of the road by the Buddhist centre. We have a homeowner who is registered partially sighted. He goes out every day in the morning for a walk. Whilst the lollipop man is there, he always helps him across the road.

When not, he just battles to get across the road. He walks up to the Buddhist centre where the crossing is but is very cautious as the cars do not see his white stick or him before they are almost on top of him. They come round that corner far too fast.

When he comes back from the walk around Queens Square, he uses this same crossing but it is easier as the cars can see him.

We have complained a few times about the speed that people come up and down Queens Road.

As the lollipop man has now retired, I really think that something needs to be done. We have also asked on numerous occasions (all the councils) for the crossing to be moved further down Queens Road and to have lights. This will help people crossing and also slow the traffic down.

As you can see I did contact Norfolk County Council and they have suggested that I talk to yourselves first.

If we can talk, or if this can be discussed at a meeting for something to be done here. I think this is an accident waiting to happen.

Many thanks

Gill Dale

Gill Dale

House Manager Edwards Court

From: Highways - CSC <highways@norfolk.gov.uk>

Sent: 11 August 2022 16:38

Dear Gill,

Thank you for contacting Norfolk County Council.

If you feel there is a strong community need for road safety changes then we recommend you approach the local parish/town council as the lead stakeholder. Although they are not responsible, they are best placed to determine the local need and can then approach us to apply on your behalf or discuss options if funding is available (<https://www.norfolk.gov.uk/roads-and-transport/roads/traffic-orders-notices-and-restrictions/traffic-regulation-orders>)

Enforcement of existing speed restrictions is the responsibility of Norfolk Police.

Please do not hesitate to contact us should you have any further enquiries.

Yours sincerely,

Customer Service Assistant

Tel - 0344 800 8020

Email – information@norfolk.gov.uk

County Hall, Martineau Lane, Norwich, Norfolk, NR1 2DH

From: Norfolk County Council - Do not reply <gforms@webforms.norfolk.gov.uk>

Sent: 10 August 2022 14:44 To: Information <information@norfolk.gov.uk>

Subject: Online Form – Contact Type 'ONLINE' - General enquiry (reference number: OLE443467737)
Online Form – Contact Type 'ONLINE'

You have received a new general enquiry. Please find details below.

Submission date: 2022-08-10

Submission time: 14:43:49

Subject of enquiry: General enquiry about roads

Enquiry details: High Street into Queens Road, Attleborough, NR17 2GA.

There is a crossing as you enter Queens Road, opposite the Buddhist Centre.

I work as a House Manager at Edwards Court on Queens Road, One of my residents is registered blind but still likes to try and take a walk every morning, using his white stick. When school is on, then the lollipop man opposite us helps him across the road. Outside of this time he has to walk up to the crossing by the Buddhist centre and try and cross there. As the cars turn from High Street into Queens road, they in most cases turn down at a fair speed and also it is not easy to see him straight away. Needless to say it is not easy for him to see the cars. He does not have a problem coming back as the cars see him easily and so stop and hoot for him to cross. A number of my homeowners who do have sight also have a problem crossing at this same place.

I really would be beneficial to either have some signs saying Elderly /Children Crossing and a 20 mile sign. Or to put some lights in opposite Edwards Court and make a crossing there. We are going to have an accident soon and the biggest problem is the speed people come down and up Queens Road. We have complained to the Local Council about this before.

Thank you

Gill Dale

Request regarding a potential speed limit on Long Street.

Good morning,

Please see the below correspondence from George Freeman MP's constituent, Mathew Hall regarding a potential speed limit on Long Street.

Mr Freeman would be grateful if consideration could be given to the points that our constituent has raised with us, and asks that a response is given, as well as for any advice, support or information you might be able to offer the constituent.

Many thanks in advance.

Kind regards,

Office of George Freeman MP
Member of Parliament for Mid Norfolk
Minister for Science, Research & Innovation

Good afternoon,

Thank you for taking the time to respond.

I consent to you following this up on my behalf with NCC and Attleborough Town council.

Many thanks

Matt King
Service Manager
Long St.
Gt. Ellingham

Good afternoon Mr Freeman,

My name is Matt King, I am the service manager of at 8 Acres residential care home in Great Ellingham.

