



Attleborough Town Council

Historic Market Town in the Heart of Norfolk

**Minutes of the meeting of the Attleborough Town Council
Held on Monday, 9th January 2023 at 7.00 pm
Held at the Town Hall, Queens Square.**

Present:

Cllr P Leslie - presiding

Cllr D Lane Cllr A Smith Cllr J Ellis Cllr V Dale Cllr S Mackinnon
Cllr T Taylor Cllr D De Souza Cllr K Montague Cllr E Tyrer Cllr A Busk
Cllr R Bond Cllr R Redfern Cllr P Wenham Cllr A Westby

In attendance – Michelle Barron – Town Clerk

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

James Ingham, Community Liaison Manager UPP, Dist. Cllr Martin, Public x 2

136.22) Mayors Welcome – Cllr Leslie welcomed everyone and thanked Cllrs for their work during previous year stating projects were being delivered and the new Wheel/skate park neared completion.

137.22) Apologies for absence – None received

138.22) Declarations of Interest

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

Cllr Tyrer – Item 6b 3PL/2022/1414/EU

Cllr Taylor – Item 7a

Cllr Taylor- Item 15,16,17

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

None received

139.22) Public Participation –

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

140.22) Minutes of the Town Council meeting held on 5th December 2022

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

RESOLVED - to accept the minutes of the Town Council meeting held on 5th December 2022 with amendment to **Public Participation 1st Session** - omit “North” from “ parking at New North Road”

ACTION: TOWN CLERK

141.22) Planning Matters

a) Planning Applications –

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

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

Cllr Tyrer leaves the meeting

b) Planning Applications (Not due yet)

3PL/2022/1413/EU – ATTLEBOROUGH: The Annexe Adjacent to Potmere Cottage Hargham Road – Annexe used as an Independent Dwelling – No objections

Cllr Tyrer returns to meeting

3PL/2022/1300/F – ROCKLANDS: Land to South side of Swangely Lane - 8no. poultry houses with associated admin blocks, feed bins & ancillary development (Revised scheme) – No objections

3BT/2022/0008/BTM – ATTLEBOROUGH: Telecommunications Site Land at Pocket Saver Discounts Station Road – Prior approval for the removal & replacement of existing 15 metre high tower & 3 no. antennas with a 20 metre high monopole supporting 6 no. upgraded antennas and 1 no. 300mm transmission dish on a new headframe, removal & replacement of the existing cabinet & meter cabinet with 3 no. equipment cabinets & 1 no. upgraded meter cabinet & ancillary development thereto, including the relocation of 1 no. existing 300mm transmission dish & the installation of 1 no. GPS module, all located within a fenced compound – No objections.

3PL/2022/1441/HOU- ATTLEBOROUGH: Lyn Holme, 16 Dodds Road – Single Storey rear extension, façade upgrade/replacement fenestration & internal alterations – No objections.

3PL/2022/1421/F- ATTLEBOROUGH: The Hall, 31 Norwich Road – Construction of dairy heifer kennel building, feeding area, calf rearing building & roof water lagoon/pond. GP storage building – No objections.

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

RESOLVED - to accept and approve the above comments

ACTION: TOWN CLERK

Cllr Taylor leaves the meeting

142.22) Financial Matters

a) To authorise payments –

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

RESOLVED to accept and approve the following payment list dated 9 January 2023

Total £185,164.58

Cllr Taylor returns to meeting

b) To agree direct debits –

On the motion of Cllr De Souza, seconded by Cllr Montague, it was

RESOLVED to approve and accept the direct debit list dated January 2023

Total £28,035.07

c) To receive Income –

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

RESOLVED to approve and accept the income list for December 2022

Total £4,807.85

d) Petty cash – Noted for information

e) Income & Expenditure November 2022 – Noted for information

ACTION: TOWN CLERK

143.22) Budget for 2023/24 –

Town Clerk gave a report on the Budget explaining it had been difficult to predict how much costs would increase. The increase to the precept would be 12.1%. After further discussion it was thought to be reasonable. Cllr Mackinnon congratulated Town Clerk on her work with the budget

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

RESOLVED to accept and approve Budget for 2023/24

ACTION: TOWN CLERK

144.22) Attleborough Emergency Plan –

The plan was well received, it was thought to be practical and contained a lot of common sense.

