



You are summoned to the Meeting of Attleborough Town Council
To be held on Monday 6th March 2023 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) and is opened to the public

Michelle Barron
28th February 2023
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 Town Council meeting held on 6th February 2023

a) Minutes of the Town Council Extraordinary meetings held on 13th February 2023 7pm & 7.15pm
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) – for consideration and resolution

3PL/2023/0066/VAR – ATTLEBOROUGH: Adj The Paddocks (Gaskin Way) Leys Lane –
Variation/Removal of Conditions 5,9, 11 & removal of Condition 12 on 3PL/2020/1091/F
3PL/2023/0141/HOU - ATTLEBOROUGH: Peelers London Road – Proposed alterations to front elevation including remodelling of porch & replace roof with gabled roof. Replacement of existing fence & erection of new gate & fence to either side of the front elevation. Render applied to fenestration of front elevation. Repositioning of vehicular access & erection of detached garage.

3PL/2023/0159/HOU – ATTLEBOROUGH: The Willows West Carr Road – Retrospective permission for the conversion of loft space above annex (ref. 3PL/2012/0095/F) to be occupied for residential use, the loft space/annexe is still to be used ancillary to the main dwelling.

3PL/2023/0057/VAR – ATTLEBOROUGH: Land located on West Carr Road - Variation of Condition No 2 on 3PL/2023/0057/VAR – Bat boxes to be added to side elevations of House Types A & B, with minor repositioning to the windows. Roof above master suite, above carport, on House Type B will be redesigned with skylights, roof angles & heights.

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 January 2023 – for information

8 Christmas Lights Committee – for consideration and resolution

- a) Terms of Reference
- b) To Elect Members

9 Jubilee Woodland Committee for consideration and resolution

- a) Terms of Reference
- b) To Elect Members

10 Commonwealth War Graves Commission Request to install signs at Attleborough Cemetery – for consideration and resolution

11 Quotation to Replace Consumer Unit in Christmas Lights cabinet on Queens Square - for consideration and resolution

12 Anti-Social Behaviour and Anti-Social Drinking - for consideration and resolution

13 NCC Consultation on Devolution – for consideration and resolution

14 Councillors Reports

15 Correspondence

- a) Norwich Western Link project update & introduction from Cllr Graham Plant
- b) Request to waive Town Hall hire charge for Charity Drag Bingo event in aid of Priscilla Bacon Lodge, cancer hospice in Norwich – for consideration and resolution.

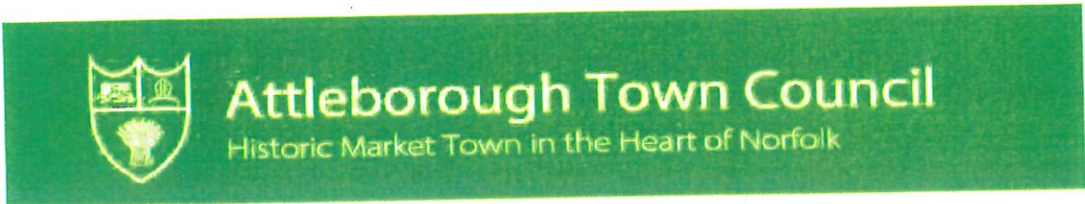
16 Public Participation (10 Minutes)

17 Any items which the Chairman decides are urgent

For discussion only.

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, 6th February 2023 at 7.00 pm
Held at the Town Hall, Queens Square.**

Present:

			Cllr P Leslie - presiding	
Cllr D Lane	Cllr A Smith	Cllr V Dale	Cllr S Mackinnon	Cllr A Busk
Cllr T Taylor	Cllr D De Souza	Cllr K Montague	Cllr E Tyrer	
Cllr R Bond	Cllr R Redfern (Arr. 7.15pm)		Cllr P Wenham	Cllr A Westby

In attendance – Michelle Barron – Town Clerk

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

Caroline Bidewell, Placemaking & Partnerships Manager, Breckland Council, Emma Crampton, Breckland Council, Dist. Cllr Ashby, Public x 6

153.22) Mayors Welcome – Opened the meeting, welcomed guests and thanked them for attending

154.22) Apologies for absence –
Cllr Ellis

155.22) Declarations of Interest

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

- Cllr Westby – Item 8a
- Cllr Taylor – Item 12, Item 15, Item 17
- Cllr Wenham – Item 12

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

156.22) Future Breckland Town Delivery Plan -

Caroline Bidewell introduced herself explaining they were a new team responsible for the delivery of the District Placemaking ambition, a huge amount of work has already taken place led by Emma who will now explain the work that has been involved. Emma went into great detail and reiterated the final document had been adopted by their own Cabinet. Firstly, Integrated Attleborough, making sure the old and the new Town does not become separate, cycling, walking was looked at and crossing over the railway line which was the real divide between old and new, improving footways along Station Road, delivering some pocket parks between London Road and A11, South West of Attleborough and looking to deliver second stage of link road for phase 2 of Attleborough SUE development . Secondly Commercial Attleborough, looking at developing National Rail buildings by Attleborough train station into

an office hub with 5G superfast Broadband, looking at a new public space adjacent to the station with potentially new retail units and also looking at a new commercial development between London Road and A11 Breckland Lodge area. Thirdly Connected Attleborough looking at cycling and walking links and key employment areas particularly at Snetterton, Wymondham and Hethel, repairing and integrating existing cycle ways and improve cycle crossings over A11 especially B1107 by West Carr Road. Lastly Engaged Attleborough looking at 3D football pitch and a new Youth Club as part of a wider development at old brush factory, making improvements to existing recreational sights by providing flood lights and training facilities and lots of further improvements in the Town. There is a long-term endorsement to support vocational and technical offers for 16-19-year-old potential site old brush factory. Emma then handed back to Caroline for information on Governance. A shared delivery plan being put in place key to that is the future Breckland Board which will oversee the Breckland prospectus. There will be a mixed stakeholder group which will pool their resources together in order to make things happen. We hope there will be an Attleborough Partnership and keen to recruit a post in the next couple of months. As mentioned the final Plan has been adopted by Cabinet and we are going to each of the market Towns so far Dereham, Swaffham and Watton have agreed. There followed a question and Answer section. Cllr Leslie informed members the Future Breckland Town Delivery Plan would be an agenda item for the ATC Extraordinary meeting being held on Monday 13th February 2023 for resolution.

157.22) Public Participation –

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

158.22) Minutes of the Town Council meeting held on 9th January 2023

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

RESOLVED – to accept and approve with the following amendment Min 145.22 Councillors Report add ‘Bloomers’ carried out the litter picking at Decoy Common and planting at Queens Square

Minutes of the Town Council Extraordinary meeting held on 23rd January 2023

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

RESOLVED – to accept and approve with the following amendment Min 156.22 Precept ‘Budget has not been changed or been reduced’.

ACTION: TOWN CLERK

159.22) Planning Matters

a) Planning Applications –

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

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

b) Planning Applications (Not due yet)

3PL/2023/0016/VAR – ATTLEBOROUGH: Former Garden/Garage Driveway to Daglas House – Variation of Conditions 2 & 3 on 3PL/2021/1191/F – Changes to roof construction material. Additional area to extend the dwelling footprint to be able to incorporate an additional bedroom & inclusion of a new window to front elevation – No objections.

3PL/2022/0904/O – ATTLEBOROUGH: Dorengo, Carvers Lane – Outline Planning Permission required for Residential Development – No objections

3PL/2023/0057/VAR – ATTLEBOROUGH: Land Located on West Carr Road – Variation of Condition No 2 on 3PL/2021/1246/F – Bat boxes to be added to side elevations of House Types A & B with minor repositioning to the windows. Roof above master suite, above

carport, on House Type B will be redesigned with skylights, roof angles & heights – No objections.

3PL/2023/0065/O – ATTLEBOROUGH: Land Adjacent to Rosecroft Primary School London Road

– Outline planning application for the erection of 8 dwellings & associated works with all matters reserved, except access – we have concerns, this area has significant problems already with unresolved traffic issues.

3PL/2023/0043/VAR – ATTLEBOROUGH: Hill Common Farm Edwards Hill Common – Variation of Condition 2 on 3PL/2019/0993/F – Relocation of cart shed & discharge of conditions 4, 10 & 12 – No objections

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

RESOLVED - to accept and approve the above comments

ACTION: TOWN CLERK

Cllr Westby leaves the meeting

160.22) Financial Matters

a) To authorise payments –

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

RESOLVED to accept and approve the following payment list dated 6 February 2023

Total £24,404.14

Cllr Westby returns to meeting

b) To agree direct debits –

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

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

Total £32,025.08

c) To receive Income –

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

RESOLVED to approve and accept the income list for January 2023

Total £32,841.34

d) Petty cash – Noted for information

e) Income & Expenditure December 2022 – Noted for information

f) Appointment of Internal Auditor – On the motion of Cllr Dale, seconded by Cllr Lane, it was, **RESOLVED** – to accept and approve to appoint Kerry Butcher Accountancy as Internal Auditor

ACTION: TOWN CLERK

161.22) London Road Play Area – Additional Fencing Quotation –

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

RESOLVED – to accept and approve Option 2, 1.2m @ £9,251.25

ACTION: TOWN CLERK

162.22) Recording of meetings: -

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

RESOLVED – to upload in the same time scale as for minutes 10 working days.

ACTION: TOWN CLERK

163.22) Jubilee Woodland -

a) To agree next steps and funding options.

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

RESOLVED – to support this as a Town Council

b) To form a working group or sub-committee for this project.

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

RESOLVED – for the Clerk to put together Terms of Reference for approval and acceptance at next ATC meeting as Sub Committee to involve Sub Groups.

ACTION: TOWN CLERK

164.22) Process for Voluntary Groups working on council land – To create a process/policy of coordination/co-operation and to mitigate risk.

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

RESOLVED – to take to SORC March meeting as an overriding brief use as a guide.

ACTION: TOWN CLERK

165.22) Policies –

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

RESOLVED – to accept all amendments.

Amend Standing Orders to read 2023. Grants Award Policy to come back to SORC to consider grants over £1,000 in the policy.

ACTION: TOWN CLERK

166.22) Wheel/Skate Park –

Management of gate closure and time restrictions – short term electronic lock on gate – long term look at planning, contact Enforcement Officer. Contact North Walsham to discuss how they manage theirs. Open communications with potential user group. Explore Planning restrictions and various options for the future.