We have been trying to get the speed limit of the road at the front of the property (Long Street) reduced for some time through the Great Ellingham Parish Council, unfortunately there is a bit of a bureaucratic hold up as the road currently falls under the jurisdiction of Attleborough Town Council who have so far not been very willing to discuss the matter with us.

Essentially, we are a residential care home that supports 18 individuals with learning disabilities and associated diagnosis. We are concerned that the speed of the traffic coming past the front of the property, currently 60mph poses a significant risk to vehicles leaving the property as the driveway is set back a

little off the road so is not always visible, especially if the oncoming vehicle is exceeding the speed limit which often appears to be the case.

We are surrounded by farmland, which increases the risk with the farm machinery on the road, this is getting more advanced and capable of higher speeds increasing the risk vehicles exiting the property.

Then there is the pedestrian access, we actively encourage our service users to access the community which being so close to Attleborough is a lovely walk, but one that can be dangerous at times with traffic hurtling past at 60mph.

My question to you is are you able to offer any additional support, or offer and advice on how we might get the speed limit reduced from 60mph to a much safer 40mph around the home?

I look forward to hearing from you and hope we can find a resolution to this concern.

15c



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THE UK'S LARGEST REGIONAL
TRADE EVENT OF ITS KIND

- FREE to attend
- Source new products for you menus and shelves
- Over 100 stands
- Network with like minded individuals
- FREE advice and support
- FREE samples, food sampling and goody bag

WEDNESDAY 21ST SEPTEMBER 2022
AT THE NORFOLK SHOWGROUND ARENA.
10AM - 4PM



REGISTER FOR FREE AT
www.localflavours.co.uk / 01603 702374



15d)

Request from resident regarding Cygnet Close Play Area

Dear Whom It May Concern,

I am one of many families, with children under the age of 3, and I use this park most days. I always feel upset at some of the equipment as it looks run down. The equipment in the park is good but sadly over time, get either defaced or used a lot and never painted.

The park has been replaced by artificial grass which just gives everyone who walks on it static electric shocks, I am not sure what the poor kids think.

Even if the park was just painted to make it look a little more looked after.

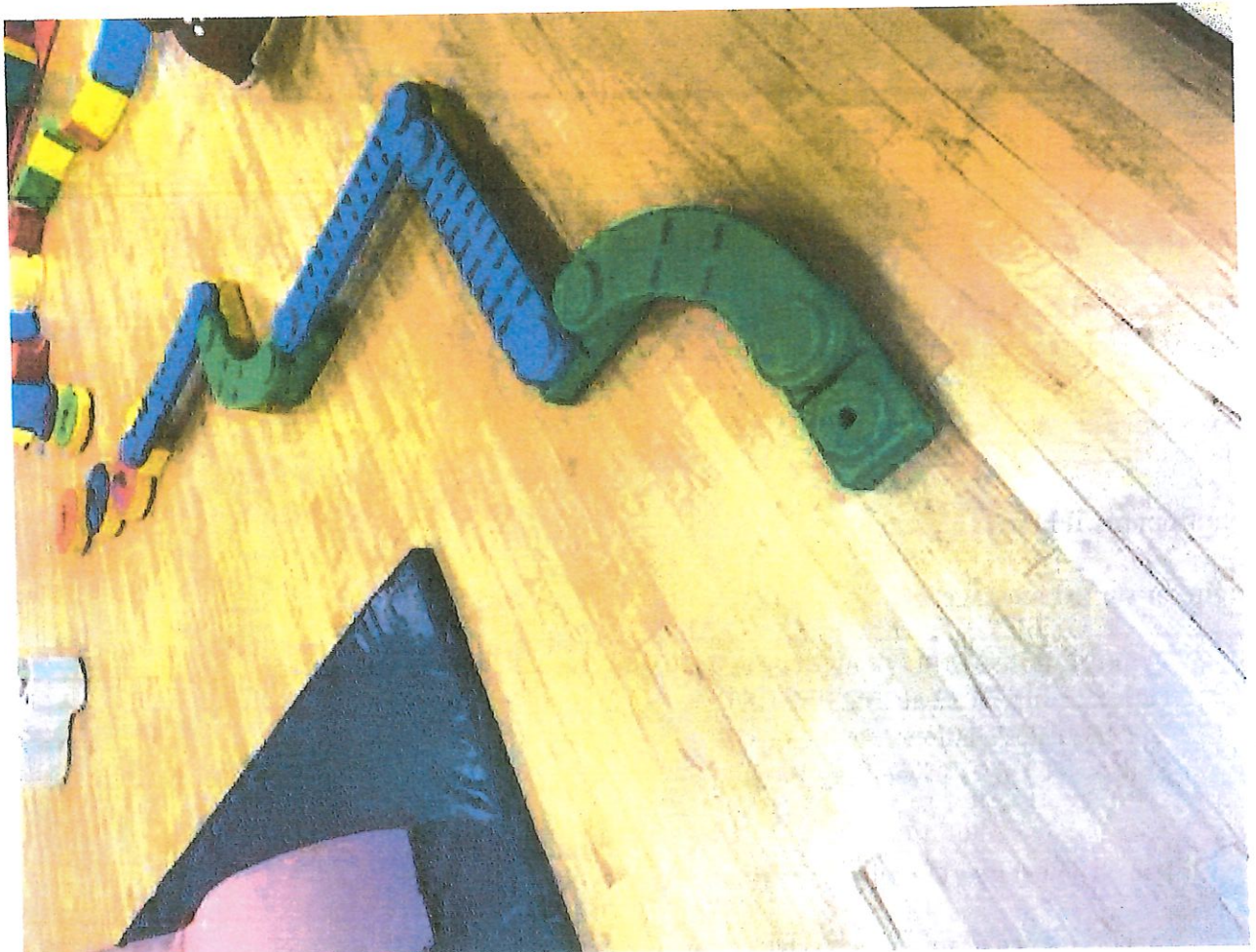
I visit another playground/ playgroup which has a fantastic piece of apparatus which I think would be great in wood and would be a fantastic addition to this park and it would fit perfectly behind the swings, it's brilliant for young children like mine who is over 2 years of age now.

