



# Attleborough Town Council

Historic Market Town in the Heart of Norfolk

**Minutes of the meeting of the Attleborough Town Council  
Held on Monday, 5<sup>th</sup> September 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 V Dale  
Cllr E Tyrer   Cllr T Taylor   Cllr S Mackinnon   Cllr K Montague   Cllr D De Souza  
Cllr A Busk

In attendance – Michelle Barron – Town Clerk

In attendance – Anne Willett – Clerks Assistant (minute taker)

Dist. Cllr K Martin, Dist. Cllr T Ashby, A Holdsworth, Breckland Council, Public x 7

067.22) Mayors Welcome – Cllr Leslie welcomes everyone and states there is a very full agenda

068.22) Apologies for absence –

Cllr Bond

Cllr Wenham

069.22) Declarations of Interest

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

Cllr Taylor- Item 10 – Christmas Lights

b) To receive and consider dispensations in respect of Disclosable Pecuniary Interests –

Cllr Ellis – Item 10 – Christmas Lights

070.22) Public Participation - None

071.22) Minutes of the Town Council meeting held on 1<sup>st</sup> August 2022

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

**RESOLVED** - to accept the minutes of the Town Council meeting held on 1<sup>st</sup> August 2022

**ACTION: TOWN CLERK**

072.22) Planning Matters

a) Planning Applications –

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

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

b) Planning Applications

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 - No comments.
- 3PL/2022/0839/A – Junction of Carvers Lane & Blackthorn Road** – Advert consent for one New Homes Development Signs for Places for People - No comments
- 3PL/2022/0685/A – Land at West Carr Road & Carvers Lane** - Advert consent for one New Homes Development Signs for Places for People - No comments
- 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 - No comments
- 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 - No comments.
- 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 - No comments
- 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 - No comments
- ACTION: TOWN CLERK**

#### **073.22) Financial Matters**

##### **a) To authorise payments –**

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

**RESOLVED** to accept and approve the following payment list dated 5 September 2022

Total £64,023.60

##### **b) To agree direct debits –**

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

**RESOLVED** to approve and accept the direct debit list dated September 2022

Total £51,143.24

##### **c) To receive Income –**

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

**RESOLVED** to approve and accept the income list for August 2022

Total £3299.41

##### **d) Petty cash –** Noted for information

##### **e) Income & Expenditure July 2022 –** Noted for information

##### **f) Option to opt out of the SAAA central external auditor appointment arrangements –**

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

**RESOLVED** – to opt out of the SAAA central external auditor appointment arrangements

**ACTION: TOWN CLERK**

#### **074.22) New Water Connection Queens Square –**

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

**RESOLVED** – to accept and approve new water connection Queens Square at a cost of £3,725.80

**ACTION: TOWN CLERK**

#### **075.22) Attcare Presentation –**

AttCare Trustee, George Ridgway gave a detailed update for their registered charity AttCare that was set up in 2017. The objects of the Trust are to deliver Themes 5 & 6 of the

Attleborough neighbourhood Plan, that is Health & Social Care and Sports and Community facilities. The objectives continue to be the facilitation of increased health and social provision for the rapidly growing expansion of Attleborough and surrounding villages. From a long list of strategic aims we realised our research and information was already out of date so we raised funding and commissioned a team from UEA Health Economic Unit (HEC) to provide a sustainable report for 2021-2036, this was completed May 2022. I have spoken recently with the Mayor and presented that report to the Council so that it can be incorporated in the delivery plan for the Town of Attleborough.

Cllr Leslie thanked George Ridgway for his presentation and informed Council a date had been set for Monday 26<sup>th</sup> September 7pm at the Town Hall (invite only) for the official launch of that document.

Cllr Ellis left the meeting

**076.22) Proposal for a contribution request towards the costs of the Christmas Lights –**

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

**RESOLVED** – to accept and approve a contribution of £15,000 towards the costs of the Christmas Lights.

**ACTION: TOWN CLERK**

Cllr Ellis returned to the meeting

**077.22) Proposal to go to tender for a single CCTV company to provide a solution for coverage for Wheel Park, Public Toilets, Queens Square –**

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

**RESOLVED** - to go to tender for a single CCTV company.

**ACTION: TOWN CLERK**

**078.22) Anti-Social Behaviour –**

Item 15e) brought forward to this item. After a discussion indicative votes were taken

- Street drinking order – gather information to discuss at next ATC meeting
- Public toilets – in principle in favour to continue to lock until CCTV installed
- The Dell – not in favour to continue locking Dell

Regarding the correspondence from resident regarding anti-social behaviour which included incidences of arson, unfortunately the Town Council would be unable to take any action and the Police would be the best people to pursue this.

**079.22) Community Car Scheme –**

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

**RESOLVED** – to bring the Community Car Scheme in house

**ACTION: TOWN CLERK**

**080.22) Councillors Reports**

- Cllr Lane reported the Art Exhibition had been very well received. Another book sale coming up in October. Newsletter and website launch date 1st November 2022. It has now been twelve months since the formation of the Events & Communications Committee, I will be presenting a report at the end of the year to take into account all what has been happening to the end of 2022.
- Dist. Cllr Martin reported a planning meeting with a very full agenda being held at Breckland Tuesday 6<sup>th</sup> September. A Hymn marathon had taken place at St Marys Church and he had spoken to Director of Music about the possibility of obtaining some funding and would pursue this.

**081.22) Correspondence**

- a) **Request from Edwards Court –**  
On the motion of Cllr Leslie, seconded by Cllr Taylor, it was **RESOLVED** - to make representation to NCC Highways
- b) **Request potential speed limit on Long Street –**  
On the motion of Cllr Lane, seconded by Cllr Ellis, it was **RESOLVED** - to make representation to NCC Highways
- c) **Local Flavours 2022 –** Noted for information
- d) **Request from resident for Cygnet Close Play Area –**  
Clerk will prioritise and add to schedule
- e) **Residents' concerns regarding The Dell –** Discussed during Item 12
- f) **Request from St Marys Church for Funding for Community Projects –** Send Grant form to Revd Jackson
- g) **Request for Litter Picking Equipment –**  
On the motion of Cllr Smith, seconded by Cllr Taylor, it was **RESOLVED** – to replace Litter Picking Equipment
- h) **Re-organisation of Community Governance order – Attleborough/Gt Ellingham –** Noted for information
- i) **Resident request regarding street light –** the policy of the Council is to decline, but we do support resident's concern and suggest they contact Norfolk County Council
- i) **Request to Use Gaymers Meadow –** It was suggested to give contact details of the person organising Park Run.

**082.22) Public Participation (10 Minutes) –**

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

**083.22) Any other items which the Chairman decides are urgent –** None

**084.22) Exclusion of Press & Public**

On the motion of Cllr Lane, seconded by Cllr Mackinnon, it was **RESOLVED** - to pass a resolution excluding the press and public from the meeting given the sensitive nature of the Business to be discussed.

**085.22) Attleborough Leisure Centre Project –**

On the motion of Cllr Taylor, seconded by Cllr Dale, it was **RESOLVED** - to defer to an EGM

**086.22) Breckland proposal for Gaymers –**

On the motion of Cllr Taylor, seconded by Cllr Redfern, it was **RESOLVED** - in principle we accept and agree points 1-4 in proposal put forward by Breckland.

Meeting closed 9.45pm

## Public Participation 2nd Session

- Volunteer car drivers queried what would be happening to Community Car Scheme
- Cllr Leslie informed them and the Clerk confirmed she would discuss the organisation with them going forward.