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

RESOLVED – to open Wheel Park immediately as a soft start to official launch, give authorisation to the Clerk to work on a solution, probably an electronic one, as well as look at possible alternative conditions placed on the site now that it has significantly changed.

ACTION: TOWN CLERK

167.22) Attleborough Christmas Lights –

Cllr Leslie informed members considering the amount of money spent by the Council over the years it would be remiss not to include this as part of the root and branch review of the Council operations. It was established we are not here to comment on the Light Committee. The conclusion of the report stated ownership of the lights needs to be established, the Clerk read out part of an email correspondence stating it has been confirmed to ATC the lights, looms and all material procession pertaining to the lights are solely owned by the Christmas Lights Committee. Second point spending over £340,000 could be construed as not best use of public funds especially as we are now going through a Cost of Living Crisis. Third point the Grant Award process is now going to another Committee. The Clerk stated for transparency that it was only fair to advise the Christmas Light Committee of the agenda item and after contacting them they said they would be returning £4,000 to ATC but nothing had been received to date. Cllr Taylor stated whatever the Council decides there is always going to be overheads in this that you do not get a material asset for i.e. putting up and taking down, testing lights, emergency call outs so looking at significant sums of money. There was a lengthy debate over the best way forward, it was suggested to invite the Christmas Light Committee to a meeting to discuss concerns and issues, review and bring back to Council. If ATC were to provide Christmas Lights themselves it was estimated approx. costs for first year £16,000 ongoing costs, year on year costs would reduce approx. by half.

On the motion of Cllr Lane, seconded by Cllr Smith, it was
RESOLVED – Option 1 - for a Council Christmas Light Committee to be set up to work with existing Christmas Lights Committee to address Councils concerns and explore options.

On the motion of Cllr Tyrer, seconded by Cllr De Souza, it was
RESOLVED – Option 2 – to set up informal Council meetings with Christmas Lights Committee to raise and address concerns regarding the money it donates.

A recorded vote was taken

Option 1 - Cllr Smith, Cllr Mackinnon, Cllr Montague, Cllr Busk, Cllr Lane, Cllr Westby in favour

Option 2 - Cllr Wenham, Cllr De Souza, Cllr Tyrer, Cllr Bond in favour

Abstained Cllr Taylor, Cllr Dale, Cllr Leslie, Cllr Redfern

Cllr Lane motion Option 1 carried 6 to 4

Clerk to provide Terms of Reference for this Committee to go to next Full Council meeting

ACTION: TOWN CLERK

168.22) Councillors Reports – None received
Apologies from Dist. Cllr Martin noted

169.22 Outstanding Settlement Agreement Matter –

Cllr Taylor informed members first project just waiting to find who the landowner is

Second one waiting to obtain a venue

Third project would be identified at the next ATC meeting under Councillor Reports

170.22) Decoy Common Bonfires -

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

RESOLVED – As a Council we do not want to set fires on Council land to dispose of waste, authorise Clerk to explore alternative options.

ACTION: TOWN CLERK

171.22) Correspondence

a) Decoy Common burning green waste – Respond to resident informing them of resolution

b) Rosecroft School Parking – Raise with Norfolk County Council Highways

c) Correspondence from George Freeman MP's constituent – Cllr Taylor will assist Clerk to reply The Lighthouse is a new are for the Community.

ACTION: TOWN CLERK

172.22) Public Participation (10 Minutes) –

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

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

174.22) 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 Tyrer and Cllr Taylor left the meeting and did not return

175.22 Employment of Town Council Solicitors –

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

RESOLVED - After completion of the current engagement we will no longer be engaging with that firm, any future firms appointed must not have any conflict of interest or perception of conflict of interest.

176.22) To discuss safeguards for staff and councillors –

In the interests of safeguarding officers and Councillors

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

RESOLVED - that we reinforce the necessity for the Member Officer Protocol to be adhered to, organise additional training on this matter for after the election and allow related issues to be referred to the Personnel Committee.

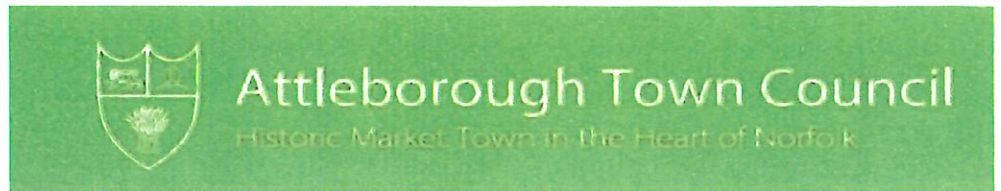
Meeting closed 10.25pm

Public Participation 1st Session

- Member of public thought You Tube meetings should continue. Also interested in skatepark.
- Cllr Dale put forward a request from a member of public for seats with some form of shelter at bus stops near Rosecroft school
- This has been a previous agenda item. Contact Highways to follow this up and report back to Environment Committee.
- Four residents had concerns about no Tourist Information Centre in Attleborough
- The Clerk reported enquiries had been made with the Library to see if they would be willing to accept leaflets pertaining to Tourist Information but the response was they would need payment. The TIC office in the Town Hall was used mainly for Community Car Scheme and the volunteers confirmed they received hardly any enquiries and many leaflets were out of date as far back as 2007. We will revisit the Library again. Norwich Tourist Information Centre closed two years ago. We may be able to use BT Hub for bus timetables.

Public Participation 2nd Session

- It was queried if CCTV was being installed before Wheel Park opened
- CCTV installation had been chased
- How does Council plan to adhere to Planning enforcement regarding opening hours until electronic gate in place?
- This has already been discussed during meeting
- It was suggested gates should not be locked until electronic lock in place
- The gates won't be locked



Minutes of the meeting of the Attleborough Town Council Extra-ordinary meeting.
Held on Monday, 13th February 2023 at 7pm
Held at the Town Hall, Queens Square.

Present:

Cllr P Leslie - presiding
Cllr A Westby Cllr D Lane Cllr S MacKinnon Cllr E Tyrer
Cllr A Busk Cllr V Dale Cllr J Ellis Cllr A Smith
Cllr R Bond Cllr T Taylor Cllr P Wenham
Public x 3

In attendance – Michelle Barron – Town Clerk

157.22) Mayors Welcome -

Cllr Leslie opened the meeting.

158.22) Apologies for absence –

Cllr Montague
Cllr De Souza

159.22) Declarations of Interest

- a) To receive and consider declarations of interest in items below – none
- b) To receive and consider dispensations in respect of Disclosable Pecuniary Interests – None

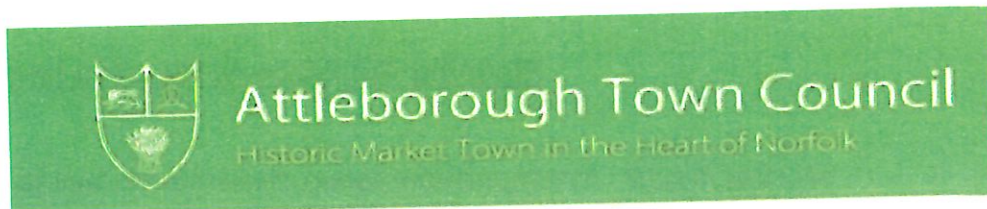
160.22) Future Breckland Town Delivery Plan –

After a brief discussion the Clerk asked if there was anything that should be noted in her response, Cllr Tyrer would like to see more clarity on delivery mechanism which would be a useful discussion in terms of potential partnership arrangements.

On the motion of Cllr Lane, seconded by Cllr Bond, it was,
RESOLVED - to propose acceptance of the delivery of the Plan.

ACTION: CLERK

Meeting closed



Minutes of the meeting of the Attleborough Town Council Extra-ordinary meeting.
Held on Monday, 13th February 2023 at 7.15pm
Held at the Town Hall, Queens Square.

Present:

Cllr P Leslie - presiding
Cllr A Westby Cllr D Lane Cllr E Tyrer Cllr J Ellis
Cllr A Busk Cllr V Dale Cllr S MacKinnon Cllr A Smith
Cllr R Bond Cllr T Taylor Cllr P Wenham
Public x 4

In attendance – Michelle Barron – Town Clerk

161.22) Mayors Welcome -

Cllr Leslie opened the meeting.

162.22) Apologies for absence –

Cllr Montague
Cllr De Souza

163.22) Declarations of Interest

- a) To receive and consider declarations of interest in items below – none
- b) To receive and consider dispensations in respect of Disclosable Pecuniary Interests – None

164.22) Decoy Common –

The Clerk gave an update on Decoy Common and gave details of extra work that would enhance the area further and which would also be within the budget.

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

RESOLVED - to accept and approve the extra work to be carried out whilst Contractors still on site.

ACTION: CLERK

Meeting closed

6a)

Planning Applications received to-date

3PL/2023/0087/F - ATTLEBOROUGH: Former Chapel Road School 50 Chapel Rd – Erection of 13 dwellings following demolition of former school & associated buildings – No objections

3PL/2023/0103/O – ATTLEBOROUGH: Charolais Cottage Poplar Road – Demolition of existing outbuildings, erection of five new dwellings & adjustment to existing site access with all matters reserved, except access – No objections

3PL/2023/0116/HOU – ATTLEBOROUGH: 2 The Patch Police Houses Access Road – Replacement of an existing brick & rendered wall by way of construction of a taller brick wall with updated electronic gated access – No objections.