There are two of the spring seesaws, in the park. It seems pointless having two. Please could you think of another piece of equipment to replace one of the seesaws? Maybe a single spinner / roundabout?

I would really appreciate if you could reply back to me with your thoughts on the above.

I will send some pictures over of the park and the apparatus that I think would look good.

Many thanks



This is great for toddlers and it's a great skill to learn.



It would fit perfectly where this dead grass area is.



A clean an a paint would be great, I would offer to paint if it was provided.



Would you please consider replacing one of these for something else?

Please let me know if I can help in anyway.
Kind regards



Sent from my iPhone

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15e)

Residents' concerns regarding The Dell

I visit this regularly with my dogs as it is the only thing locally where my dog can have a run. I have problems with my leg and am unable to go long distances. You have locked the gate from 15.30 until 07.30 due to unsociable behaviour?? When I went there already youngsters were inside as they climb the fence. When they don't go there they then use the cemetery instead so your closure stops none of it.

You are depriving other people from enjoying this area. Even if it was only locked overnight closing at 22.00 it would enable local dog walkers to still enjoy it.

Also to make note I went there at 11.30 today and it was still locked, so what happened to opening the gates at 07.30. I pay my council tax and feel that this is not the way to punish the few that cause the trouble. I have been there in the evening whilst young adults were present, they were courteous and no problems to me whilst I am there.

Why do the police not attend the area regularly if it such a problem??????

15f)

Subject: Funding for Community Projects

Dear Michelle,

I'm writing at the suggestion of Cllr MacKinnon to enquire about the possibility of funding towards the work of the Church in the Community. We have a number of projects which are currently working to support the young, the elderly and/or the vulnerable in our community as well as projects which are designed to build community within the town.

Cllr MacKinnon asked me to write today as she would like the request included on the next Council Agenda. Please let me know if you need more information or details of any of the projects which would could use funding towards.

Hope you're having a good summer.

With best wishes,
Matthew.

159)

Request for Litter Picking Equipment

A couple of years ago Attleborough council provided the equipment for the customers at Attleborough Community Hub to go out and litter pick in the town.

The equipment has all broken and I was wondering if the Council could provide some litter picking sticks please.

The group will be starting up again soon.

Thank you.