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

RESOLVED – for Cllr Taylor to take Lead Co-Ordinator and Cllr De Souza to be Deputy Co-Ordinator

ACTION: TOWN CLERK

145.22) Councillors Reports

- Dist. Cllr Martin attended Cabinet meeting with Budget on agenda and Local Plan update. Update due on Abbey Farm with developers.
- Cllr Taylor reported during the last 'Bloomers' litter pick at Decoy Common a lot of gas canisters had been found. Also, at Queens Square approx. 1500-2000 additional bulbs had been planted by the 'Bloomers'.
- Cllr Lane gave update on Events, a provisional schedule had been put together for coming year, first event being Shrove Tuesday during February Half Term. Cllr Lane thanked Cllr Dale for all her work involved in Christmas Crafternoon and the Cinemas had been well received. A seasonal Spring addition of newsletter planned and London Road Play area grand opening planned February Half Term. Regular Cllrs café meetings planned to take place one week before ATC Council to be held in downstairs front office with a minimum of two Cllrs.
- Dist. Cllr Martin had spoken with Paul Hewitt and the reports with recommendations regarding Queens Square car park will be discussed at next Scrutiny meeting. Cllr Leslie asked if the Town Council could be kept informed.

146.22) Correspondence

a)Residents Request for a Walk in Centre –

After a discussion all agreed this was a good idea.

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

RESOLVED to respond to resident – we support a walk in Centre locally and extra provision, the Healthcare Report demonstrates a need for it and we are doing what we can with key stakeholders to see if these sorts of provisions can be done.

b)Feasibility study for pedestrian crossing Queens Road – It was decided for the Clerk to look at various options, including Breckland Future Market Town Project and bring back to Council.

ACTION: TOWN CLERK

147.22) Public Participation (10 Minutes) –

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

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

Cllr Leslie announced Friday 24th February 2023 for a Civic Reception and Local Hero Awards.

149.22) Exclusion of Press & Public

On the motion of Cllr Leslie, seconded by Cllr De Souza, 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.

Cllr Taylor left the meeting and did not return

150.22) Breckland Request for Leisure Centre Funding –

A special motion was proposed by Cllr Leslie, seconded by Cllr MacKinnon and it was **RESOLVED** to void the previous motion held in regards to the Attleborough Leisure Centre project.

On the motion of Cllr Leslie, seconded by Cllr Bond, it was, **RESOLVED** to contribute the sum of £50,000 towards the estimated 27k shortfall in the 3G pitch monies, with any remainder towards the emergency access road. The triangle piece of cemetery land, which has significant value to the project will gifted to this project. All of the above is agreed on the condition that the Leisure centre project and sports provision is included in the coordination of the Attleborough Development Partnership board.

151.22) Partnerships Manager Role –

No resolution – The Clerk would go back to Breckland with suggested amendments and also ask for feedback on the Terms of Reference for the new partnership.

152.22) Employment Tribunal Settlement –

Cllr Leslie reminded members that information relating to this matter must remain strictly confidential

On the motion of Cllr Dale, seconded by Cllr Westby, it was, **RESOLVED** to agree settlement with [REDACTED]

Meeting closed 9.20pm

Public Participation 1st Session

- James Ingham, Liaison Manager with UPP thanked the Town Council for the opportunity to speak and for their support. The aim is to bring superfast Broadband to market towns and surrounding villages and there would be updates on this in the coming weeks and are very keen to engage with the local community.
- Cllr Lane as Chair of Events and Communications stated it would be beneficial to make the public aware of what UPP were doing and she would provide a list of Events, the first one being Shrove Tuesday if they wanted to become involved. Information would also be put into the next Newsletter.
- Resident asked for information on how to advertise on recently installed electronic board
- Enquiries would be made at Breckland
- Resident had enquired if live streaming of meetings would return
- Technical issues were being resolved

Public Participation 2nd Session

- It was suggested to add a section in the Town Council's Emergency Plan to include recognised sections of the community that it could be essential to contact, which could include Schools, Nurseries, Sheltered Housing, Nursing Homes and other Assisted Living Units.
- Cllr Taylor read out correspondence from resident who was appalled at Attleborough Surgery's response to resident who was told to go to a Walk in Centre when he needed help. Also asked if council meetings could be live streamed.