3PL/2023/0064/VAR – ATTLEBOROUGH: Adj The Paddocks (Gaskin Way) Leys Lane – Variation of Conditions 3,4,5,6,7, & Removal of Condition 8 on 3PL/2017/1528/F – No objections

(6b)

Anne Willett

From: Michelle Barron
Sent: 16 February 2023 08:23
To: Anne Willett
Subject: FW: Planning Consultation PC 3PL/2023/0066/VAR

From: planning@breckland.gov.uk <planning@breckland.gov.uk>
Sent: 15 February 2023 17:05
To: Michelle Barron <townclerk@attleboroughtc.org.uk>
Subject: Planning Consultation PC 3PL/2023/0066/VAR

CONSULTATION - VARIATION OF COND'S

REFERENCE: 3PL/2023/0066/VAR
PROPOSAL: Variation/Removal of Conditions 5, 9, 11 & removal of Condition 12 on 3PL/2020/1091/F
LOCATION: ATTLEBOROUGH: Adj The Paddocks(Gaskin Way) Leys Lane
APPLICANT: Mr Anthony Gaskin

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=1pSLDQ-0001WB-4h&d=4%7Cmail%2F90%2F1676480400%2F1pSLDQ-0001WB-4h%7Cin6m%7C57e1b682%7C26595217%7C13522537%7C63ED10C494ACA5B39E4176B8BAF002FC&o=%2Fphtw%3A%2Fwtslrw.nckabekod.p.u%2Fgvgninnal&s=dcql_hR04axpgKXgjZIFMHhQFW! or by email to planning@breckland.gov.uk

Alternatively if you are unable to submit comments electronically please forward your comments in writing by **8th March 2023**, quoting the above reference number. Representations submitted in relation to planning applications will be available for public inspection.

Anne Willett

From: Michelle Barron
Sent: 20 February 2023 12:13
To: Anne Willett
Subject: FW: Planning Consultation PC 3PL/2023/0141/HOU

From: planning@breckland.gov.uk <planning@breckland.gov.uk>
Sent: 20 February 2023 09:20
To: Michelle Barron <townclerk@attleboroughtc.org.uk>
Subject: Planning Consultation PC 3PL/2023/0141/HOU

CONSULTATION - HOUSEHOLDER

REFERENCE: 3PL/2023/0141/HOU

PROPOSAL: Proposed alterations to front elevation including remodelling of Porch and replace roof with gabled roof. Replacement of existing fence and erection of new gate and fence to either side of the front elevation. Render applied to fenestration of front elevation. Repositioning of vehicular access and Erection of detached Garage

LOCATION: ATTLEBOROUGH: Peelers London Road

APPLICANT: Mr & Mrs B Hagen

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:

13th MARCH 2023

<https://url6.mailanyone.net/scanner?m=1pU2LC-0009gb-4y&d=4%7Cmail%2F90%2F1676884800%2F1pU2LC-0009gb-4y%7Cin6d%7C57e1b682%7C26595217%7C13522537%7C63F33B4A048A83F0079D33C2BD3378DF&o=%2Fphtw%3A%2Fwtslrw.nckabekod.p.u%2Fgvginnal&s=vdZsLFqMZBwitTQHD5BLu t2ewA> or by email to planning@breckland.gov.uk

Anne Willett

From: Michelle Barron
Sent: 20 February 2023 14:09
To: Anne Willett
Subject: FW: Planning Consultation PC 3PL/2023/0159/HOU

From: planning@breckland.gov.uk <planning@breckland.gov.uk>
Sent: 20 February 2023 13:35
To: Michelle Barron <townclerk@attleboroughtc.org.uk>
Subject: Planning Consultation PC 3PL/2023/0159/HOU

CONSULTATION - HOUSEHOLDER

REFERENCE: 3PL/2023/0159/HOU

PROPOSAL: Retrospective permission for the conversion of loft space above annex (ref. 3PL/2012/0095/F) to be occupied for residential of use, the loft space/annexe is still to be used ancillary to the main dwelling

LOCATION: ATTLEBOROUGH: The Willows West Carr Road

APPLICANT: Reynolds

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](#)

13th March 2023

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

<https://url6.mailanyone.net/scanner?m=1pU6Jv-000Ayy-4v&d=4%7Cmail%2F90%2F1676899800%2F1pU6Jv-000Ayy-4v%7Cin6d%7C57e1b682%7C26595217%7C13522537%7C63F3770B8DDC7F06CC81185C77AE6805&o=%2Fphtw%3A%2Fwtslrw.nckabekod.p.u%2Fgvginnal&s=5tflS574cn laDdw-7z7AUwTeMg> or by email to planning@breckland.gov.uk

Anne Willett

From: Michelle Barron
Sent: 23 February 2023 10:01
To: Anne Willett
Subject: FW: DC Consultations for Amendments

From: planning@breckland.gov.uk <planning@breckland.gov.uk>
Sent: 22 February 2023 13:50
To: Michelle Barron <townclerk@attleboroughtc.org.uk>
Subject: DC Consultations for Amendments

002 - CONSULTATION AMENDMENTS - VARIATION OF COND'S

REFERENCE: 3PL/2023/0057/VAR

PROPOSAL: Variation of Condition No 2 on 3PL/2023/0057/VAR - Bat boxes to be added to side elevations of House Types A & B, with minor repositioning to the windows. Roof above master suite, above carport, on House Type B will be redesigned with skylights, roof angles & heights

LOCATION: Land Located on West Carr Road

APPLICANT: Jock Properties

CASE OFFICER: Katie Arnold

AMENDMENT: Revised description

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](#)

8th MARCH 2023

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

<https://url6.mailanyone.net/scanner?m=1pUpVX-0004Ra-4J&d=4%7Cmail%2F90%2F1677073800%2F1pUpVX-0004Ra-4J%7Cin6f%7C57e1b682%7C26595217%7C13522537%7C63F61D8F15077A391AA095A74CCB070A&o=%2Fphtw%3A%2Fwtslrw.nckabekod.p.u%2Fgvgvinnal&s=H2BV44fwJpJW6YeGereUcc2VWRo> or by email to planning@breckland.gov.uk

7a)

PAYMENTS 5 MARCH 2023		DESCRIPTION	SERVICE	NET	VAT	TOTAL	BACS/CHQ
PAID TO		PHOTO COPIER USAGE	ADMIN	£ 55.78	£ 11.16	£ 66.94	PAID BACS 13/02/23
MAYDAY		GREEN MATERIAL	ADMIN	£ 27.08	£ 5.42	£ 32.50	PAID BACS 16/02/23
SAINSBURYS		SUPPLIES LONDON RD PLAY AREA OPENING	ADMIN	£ 20.75	£ -	£ 20.75	PAID BACS 16/02/23
MR SAM THE MAGIC MAN		ENTERTAINMENT 1ST APRIL & 7TH MAY	ADMIN	£ 350.00	£ -	£ 350.00	PAID BACS 16/02/23
ED CRAFER		MAGICAL HOST	CIVIC RECP	£ 325.00	£ -	£ 325.00	PAID BACS 17/02/23
L A SHAW		STANDPIPE ENCLOSURE QUEENS SQUARE	O/S	£ 1,884.00	£ 376.80	£ 2,260.80	PAID BACS 21/02/23
S BARRY		ALLOTMENT DEPOSIT REFUND	O/S	£ 150.00	£ -	£ 150.00	PAID BACS 23/02/23
ARROWCLEAN		WINDOW CLEAN	TH	£ 45.00	£ -	£ 45.00	BACS
BARCLAYCARD COMMERCIAL		SIGNS, TROPHIES, NUMBER PLATES X 6, MEDALS ETC.	ADMIN	£ 434.24	£ -	£ 434.24	BACS
M BARRON		CIVIC RECEPTION REFRESHMENT REIMBURSEMENT	CIVIC RECP	£ 55.08	£ 11.02	£ 66.10	BACS
BRECKLAND COUNCIL		CONTRIBUTION TO ATT LEISURE CENTRE & 3G PROJECT	ADMIN	£ 50,000.00	£ -	£ 50,000.00	BACS
COMMUNITY CAR SCHEME		GRANT FUNDING FEBRUARY	ADMIN	£ 275.00	£ -	£ 275.00	BACS
COMMUNITY CAR SCHEME		JOURNEYS FEBRUARY	ADMIN	£ 338.37	£ -	£ 338.37	BACS
V DALE		CIVIC RECEPTION REFRESHMENT REIMBURSEMENT	CIVIC RECP	£ 144.13	£ -	£ 144.13	BACS
EVANS		SKIP HIRE	O/S	£ 126.67	£ 25.33	£ 152.00	BACS
FRESH AIR CO		ANNUAL SERVICE AIR CONDITIONERS	TH	£ 643.00	£ 128.60	£ 771.60	BACS
D LANE		CIVIC RECEPTION REFRESHMENT REIMBURSEMENT	CIVIC RECP	£ 66.74	£ -	£ 66.74	BACS
LONGWATER CONSTRUCTION		MORTAR, POST FIX, HARDWOOD PLY	O/S	£ 156.64	£ 31.33	£ 187.97	BACS
MAYDAY		PHOTOCOPIER USAGE	ADMIN	£ 53.32	£ 10.66	£ 63.98	BACS
MBW CONTRACTORS		DECOY COMMON PATHWAY IMPROVEMENT	O/S	£ 17,923.00	£ 3,584.60	£ 21,507.60	BACS
MICROSHADE		HOSTED APPLICATION SERVICE NOV/FEB	ADMIN	£ 1,175.02	£ 235.00	£ 1,410.02	BACS
NETCENTRAL		ICT SUPPORT & ZOOM	ADMIN	£ 155.97	£ 31.19	£ 187.16	BACS
NORFOLK GERKS		WEBSITE MAINTENANCE	ADMIN	£ 70.00	£ -	£ 70.00	BACS
NORFOLK PARISH TRAINING		SUBSCRIPTION 2023/24	ADMIN	£ 535.00	£ -	£ 535.00	BACS
NUTS N BOLTS		SUPPLIES	O/S	£ 87.79	£ 17.57	£ 105.36	BACS
PEAR TECHNOLOGY		TECHNICAL SUPPORT & UPDATES	ADMIN	£ 90.00	£ 18.00	£ 108.00	BACS
ROGERS & NORTON		EMPLOYMENT UNFAIR DISMISSAL	ADMIN	£ 4,000.00	£ 800.00	£ 4,800.00	BACS
SCREWFIX		RAWLBOLTS, RESIN, GRASS WHITING WHITE	O/S	£ 42.81	£ 8.55	£ 51.36	BACS
THURLOW NUNN		PADLOCK, HOSE, GREASE GUN	O/S	£ 72.11	£ 14.42	£ 86.53	BACS
VIKING		SUPPLIES	TH	£ 239.09	£ 41.52	£ 280.61	BACS
WEBSTER		LIGHT BULBS	TH	£ 19.50	£ 3.90	£ 23.40	BACS
ZURICH		UPDATED SCHEDULE	ADMIN	£ 79.27	£ -	£ 79.27	BACS
PETTY CASH		CASH TOP UP	ADMIN	£ 249.09	£ -	£ 249.09	CHQ000104
				£ 79,889.45	£ 5,355.07	£ 85,244.52	