15 h)

Subject: Re-organisation of Community Governance Order - Attleborough /
Great Ellingham

Dear Parish clerk

Further to the Breckland Council Community Governance Review carried out in your area 2018 please find attached a copy of the Breckland Council (Reorganisation of Community Governance) (Attleborough/Great Ellingham) Order 2022 and Map. The Council decision can be found at (<https://democracy.breckland.gov.uk/ieListDocuments.aspx?CIId=117&MID=4259#AI29032>) also attached is a copy of the public notice given at the time of the decision and a list of properties affected by this parish boundary change.

The order comes into effect on 1st April 2023 and will be in force for the parish elections held in May 2023. The Register of Electors on the new parish boundaries will be available after revised publication on 1 December 2022.

If you have any questions please contact myself or Rory Ringer
rory.ringer@breckland.gov.uk

Sue Daniels |Electoral Services Team Leader, AEA Dip
Breckland Council, Elizabeth House, Walpole Loke
Dereham, NR19 1EE
www.breckland.gov.uk

LOCAL GOVERNMENT AND PUBLIC INVOLVEMENT IN
HEALTH ACT 2007

**The Breckland District Council (Reorganisation of Community Governance) (Attleborough
and Great Ellingham) Order 2022**

Made this 26th day of May 2022

Coming into force in accordance with articles 1(2) and 1(3)

Breckland District Council ("the Council"), in accordance with section 83 of the Local Government and Public Involvement in Health Act 2007 ("the 2007 Act"), has undertaken a community governance review and made recommendations dated 8 August 2018.

The Council has decided to give effect to those recommendations and, in accordance with section 93 of the 2007 Act, has consulted with the local government electors and other interested persons and has had regard to the need to secure that community governance reflects the identities and interests of the community and is effective and convenient.

The Council, in accordance with section 100 of the 2007 Act, has had regard to guidance issued under that section.

The Council makes the following Order in exercise of the powers conferred by section 86 of the 2007 Act.

1. Citation and commencement

(1) This Order may be cited as the Breckland District Council (Reorganisation of Community Governance) (Attleborough and Great Ellingham) Order 2022.

(2) Subject to Article 1(3) below this Order comes into force on 1 April 2023.

(3) For the purposes of proceedings preliminary or relating to the election of parish councillors for the parishes of Attleborough and Great Ellingham to be held on the Ordinary Day of Election of Councillors in 2023 this Order shall come into force on 1 December 2022.

2. Interpretation

In this Order:-

"District" means the district of Breckland.

"Existing" means existing on the date this Order is made.

"Map" means the map attached to this Order together with the map marked "Map referred to in the Breckland District Council (Reorganisation of Community Governance) (Attleborough and Great Ellingham) Order 2022" and deposited in accordance with section 96(4) of the 2007 Act.

"Ordinary Day of Election of Councillors" has the meaning given by section 37 of the Representation of the People Act 1983.

"Registration Officer" means an officer appointed for the purpose of, and in accordance with, section 8 of the Representation of the People Act 1983.

3. Effect of Order

(1) This Order has effect subject to any agreement under section 99 (agreements about incidental matters) of the Local Government and Public Involvement in Health Act 2007 relevant to any provision of this Order.

(2) Save as set out in this Order the Existing names, boundaries and parish governance arrangements in respect of the parish and parish wards of Attleborough and the unwarded parish of Great Ellingham shall remain as Existing.

4. Alteration of parish areas – Attleborough and Great Ellingham

(1) **Attleborough** - the area shown coloured yellow and edged in red on the Map shall cease to be part of the Queens parish ward of the parish of Attleborough.

(2) **Great Ellingham** - the area shown coloured yellow and edged in red on the Map shall become part of the unwarded parish of Great Ellingham.

5. Electoral register

The Registration Officer for the District shall make such rearrangement of, or adaptation of, the register of local government electors as may be necessary for the purposes of, and in consequence of, this Order.

6. Order date

1st April 2023 is the order date for the purposes of the Local Government (Parishes and Parish Councils) (England) Regulations 2008.

THE COMMON SEAL of BRECKLAND
DISTRICT COUNCIL was hereunto affixed on
in the presence of

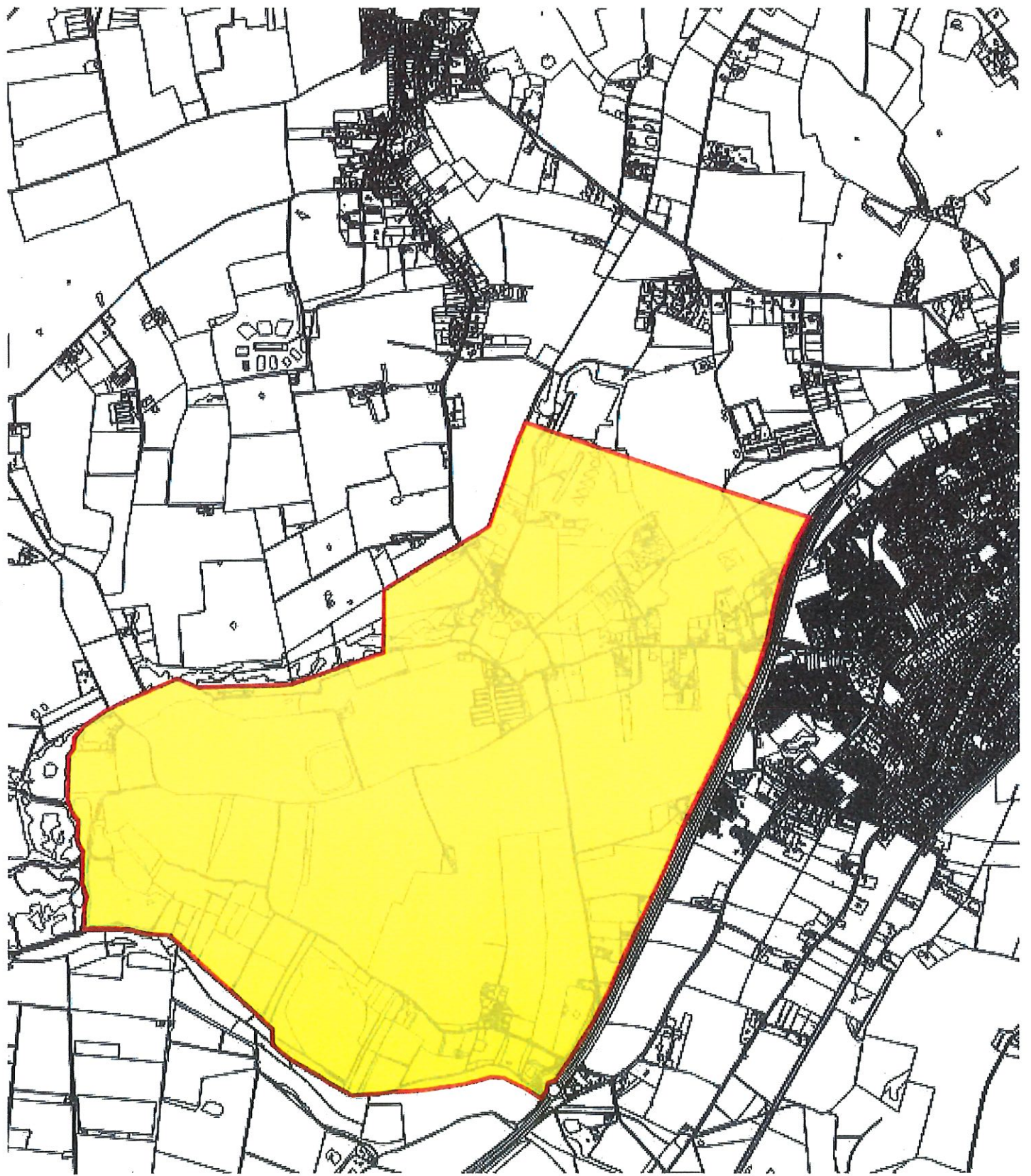


M. O'Mahony

EXPLANATORY NOTE

(This note is not part of the Order)

1. This Order gives effect to recommendations made by Breckland District Council for the alteration of the areas of the parishes of Attleborough and Great Ellingham.
2. The parishes of Attleborough and Great Ellingham will be altered with effect from 1 April 2023. The electoral arrangements apply in respect of parish elections to be held on and after the ordinary day of election of parish councillors in 2023.
3. Article 4(1) and the Map establish the area of the amended Queens parish ward of the parish of Attleborough. The number of Councillors is not changed
4. Articles 4(2) and the Map establish the area of the amended unwarded parish of Great Ellingham. The number of Councillors is not changed.
5. Article 5 obliges the Electoral Registration Officer to make any necessary amendments to the electoral register to reflect the new electoral arrangements.
6. The Map defined in article 2 is available, at all reasonable times, at the offices of Breckland District Council.