7b)

DD MARCH 2023

Name	Description	Service	Bill Freq	Net	Vat	Total
Siemens	Photocopy service	Admin	Annual			
Vodafone	mobiles	Admin	Monthly	£ 53.20	£ 9.74	£62.94
Bank Charges	Barclays	TH	Monthly	£ 6.40	£ -	£6.40
Bank Charges	Lloyds	TH	Monthly	£ 7.85	£ -	£7.85
Biffa	Waste collection	Rec	Monthly	£ 120.40	£ 24.08	£144.48
Biffa	Waste collection	TH	Monthly	£ 218.47	£ 43.70	£262.17
Wave	Water	Town Hall	Quarterly			
BT	Cloud	TH	Quarterly			
BT OnePhone	Mobiles/Broadband	OS	Monthly	£ 320.50	£ 64.10	£384.60
Wave	Water	Pavilion	Quarterly	£ 94.37	£ 18.88	£113.25
Wave	Water	Gaymers Bowl	Quarterly	£ 35.66	£ 7.14	£42.80
Anglian Water	Water	Chapel Rd	Quarterly	£ 105.69	£ -	£105.69
Breckland Council	Rates	TH	Monthly			
Breckland Council	Rates	Cemetery	Monthly			
Total Gas & Power	Electricity	Public Toilets	Quarterly	£ 233.94	£ 11.70	£245.64
Total Gas & Power	Elect Skate Park	OS	Quarterly	£ 141.41	£ 7.07	£148.48
Total Gas & Power	Gas	TH	Quarterly	£ 430.64	£ 21.54	£452.18
Total Gas & Power	Electricity	TH	Quarterly	£ 536.46	£ 26.83	£563.29
Phs Group	waste collection	TH	Annual			
Fuel Genie	Fuel	OS	Monthly	£ 156.48	£ 31.29	£187.70
						£2,727.47
HMRC Tax/Nic	BACS	HMRC	Monthly	£ 4,220.14	£ -	£ 4,220.14
Norfolk Pension	BACS	Pension	Monthly	£ 4,243.05	£ -	£ 4,243.05
Staff Salary	BACS	Salaries	Monthly	£ 13,880.36	£ -	£ 13,880.36
						£ 22,343.55
TOTAL						£25,071.02

7c)

INCOME FEBRUARY 2023		
Banked Monies		
Hall Bookings	£	517.50
Breckland S106	£	34,017.48
Memorial	£	335.00
Allotment rent	£	1,364.40
Community car grant Feb	£	275.00
Pavilion water	£	94.37
Pavilion rent	£	737.50
Total	£	37,341.25

(d)

4503
Lot

4400

4059

4010

4000

4000

4000

4000

4000

4000

4000

4000

4000

4000

4000

4000

4000

DATE	DETAILS	REC'D	OUT	BALANCE	MISC	POSTAGE	TOWN HALL	ARCHIVE	OPEN SPACES	STATIONERY	MEETING REFRESHMENTS	MILEAGE	ADVIC RECEPTION	ADMIN	EVENTS	JUBILEE	VAT
1.2.23	BAND	1194	89 103 26	296 74	213 10	14 20 57 23			93 82		188 66	43 65		140 00		110 35	36
"	Lidl Refreshments		17 23	279 51							16 51						43 14
"	Lidl Coffee + Tea		2 99	276 52							2 99						72
4.2.23	Volunteer Car Driver		16 00	260 52	16 00												
9.2.23	Sainsbury's Bottled Water		15 00	245 52					15 00								
9.2.23	Lidl Milk Sugar, Biscuits		17 06	228 46							15 40						166
16.2.23	Lidl MILK		3 55	224 91							3 55						
16.2.23	SOLEMAN keys x 2		9 90	215 01					9 90								
16.2.23	Lidl Pan		4 99	210 02		4 99											
21.2.23	Me to You Decorations		56 00	154 02	56 00												
21.2.23	Sainsbury's Pancakes		5 25	148 77													
22.2.23	Muhills Oasis		5 37	143 40									5 37				
22.2.23	Poundland Biscuits		7 00	136 40									5 84		5 25		
23.2.23	QD Tealights		8 00	128 40									8 00				
22.2.23	B+Q Daffodil + Strub		45 80	82 60									45 80				
22.2.23	Tesco Spring Bulbs, Flowers		23 58	59 02									23 58				
22.2.23	Lidl Tea Milk Biscuits		11 37	47 65									23 58				
			249 09	47 65	72 00		4 99		24 90		49 82		88 59		5 25		3 54
		1194	89 249 09	47 65	285 10	14 20 56 22			118 72		238 48	43 65	88 59	140 00	5 25	110 35	46 68

DATE	DETAILS	REC'D	OUT	BALANCE	MISC	POSTAGE	TOWN HALL
1.2.23	BAND	1194	89 103 26	296 74	213 10	14 20 57 23	
"	Lidl Refreshments		17 23	279 51			
"	Lidl Coffee + Tea		2 99	276 52			
4.2.23	Volunteer Car Driver		16 00	260 52	16 00		
9.2.23	Sainsbury's Bottled Water		15 00	245 52			
9.2.23	Lidl Milk Sugar, Biscuits		17 06	228 46			
16.2.23	Lidl MILK		3 55	224 91			
16.2.23	SOLEMAN keys x 2		9 90	215 01			
16.2.23	Lidl Pan		4 99	210 02		4 99	
21.2.23	Me to You Decorations		56 00	154 02	56 00		
21.2.23	Sainsbury's Pancakes		5 25	148 77			
22.2.23	Muhills Oasis		5 37	143 40			
22.2.23	Poundland Biscuits		7 00	136 40			
23.2.23	QD Tealights		8 00	128 40			
22.2.23	B+Q Daffodil + Strub		45 80	82 60			
22.2.23	Tesco Spring Bulbs, Flowers		23 58	59 02			
22.2.23	Lidl Tea Milk Biscuits		11 37	47 65			
			249 09	47 65	72 00		4 99
		1194	89 249 09	47 65	285 10	14 20 56 22	

7e)

	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	85,548	0	(85,548)			0.0%	
1105 Burial Fees	415	0	(415)			0.0%	
1152 Repayment church wall damage	100	0	(100)			0.0%	
1376 Precept	611,286	611,286	0			100.0%	
1378 Grant payment Community Cars	2,750	3,960	1,210			69.4%	
1382 S106 Income Received	21,346	0	(21,346)			0.0%	
1391 interest received on saving ac	516	0	(516)			0.0%	
	721,960	615,246	(106,714)			117.3%	0
Administration :- Income							
4000 Staff Costs	264,163	300,000	35,837		35,837	88.1%	
4001 Other Employment Costs	0	2,000	2,000		2,000	0.0%	
4002 website	600	5,000	4,400		4,400	12.0%	
4004 Health & Safety	2,805	2,500	(305)		(305)	112.2%	
4005 Training	1,068	7,000	5,933		5,933	15.3%	
4010 Travelling Expenses	44	750	706		706	5.8%	
4020 Miscellaneous Expenses	658	2,000	1,342		1,342	32.9%	
4023 Subscriptions	2,167	2,500	333		333	86.7%	
4025 Insurances	9,328	10,000	672		672	93.3%	
4027 Bookkeeping	765	2,000	1,235		1,235	38.3%	
4029 Photocopier Usage Fee	605	2,500	1,895		1,895	24.2%	
4031 Computer	6,327	9,000	2,673		2,673	70.3%	
4040 Community Car Scheme	6,367	6,000	(367)		(367)	106.1%	
4041 Grants S137	0	1,000	1,000		1,000	0.0%	
4042 Local Grants	3,950	3,000	(950)		(950)	131.7%	
4051 Bank Charges	193	500	307		307	38.7%	
4055 Judicial Review Claim	0	3,000	3,000		3,000	0.0%	
4056 Consultancy	500	3,000	2,500		2,500	16.7%	
4057 Audit Fees	(100)	2,500	2,600		2,600	(4.0%)	
4058 Legal Fees	12,580	15,000	2,420		2,420	83.9%	
4059 Civic Reception	0	1,000	1,000		1,000	0.0%	
4060 Civic Allowances	0	1,000	1,000		1,000	0.0%	
4076 SumUP card charges	9	0	(9)		(9)	0.0%	
4099 Contingency	0	1,000	1,000		1,000	0.0%	
4121 Telephone	4,653	4,000	(653)		(653)	116.3%	
4122 Postages	14	500	486		486	2.8%	
4123 Stationery	736	2,000	1,264		1,264	36.8%	
4140 Fuel	41	0	(41)		(41)	0.0%	
4147 Photocopier Lease payments	1,240	1,500	260		260	82.7%	
4190 Equipment Purchase	1,079	2,000	921		921	54.0%	
4230 Supplies	549	250	(299)		(299)	219.7%	

Month No: 10

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4231 Advertising	664	1,000	336		336	66.4%	
4298 Covid General Expenses	0	500	500		500	0.0%	
4300 Premises Licence	0	500	500		500	0.0%	
4503 Jubilee	4,715	0	(4,715)		(4,715)	0.0%	
Administration :- Indirect Expenditure	<u>325,720</u>	<u>394,500</u>	<u>68,780</u>	<u>0</u>	<u>68,780</u>	<u>82.6%</u>	<u>0</u>
Net Income over Expenditure	<u>396,240</u>	<u>220,746</u>	<u>(175,494)</u>				
<u>112 Street Lights</u>							
4402 Public Lighting	18,627	25,000	6,373		6,373	74.5%	
Street Lights :- Indirect Expenditure	<u>18,627</u>	<u>25,000</u>	<u>6,373</u>	<u>0</u>	<u>6,373</u>	<u>74.5%</u>	<u>0</u>
Net Expenditure	<u>(18,627)</u>	<u>(25,000)</u>	<u>(6,373)</u>				
<u>113 Toilets</u>							
1050 Income	3	0	(3)			0.0%	
Toilets :- Income	<u>3</u>	<u>0</u>	<u>(3)</u>				<u>0</u>
4112 Water	651	750	99		99	86.8%	
4113 Electricity	1,029	1,786	757		757	57.6%	
4145 Maintenance/Repairs	44	500	456		456	8.8%	
4190 Equipment Purchase	0	100	100		100	0.0%	
4220 Cleaning	0	100	100		100	0.0%	
4230 Supplies	103	500	397		397	20.6%	
4255 Safety Checks	35	200	165		165	17.5%	
Toilets :- Indirect Expenditure	<u>1,862</u>	<u>3,936</u>	<u>2,074</u>	<u>0</u>	<u>2,074</u>	<u>47.3%</u>	<u>0</u>
Net Income over Expenditure	<u>(1,859)</u>	<u>(3,936)</u>	<u>(2,077)</u>				
<u>114 Christmas Lights</u>							
4400 Expenditure	15,000	20,000	5,000		5,000	75.0%	
Christmas Lights :- Indirect Expenditure	<u>15,000</u>	<u>20,000</u>	<u>5,000</u>	<u>0</u>	<u>5,000</u>	<u>75.0%</u>	<u>0</u>
Net Expenditure	<u>(15,000)</u>	<u>(20,000)</u>	<u>(5,000)</u>				
<u>115 Archive</u>							
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%	
4255 Safety Checks	115	0	(115)		(115)	0.0%	
Archive :- Indirect Expenditure	<u>115</u>	<u>300</u>	<u>185</u>	<u>0</u>	<u>185</u>	<u>38.3%</u>	<u>0</u>
Net Expenditure	<u>(115)</u>	<u>(300)</u>	<u>(185)</u>				

Detailed Income & Expenditure by Budget Heading 31/01/2023

Month No: 10

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>116 Attleborough Neighbourhood Pla</u>							
4400 Expenditure	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)				
<u>118 Events</u>							
1050 Income	158	0	(158)			0.0%	
1393 Income Events	1,286	0	(1,286)			0.0%	
Events :- Income	1,444	0	(1,444)				0
4400 Expenditure	176	10,000	9,824		9,824	1.8%	
4505 Newsletter	1,096	0	(1,096)		(1,096)	0.0%	
Events :- Indirect Expenditure	1,271	10,000	8,729	0	8,729	12.7%	0
Net Income over Expenditure	173	(10,000)	(10,173)				
<u>201 Open Spaces</u>							
1000 Booking Fees	0	500	500			0.0%	
1050 Income	385	200	(185)			192.6%	
1100 Allotment Income	1,314	1,500	186			87.6%	
1105 Burial Fees	10,335	15,000	4,665			68.9%	
1106 Sports Letting	2,313	1,000	(1,313)			231.3%	
1150 Re-imburement of Utilities	512	100	(412)			512.1%	
1152 Repayment church wall damage	400	1,000	600			40.0%	
Open Spaces :- Income	15,259	19,300	4,041			79.1%	0
4020 Miscellaneous Expenses	320	700	380		380	45.7%	
4110 Rates	1,217	800	(417)		(417)	152.1%	
4112 Water	1,809	1,500	(309)		(309)	120.6%	
4113 Electricity	962	1,500	538		538	64.1%	
4140 Fuel	3,953	3,500	(453)		(453)	112.9%	
4143 Equipment Hire	400	750	350		350	53.4%	
4144 Tree Work	2,925	2,000	(925)		(925)	146.3%	
4145 Maintenance/Repairs	4,801	25,000	20,199		20,199	19.2%	
4146 Play Equipment	9,590	5,000	(4,590)		(4,590)	191.8%	
4189 Wheel Park	125,400	0	(125,400)		(125,400)	0.0%	
4190 Equipment Purchase	3,623	3,000	(623)		(623)	120.8%	
4199 Allotments	1,198	0	(1,198)		(1,198)	0.0%	
4225 Refuse Collections	1,900	2,000	100		100	95.0%	
4230 Supplies	6,303	7,500	1,198		1,198	84.0%	

Month No: 10

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4255 Safety Checks	643	1,000	358		358	64.3%	
4288 London Rd Play Area	83,333	0	(83,333)		(83,333)	0.0%	83,333
4295 Cemetery expenses	0	1,000	1,000		1,000	0.0%	
4296 Company Vehicle	640	1,500	860		860	42.7%	
4298 Covid General Expenses	0	500	500		500	0.0%	
4300 Premises Licence	0	360	360		360	0.0%	
4400 Expenditure	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>249,017</u>	<u>59,610</u>	<u>(189,407)</u>	<u>0</u>	<u>(189,407)</u>	<u>417.7%</u>	<u>83,333</u>
Net Income over Expenditure	<u>(233,758)</u>	<u>(40,310)</u>	<u>193,448</u>				
6000 plus Transfer from EMR	83,333						
Movement to/(from) Gen Reserve	<u>(150,425)</u>						
<u>210 Attleborough in Bloom</u>							
4230 Supplies	0	250	250		250	0.0%	
4400 Expenditure	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>				
<u>211 Markets</u>							
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 Expenditure	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>				
<u>290 Open Spaces Capital Exps.</u>							
4190 Equipment Purchase	39,235	40,000	765		765	98.1%	
4194 Litter bins	385	3,000	2,615		2,615	12.8%	
Open Spaces Capital Exps. :- Indirect Expenditure	<u>39,620</u>	<u>43,000</u>	<u>3,380</u>	<u>0</u>	<u>3,380</u>	<u>92.1%</u>	<u>0</u>
Net Expenditure	<u>(39,620)</u>	<u>(43,000)</u>	<u>(3,380)</u>				
<u>301 Town Hall</u>							
1000 Booking Fees	10,050	8,000	(2,050)			125.6%	
1007 Bar Rent	640	500	(140)			128.0%	
Town Hall :- Income	<u>10,690</u>	<u>8,500</u>	<u>(2,190)</u>			<u>125.8%</u>	<u>0</u>

Month No: 10

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4110 Rates	12,350	13,000	650		650	95.0%	
4111 Gas	988	2,800	1,812		1,812	35.3%	
4112 Water	805	1,000	195		195	80.5%	
4113 Electricity	3,149	4,000	851		851	78.7%	
4145 Maintenance/Repairs	113	3,500	3,387		3,387	3.2%	
4190 Equipment Purchase	188	2,000	1,812		1,812	9.4%	
4220 Cleaning	450	1,500	1,050		1,050	30.0%	
4225 Refuse Collections	3,393	5,000	1,607		1,607	67.9%	
4230 Supplies	1,092	1,500	408		408	72.8%	
4255 Safety Checks	146	600	454		454	24.3%	
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	755	250	(505)		(505)	302.2%	
Town Hall :- Indirect Expenditure	23,431	55,650	32,219	0	32,219	42.1%	0
Net Income over Expenditure	(12,741)	(47,150)	(34,409)				
311 TIC							
4122 Postages	2	0	(2)		(2)	0.0%	
4230 Supplies	0	100	100		100	0.0%	
TIC :- Indirect Expenditure	2	100	98	0	98	1.6%	0
Net Expenditure	(2)	(100)	(98)				
501 Contingency							
4400 Expenditure	10,222	25,000	14,778		14,778	40.9%	
Contingency :- Indirect Expenditure	10,222	25,000	14,778	0	14,778	40.9%	0
Net Expenditure	(10,222)	(25,000)	(14,778)				
Grand Totals:- Income	749,356	643,546	(105,810)			116.4%	
Expenditure	684,887	643,546	(41,341)	0	(41,341)	106.4%	
Net Income over Expenditure	64,469	0	(64,469)				
plus Transfer from EMR	83,333						
Movement to/(from) Gen Reserve	147,803						



8a)

ATTLEBOROUGH TOWN COUNCIL CHRISTMAS LIGHTS COMMITTEE TERMS OF REFERENCE

Mandate

1. The mandate of the Committee is overseeing the provision of the Christmas Light Display in Attleborough and to explore options for the improvement and transparency of the current arrangements. The Committee is authorised to work with community groups and particularly the independent Christmas lights group.
2. To enable this, it has been granted full delegated decision-making authority by the Council, subject to its not contravening the Council's wider policies.
3. It may nevertheless make recommendations to the Council; in which case the Proper Officer should place them on the agenda for resolution at its next scheduled meeting; and it must do so in the event that:
 - Any proposed expenditure might exceed agreed limits set by the Council.
 - Permanent staff appointments following satisfactory probation periods.
4. Its Chairman should provide a report, not less than quarterly, to a meeting of the Council.
5. In carrying out its mandate, the Committee is particularly responsible for:
 - Value for money
 - Quality of the lighting display
 - Purchase of replacement or additional displays
 - Environmental Factors.

Membership

6. The Committee should comprise five council members appointed by the Council for a one-year term. Casual vacancies arising should be filled for the remainder of the cycle.

In addition, Membership is open to members of the community, as the committee see fit, but these members will not have voting rights.

Meetings and Procedure

7. The Committee should meet as often as it deems necessary for the efficient and timely execution of its business.
8. Unless otherwise directed by the Council, the Committee's Chairman and Deputy Chairman should be elected by its members at the first Committee meeting of each election cycle.
9. The quorum for a meeting of the Committee is three.
10. Committee decisions should be made by a majority of those present and voting. In the event of a tie, the Committee Chairman on the day may give a casting vote.

11. In the interests of transparency, all Committee meetings should be open to the press and public except to the extent that confidential or sensitive business dictates otherwise. All confidential or sensitive business must be considered 'below the line' in accordance with the legal provisions then in place for the exclusion of the press and public.
12. Members of the Council, not being members of the Committee, may request to attend all or part of any Committee meeting but may not do so unless a majority of the Committee consents. In the interests of efficiency, such requests and consents should be made and dealt with before the meeting takes place (by email or other expedient means). A confirmatory motion to approve any such attendance should be put at the meeting concerned. If it is passed, the Councillor concerned may participate in the discussion of the agenda item(s) for which he/she has been admitted but may not take part in any vote. Any Councillor so admitted shall not have access to any confidential papers unless the Committee decides otherwise but may be briefed before the meeting by its Chairman and/or the Clerk at their sole discretion.
13. The Committee, if at its sole discretion it deems it expedient, may invite outside specialists to attend and participate in (or to observe) all or part of any meeting on a non-voting basis.
14. No employee may service or attend any part of a Committee meeting at which his/her personal case is to be discussed, except to the extent that, and only for as long as, the Committee at its sole discretion deems it necessary or desirable for him/her to be present.
15. All Councillors and staff attending a meeting of the Committee should be mindful at all times of the requirements of Data Protection Act 2018 and of the need for confidentiality on any personal or otherwise sensitive matter discussed there; and of the Council's collective responsibilities under employment legislation.
16. The agenda for any meeting should be prepared by the Town Clerk in consultation with the Committee Chairman (or in his/her absence, with its Deputy Chairman). Minutes of all Committee meetings should be taken, recorded in a transparent manner, and permanently stored; and presented to the next meeting for approval. The agendas and minutes of all Committee meetings should be posted in a timely manner on the Council's website; but sensitive or confidential matters should first be summarised or redacted as appropriate.
17. Committee meetings may take place online to the extent that the law permits or requires it.