Public notice - outcome of the Parish of Carbrooke, Parish of Great Ellingham and Parish of Thetford Community Governance Reviews

Breckland Council has conducted a Community Governance Review for the parish area of Carbrooke, the Parish area of Great Ellingham and the Parish area of Thetford under the provisions of the Local Government and Public Involvement in Health Act 2007.

Council decision

In summary, a decision was made at the Council meeting on 6 December 2018.

- 1) That in the interests of effective and convenient local government and having taken into account the representations received; the number of Parish Councillors for Carbrooke Parish Council be increased from 7 to 9. To be effective for the District and Parish Elections in 2019.
- 2) the boundary of the Parish of Great Ellingham be altered to extend to the southern boundary of the Parish of Great Ellingham to meet the natural boundary provided by the A11 which currently lies within the Parish of Attleborough (Queens and Besthorpe Ward)
- 3) the Parish boundary for Thetford be extended to include all the land to the south of the A11 and west of the A1075 currently in the Parish of Croxton, with the boundary between Croxton and Kilverstone remaining unchanged
- 4) an additional two Councillors for Thetford for the new Parish Ward be approved; and
- 5) the new Parish Ward for Thetford be named the 'Iceni' Ward

The Community Governance Review Sub Committee conducted the review in accordance with the provisions of the Local Government and Public Involvement in Health Act 2007 and the Government's guidance on conducting community governance reviews.

In considering the results of the consultation and formulating recommendations, Members have ensured that the proposed community governance arrangements within the area under review are reflective of the identities and interests of the community in that area; and are effective and convenient.

Key considerations taken into account in conducting the review include:

- The impact of community governance arrangements on community cohesion
- The size, population and boundaries of local communities or parishes

- The proposed arrangements reflecting the distinctive and recognisable communities of interest with their own sense of identity
- The degree to which the proposals offer a sense of place and identify for residents

The Council has taken account of the feedback from all stages of public consultation and has noted the existing arrangements in place for community representation and community engagement, together with the extent to which they create opportunities for engagement and empowerment in local communities. Legal services will be instructed to draft the required Community Governance Order to bring the decisions into effect; subject to the Local Government Boundary commission permission for the Great Ellingham and Thetford Community Governance Review decisions.

The Council's decision and arrangements for the Parish of Carbrooke are brought into effect by the Breckland District Council (Reorganisation of Community Governance) Carbrooke Order 2019 a copy of which, together with a map showing the new parish ward boundaries, may be inspected at the Council Offices.

15:)

Residents Request

Hi Michelle,

I've had a resident email me the following:

Hi can you help with a small problem with a street light on Norwich Road that need a down shelled to stop the light from shining down the road in Briar Gardens at night if you stand with your back to Briar Gardens facing Norwich road it's the one to the left thank you

Could we please add it to the 5th September agenda as correspondence?

I can forward the original email if necessary.

*Kind regards
Taila*

15j)

Request to use Gaymers Meadow

Good afternoon,

It has been a local talk for a while that a Parkrun would be good for the local town. I have personally contacted Parkrun to see what I would need to do in order to have such an event available in our town. Our nearest Park runs are driving distances away such as Thetford, Watton & Colney Lane in Norwich.

Local runners have suggested Gaymers Meadow; which Parkrun have said looks to be of a reasonable size to hold an event. It is in Attleborough town itself & many runners can either cycle or walk to the event from the town & it can attract a few participants from further afield (those who like to be a Parkrun tourist).

I was hoping you would be able to assist me in finding out who the landowner of the meadow would be & if you could provide me with contact details so I could discuss the Parkrun proposal & what I would need to do in order to get the support & funding raised for such an event to start up in the area?

I look forward to hearing from you in due course. I am contactable via my email or with my number below.

Kind regards,
Stephanie Wenn