9 a)

ATTLEBOROUGH TOWN COUNCIL JUBILEE WOODLAND COMMITTEE TERMS OF REFERENCE

Mandate

1. The mandate of the Committee is work with the Clerk to coordinate the creation of the new Jubilee Woodland. The committee will work on all aspects of this build.
2. To enable this, it has been granted full delegated decision-making authority by the Council, subject to its not contravening the Council's wider policies.
3. It may nevertheless make recommendations to the Council; in which case the Proper Officer should place them on the agenda for resolution at its next scheduled meeting; and it must do so in the event that:
4. Its Chairman should provide a report, not less than quarterly, to a meeting of the Council.
5. In carrying out its mandate, the Committee is particularly responsible for:
 - Design
 - Timescales and Implementation
 - Community Involvement
 - Environment and Ecology.
 - Public Consultation
 - Funding

Membership

6. The Committee should comprise five council members appointed by the Council for a one-year term. Casual vacancies arising should be filled for the remainder of the cycle.
7. In addition, Membership is open to members of the community, as the committee see fit, but these members will not have voting rights.

Meetings and Procedure

8. The Committee should meet as often as it deems necessary for the efficient and timely execution of its business.
9. Unless otherwise directed by the Council, the Committee's Chairman and Deputy Chairman should be elected by its members at the first Committee meeting of each election cycle.
10. The quorum for a meeting of the Committee is three.
11. Committee decisions should be made by a majority of those present and voting. In the event of a tie, the Committee Chairman on the day may give a casting vote.
12. In the interests of transparency, all Committee meetings should be open to the press and public except to the extent that confidential or sensitive business dictates otherwise. All confidential or

sensitive business must be considered 'below the line' in accordance with the legal provisions then in place for the exclusion of the press and public.

13. Members of the Council, not being members of the Committee, may request to attend all or part of any Committee meeting but may not do so unless a majority of the Committee consents. In the interests of efficiency, such requests and consents should be made and dealt with before the meeting takes place (by email or other expedient means). A confirmatory motion to approve any such attendance should be put at the meeting concerned. If it is passed, the Councillor concerned may participate in the discussion of the agenda item(s) for which he/she has been admitted but may not take part in any vote. Any Councillor so admitted shall not have access to any confidential papers unless the Committee decides otherwise but may be briefed before the meeting by its Chairman and/or the Clerk at their sole discretion.
14. The Committee, if at its sole discretion it deems it expedient, may invite outside specialists to attend and participate in (or to observe) all or part of any meeting on a non-voting basis.
15. No employee may service or attend any part of a Committee meeting at which his/her personal case is to be discussed, except to the extent that, and only for as long as, the Committee at its sole discretion deems it necessary or desirable for him/her to be present.
16. All Councillors and staff attending a meeting of the Committee should be mindful at all times of the requirements of Data Protection Act 2018 and of the need for confidentiality on any personal or otherwise sensitive matter discussed there; and of the Council's collective responsibilities under employment legislation.
17. The agenda for any meeting should be prepared by the Town Clerk in consultation with the Committee Chairman (or in his/her absence, with its Deputy Chairman). Minutes of all Committee meetings should be taken, recorded in a transparent manner, and permanently stored; and presented to the next meeting for approval. The agendas and minutes of all Committee meetings should be posted in a timely manner on the Council's website; but sensitive or confidential matters should first be summarised or redacted as appropriate.
18. Committee meetings may take place online to the extent that the law permits or requires it.

10)

Anne Willett

From: UKNA Signs <ukna.signs@cwgc.org>
Sent: 20 February 2023 11:51
To: Attleborough Enquiries
Subject: Commonwealth War Graves Commission: request to install signs indicating war graves at Attleborough Cemetery
Attachments: CWGC FAQ Signage Project.pdf; CWGC LA TC PC Sign Application Form.docx; Examples of CWGC fixing options.pdf

Dear Michelle,

Commonwealth War Graves Commission: request to install signs indicating war graves at your Cemetery

Ref No:	Cemetery Name	No. of casualties / war gr:
06479	Attleborough Cemetery	10

I am writing to you as Town Clerk, on behalf of the Commonwealth War Graves Commission, to enquire if the Council would be interested in having a sign at your Cemetery to let the public know there are 10 WW1 war graves situated there. The Signs project commenced as part of the centenary of the First World War and it is hoped that we can erect signs at as many churchyards, cemeteries and burial grounds as possible that contain war graves. The aim of the initiative is to increase awareness of war graves in the UK and to remind the public that they need not travel abroad to find Commonwealth commemorations.

If you would be interested in having a sign installed, please complete and return the attached '**CWGC Sign Application Form**', together with a photograph showing the desired location of the sign at that burial ground or a Google Street View shot showing the entrance will suffice. **All signs will be installed (unless by prior agreement), paid for and maintained by the Commission on a permanent basis.**

Once we have received your application we aim to install the sign(s) at the agreed location(s) as soon as possible, but within a maximum of 12 months. If however, you would prefer to install the sign yourself, this is an option, although we would still require the details requested on the application form & a photo of the proposed location. This is in case the sign needs to be replaced at some point in the future (as a result of damage, theft, etc.).

I have also attached a FAQ sheet for your information, and some suggested fixing options, however if you have any further questions about the application process, or if would like any other information about the Commission, please do not hesitate to contact us. If you would like to find out more about the casualties buried in your burial grounds, please visit our website at www.cwgc.org, where you can search our database.

Kind Regards,

Juliet Hunter
 Project Administrator
 United Kingdom and Northern Area



Commonwealth War Graves Commission
 2 Marlow Road, Maidenhead, Berkshire, SL6 7DX, United Kingdom

Signage Indicating War Graves Frequently Asked Questions

1. What do we need to do to get a CWGC War Grave sign(s)?

- Choose your preferred a sign size.
- Identify a suitable location for the sign to be fitted (*please see notes below*)
- Take a photo of the chosen location, with the paper template to indicate the exact location of the sign. (*please see notes below*) OR describe the entrance(s) on your application form and our team will install it in the best location for your site.
- Complete the CWGC application form. Please include our reference number from the original email.
- Email your completed application form to ukna.signs@cwgc.org including a photograph clearly showing the exact sign location.

2. What do the signs look like and how big are they?



Standard Sign: 430mm x 230mm



Small Sign: 210mm x 150mm

There is a slight variation on the wording, depending on the number of war graves in the churchyard. For example, "At this location there **is** a Commonwealth War Grave" or "At this location **there are** Commonwealth War Graves."

The signs are made from high-quality aluminium.

3. Where should the sign be fitted?

The sign should be fitted as close to the public entrance of the burial ground as possible, but the exact location is up to you. We will fit it where you feel it is most appropriate providing that we can adequately maintain the sign in the future.

The signs can be attached to railings, masonry, gates or notice boards. Alternatively, we can supply a stand-alone post. Care will be taken when fitting the signs not to damage the important fabric of buildings. Please contact us if you have any queries over the suggested location.

4. Why do you need me to take a photo?

It is really important that we fit the sign in the agreed upon location, a clear photograph indicating where it should be fitted will help us to place it correctly.

Ideally we suggest that you print the paper template below and temporarily affix it where you would like the sign. You may send multiple photographs if you think it would be helpful.

Alternatively, indicate the entrance where a sign is required and our experienced Operations team will use their judgement to fit the sign in the best location.



✓ Proposed sign location clearly marked, key surrounding features are visible

✗ Proposed sign location not marked.



✓ Proposed sign location clearly marked, key surrounding features are visible.

✗ Photograph is too close, key surrounding features are NOT visible.

Please remember that the template is not to scale

The Standard Sign is 430mm x 230mm

The Small Sign is 210mm x 150mm

5. When will the sign be fitted?

We aim to install each sign as soon as possible within an estimated 12 months. Alternatively, your sign can be sent in the post for you to install yourself.

6. Planning permission

Due to the size of the sign, it does not require planning or advertisement consent. However, if your burial ground is within an area of special control, for example a conservation area, you should check with your local authority that there are no local planning requirements.

7. How much will it cost me to get a sign?

Nothing. All signs will be installed, paid for and maintained by the Commission free of charge and on a permanent basis.

8. Where can I find out more information the Commission?

Please feel free to get in touch with us, via the following links:

For general enquiries:

CWGC Enquiries Team
Telephone: 01628 507200
Email: Enquiries@cwgc.org
Website: www.cwgc.org

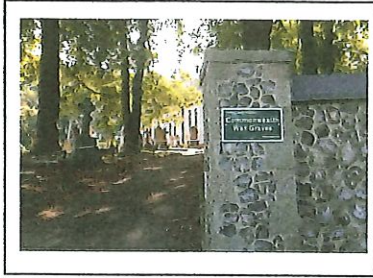


|||||
**COMMONWEALTH
 WAR GRAVES**
 |||||

Examples of CWGC Signs and fixing methods

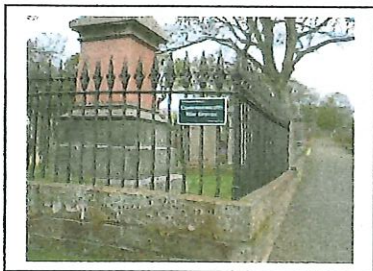
Attached to masonry:

When fixing Signs to walls and masonry we will normally use nonferrous screws and rawplugs. We will always try to fit signs into the joints in the masonry so to avoid drilling into the important fabric of walls and stone work. If considering a stone or flint wall location, please ensure the sign can lie flat against the wall. Signs come with no pre-drilled holes; any fixing work is done on site and is specific to each location.



Attached to metal railings or gates:

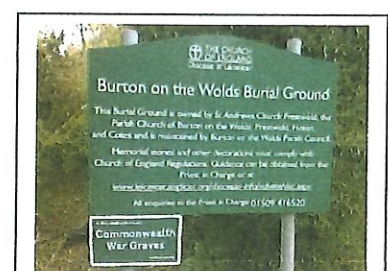
The Sign is fixed in place with a bracket and adjustable metal ties.



NB: Signs are now grey on the reverse, not white.

Attached to noticeboard:

Appropriate fixing plates would be attached to the noticeboard, fixing the Sign in place by use of a brackets or screws. Signs can also be attached to the legs of the noticeboard.



Attached to existing post:

The Sign is fixed with brackets or screws to an existing metal or wooden post.



11)

Harling Electrical LTD
 Unit 6C Snetterton Business Park
 Harling Road
 Snetterton
 Norfolk
 NR16 2JU
 01953860876
 office@harlingelectrical.co.uk
 http://www.harlingelectrical.co.uk
 VAT Registration No.: 250433341
 Company Registration No. 10318724



Estimate

ADDRESS

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

ESTIMATE NO. 2969
 DATE 07/02/2023
 EXPIRATION DATE 21/02/2023

DATE	ACTIVITY	QTY	RATE	VAT	AMOUNT
	Labour Replace consumer unit in Xmas lights cabinet on Queens Square. Andy & Ryan	1	480.00	20.0% S	480.00
	25mm Flexi Tail Kit	1	36.00	20.0% S	36.00
	Tail Gland - 40mm	1	6.50	20.0% S	6.50
	Hager Consumer Unit - 10 way	1	46.80	20.0% S	46.80
	Hager MCB SP - 50A 'B'	1	4.00	20.0% S	4.00
	Hager MCB SP - 40A 'B'	1	4.00	20.0% S	4.00
	Hager MCB SP - 6A 'B'	1	4.00	20.0% S	4.00
	Hager RCBO - 10A 'B'	5	16.25	20.0% S	81.25
	Bush 32mm - Short	2	0.45	20.0% S	0.90
	Coupler 32mm - Galvanised	1	0.45	20.0% S	0.45
	Hager Consumer Unit IP - 6 Way	1	60.00	20.0% S	60.00
	Materials FB Contactor 63A 2 Pole	1	25.00	20.0% S	25.00
	Din Rail Digital Timer	1	30.00	20.0% S	30.00
	Twin & Earth 10mm	2	5.00	20.0% S	10.00
	Twin & Earth 1mm	2	0.50	20.0% S	1.00
	Gland Pack 20S CW	5	6.80	20.0% S	34.00
	Adaptable Box - Wiska 308/5 - Black	5	5.95	20.0% S	29.75
	Wiska 308 - Earth Bar (Pair)	2.50	6.00	20.0% S	15.00

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Please review, sign and return* the estimate below. Feel free to
contact us if you have any questions.
We look forward to working with you.

SUBTOTAL	868.65
VAT TOTAL	173.73
TOTAL	£1,042.38

Thanks for your business!
Harling Electrical LTD
01953 860876

*If you are unable to scan and return a signed copy of our estimate
please reply to this email stating your acceptance. Work cannot be
started without written acceptance.

Accepted By

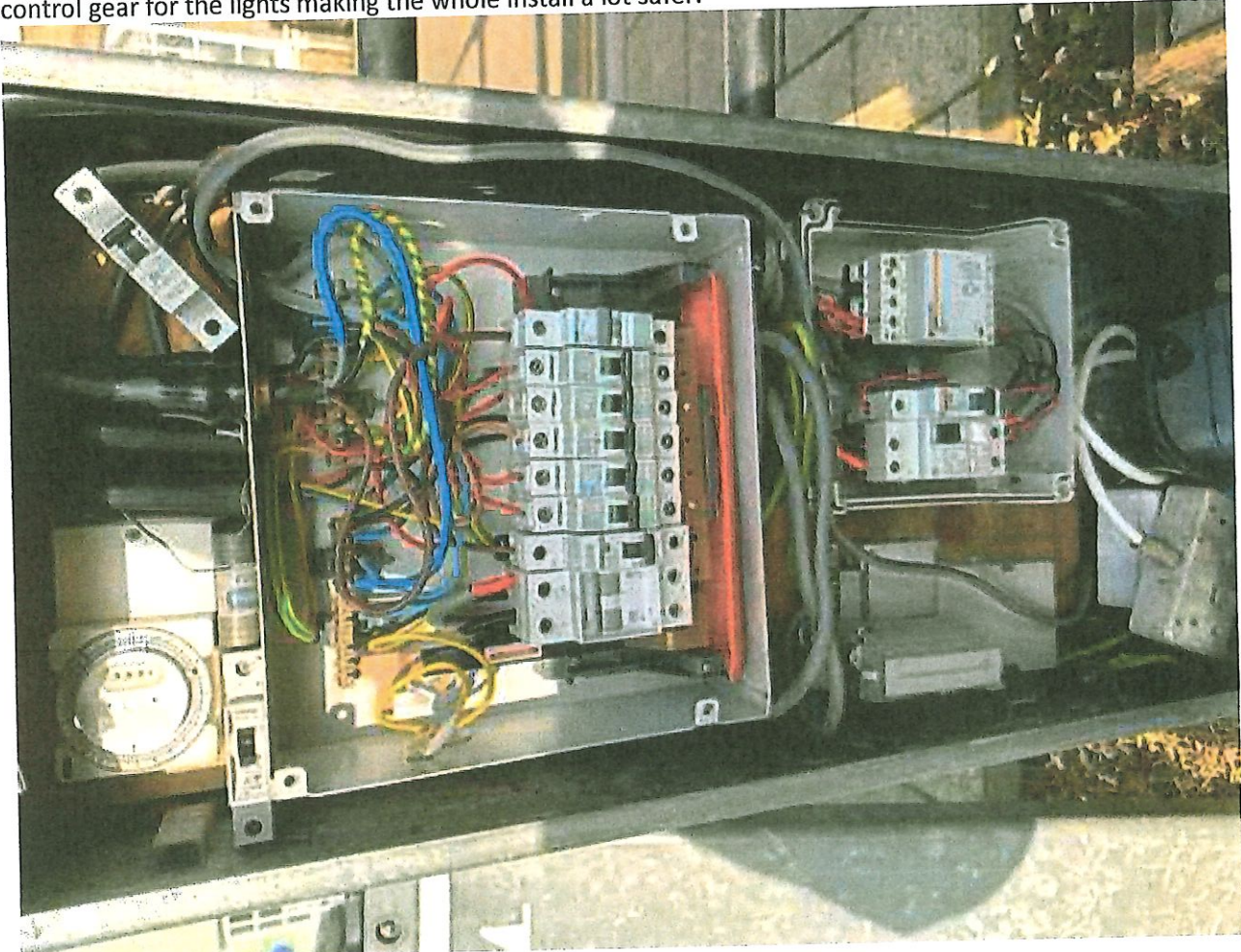
Accepted Date

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Anne Willett

From: Harling Electrical <office@harlingelectrical.co.uk>
Sent: 16 February 2023 11:27
To: Anne Willett
Subject: Re: Harling Electrical - Queens Square

Hi Anne,
Please find attached. My estimate sent to you previously includes a complete replacement consumer unit, timer and control gear for the lights making the whole install a lot safer.



Kind Regards
Andy Cooper

Harling Electrical LTD
Unit 6C Snetterton Park
Harling Road
Snetterton
Norfolk
NR16 2JU

01953 860876

www.harlingelectrical.co.uk

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On 16 Feb 2023, at 11:24, Anne Willett <anne@attleboroughtc.org.uk> wrote:

Yes please Andy that would be very helpful and I could circulate in the Councillors meeting papers.

13)

Subject: NCC Consultation on Devolution

Morning,

I had a conversation with Rhodri last evening about Norfolk County Council's consultation on devolution, which he strongly opposes. Several district councils, including Breckland, have threatened legal action against

NCC: <https://www.bbc.co.uk/news/articles/c1rp5de275do>

Here's NCC's webpage on the

proposals: <https://norfolk.citizenspace.com/consultation/norfolkcountydeal/>

As it could directly affect our council, we felt it should be discussed at March's full council meeting with the option to resolve a council reply to the consultation.

Please can we place this on next month's agenda. Rhodri's going to send further details to me to include in the meeting pack.

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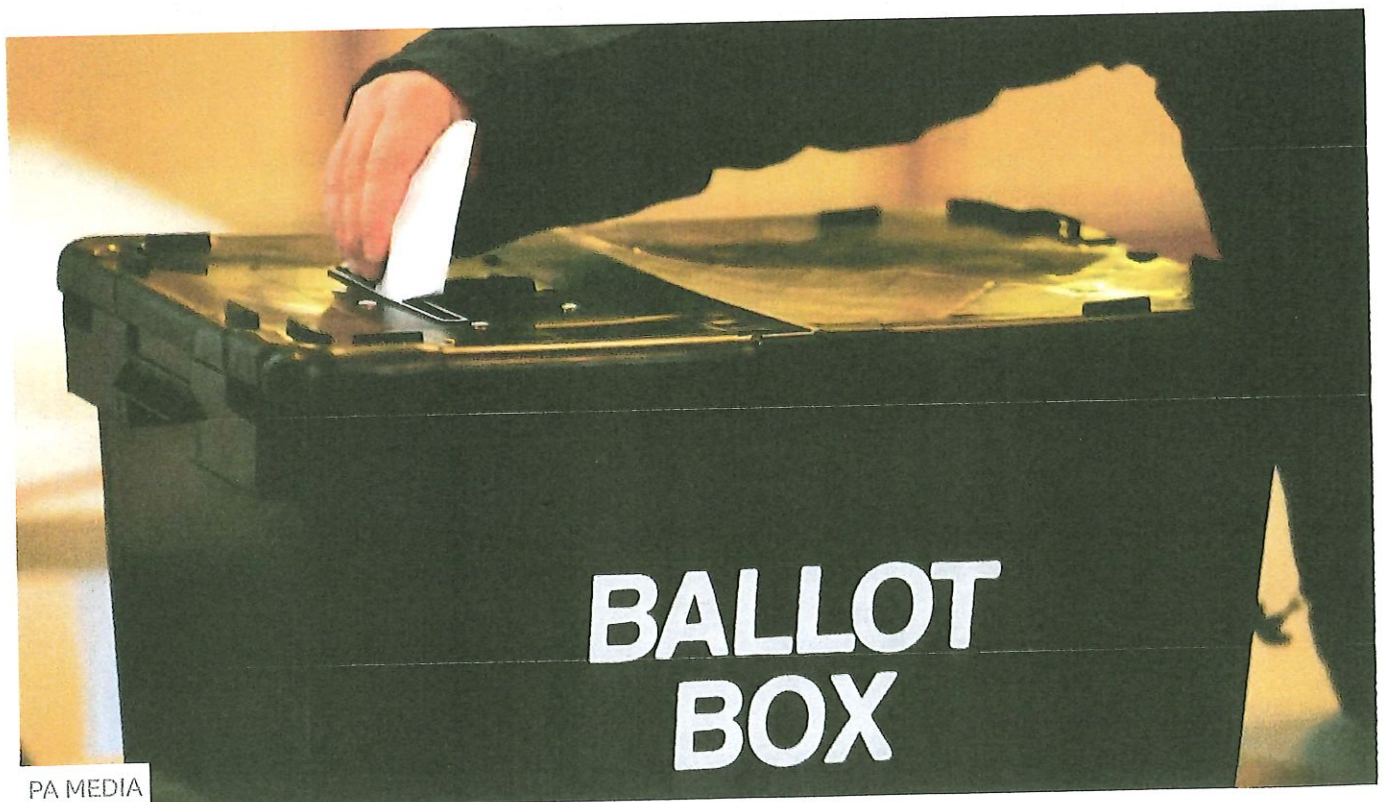
[Yes, I agree](#)

[No, take me to settings](#)



Menu

Four councils threaten legal action over devolution



PA MEDIA

Norfolk is set to have a directly election county council leader under devolution plans

Andrew Sinclair

Political correspondent, BBC News, East

16 January 2023

Four councils in Norfolk have threatened legal action against the county council over its plans for devolution.

It was the latest stage in a increasingly bitter argument over the government deal to give the county more money and powers in return for a directly-elected council leader.

South Norfolk, Broadland, Breckland and North Norfolk district councils have sent a "letter before action" to the Conservative county council leader Andrew Proctor complaining about the lack of consultation.

Norfolk County Council said it was "disappointing" the four authorities were "resorting to a legal challenge".

South Norfolk, Broadland and Breckland are all run by the Conservatives, while North Norfolk is run by the Liberal Democrats.

The letter from the councils comes ahead of a **full county council meeting on Tuesday** where there is due to be a debate on the plans, but no vote.

The county council argued that there was no need for a vote at this early stage, but many county and district councillors said that was unconstitutional.



| What does devolution mean for Norfolk and Suffolk?

Under the plans for devolution, announced last month, Norfolk would receive an extra £600m from the government over the next 30 years, which it could borrow against to fund major projects along with extra money for adult education and house-building.

But critics said having a directly-elected council leader, the county council's favoured option, meant Norfolk would receive fewer powers and less money than it would if it had a directly-elected mayor of a new separate authority in the county.

John Fuller, leader of South Norfolk council, said: "The directly-elected leader is very much second best without any real powers for planning, housing, the environment, or the integration of health and social care benefits or growth.

"A directly-elected leader places all the executive powers of the county council and its budgets in the hand of one individual.

"We want the best deal for Norfolk."

Under plans approved by Levelling Up Secretary Michael Gove, Suffolk would have a similar devolution deal.

County council leader Andrew Proctor said it was "disappointing... four of my fellow council leaders are resorting to a legal challenge against" the devolution deal.

"I am clear that Norfolk County Council has adopted a lawful and appropriate process to move towards its stated aims and makes a clear commitment to engagement and public consultation through that process," he said.

He added the full council meeting and discussions on the deal would go ahead as planned.

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Related Topics

UK devolution

Broadland District Council

South Norfolk Council

Breckland Council

North Norfolk District Council

Norfolk County Council

More on this story



Your Views On A County Deal For Norfolk

Closes 20 Mar 2023

Opened 6 Feb 2023

Contact

0344 800 8020

haveyoursay@norfolk.gov.uk (mailto:haveyoursay@norfolk.gov.uk)

Overview

Norfolk County Council and the Government have agreed, in principle, a new County Deal, to transfer funding and powers to Norfolk – a process known as devolution. This provides a unique and exciting opportunity to unlock significant funding and for decisions currently made in Whitehall to be made in Norfolk, for Norfolk.

Under a County Deal, Norfolk would benefit from a new Government investment fund including £20m per year over the next 30 years, and an additional £12.9m during the current Spending Review period (2024-25). In addition to the investment fund, Norfolk would also get control of the Adult Education Budget (just over £10m in 2022/23) and an un-ringfenced Transport and Maintenance Budget (approximately £40m per year). There would also be a county council leader, directly elected by the public and with no additional bureaucracy or changes to councils.

This Deal represents a real opportunity to unlock Norfolk's potential, for the county take control of its own destiny and shape its own future, and to have a stronger voice nationally. If our Deal went ahead, we would have powers and finance to invest in areas such as better transport, skills, job opportunities, housing, and regeneration.

This could be just the start of further powers being devolved to Norfolk. Some examples of additional powers and responsibilities devolved in other areas of the country include greater powers over the NHS and social care and controls over the number of holiday homes in coastal areas. Therefore, it is important to hear your views about this Deal and your ideas about priorities for Norfolk.

Have your say: take part in our consultation on a County De...



Why your views matter

Norfolk County Council was invited to begin devolution negotiations for a County Deal in February 2022 and is one of the first few authorities in the country to start this process. So far, County Deals have been agreed, in principle, in North Yorkshire and York, Derby, Derbyshire, Nottingham and Nottinghamshire, Cornwall and Suffolk.

This consultation is a chance for you to find out more about our County Deal and give us your feedback. For devolution to go ahead we need to hear your views.

As well as this survey, which guides you through our Deal and asks a set of questions, there is a leaflet, frequently asked questions document and video which provide you with more information about our Deal.

We are consulting through:

- This online consultation, which is also available as a paper copy
- Drop in events throughout Norfolk (details of which can be found at the bottom of this page)
- Business events across the county
- Third sector events
- Our Norfolk Residents' Panel
- Local councils

We are consulting for six weeks from **6 February to 20 March 2023**. Please note that if we receive any consultation responses after **20 March**, we cannot guarantee that we will be able to take them into account.

We will feed back the findings from our consultation to our County Councillors and Government for their consideration so that a decision will be made about next steps for our County Deal. A county deal for Norfolk.

If you need a copy of this consultation document in a different format, please email haveyoursay@norfolk.gov.uk (mailto:haveyoursay@norfolk.gov.uk), call 0344 800 8020 or Text Relay on 18001 0344 800 8020 (textphone) and we will do our best to help.

A print at home or office copy of this consultation, along with large print and easy read versions of this consultation are available to download at the bottom of this page, along with the full devolution deal policy document and 'Unlocking Norfolk's Potential' - A Guide to the County Deal.

The consultation should take approximately 10 minutes to complete.

Give us your views

[Online Survey](#) >

(<https://norfolk.citizenspace.com/consultation/norfolkcountydeal/consultation/>)

15 a)

Subject: Norwich Western Link project update and introduction from Cllr Graham Plant

Dear all,

This will be the first time that some of you will have heard from me since I have taken over as Cabinet Member for Highways, Transport and Infrastructure from Cllr Martin Wilby. For those of you who aren't aware, Martin has sadly had to step down from this role for health reasons. Martin held this position for several years and oversaw some fantastic improvements to the county's transport networks, so I want to put my thanks to him on record and acknowledge that I have some big shoes to fill.

I'm a longstanding county and borough councillor representing Gorleston in the east of the county. I've also served as Deputy Leader on the county council since 2019, so I have a good understanding of the county's transport needs and priorities, including of course the Norwich Western Link.

I have been getting more up-to-speed on the details in the last few weeks though, including spending a morning last week visiting the area around where the new road would be built. I was really struck by how narrow many of the local roads are, some single track and others not much more than that. And yet there are already thousands of vehicles trying to get through this area from the west to the north of the city every day, and these numbers are expected to increase significantly.

It's clear that these roads were not designed to take this level of traffic, and there are all kinds of knock-on impacts including on road safety, air quality in communities, and longer and less reliable journey times. This will continue to be the case until a high standard alternative route is provided - the Norwich Western Link.

Our current focus on our Norwich Western Link project is on developing and finalising the planning application documents ahead of submitting them to the local planning authority. In our next report to cabinet on the Norwich Western Link, council officers intend to ask cabinet members for approval to submit the planning application for the project. You may be aware that we had originally indicated this would be considered at the upcoming March cabinet meeting.

We want to make sure we have enough information and certainty around the national investment in the project via approval of the project's Outline Business Case to make an informed decision. We've therefore decided to wait to bring a report to cabinet until we have all the information we feel we need to make this decision. I hope we'll be able to confirm which meeting of cabinet the report will be considered at shortly, and I'll email you again at this point.

I understand many people are keen for us to get on and deliver the Norwich Western Link, especially those residents and businesses that are worst affected by the traffic problems to the west of Norwich. We're keen to keep making progress on this much-needed project too. However, it's important that we get this right and waiting to bring this report to cabinet really is the most responsible course of action.

For those of you who responded to our pre-planning application public consultation last year, we still intend to provide a summary of the results in the next cabinet report. The comments we received, along with lots of other information including advice from statutory bodies and data from our on-site surveys, are all being considered as part of the development of the proposals that will go into our planning application.

Best wishes,

Graham

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Request for Hall Hire

Subject: Ref charity drag bingo.

Hi

I've tried calling but unfortunately your line is bad and I can't hear what you're saying.

I'm looking to hire the large function hall @ the town hall. I'm looking for late February early March to hold a drag bingo this would be a charity evening raising money for Priscilla bacon lodge cancer hospice in Norwich.

Can you give me your availability for Friday / Saturday nights in the months mentioned earlier?

Kind regards

[Redacted signature]

We have received a request regarding the above to waive the hire charge as for a Charity event.