



Attleborough Town Council

Historic Market Town in the Heart of Norfolk

**Minutes of the meeting of the Attleborough Town Council
Held on Monday, 6th March 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 T Taylor	Cllr D De Souza	Cllr K Montague	Cllr E Tyrer	Cllr J Ellis
Cllr R Bond	Cllr P Wenham	Cllr A Westby	Cllr A Busk	

In attendance – Michelle Barron – Town Clerk

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

Public x 3

177.22) Mayors Welcome – Cllr Leslie welcomed everyone and thanked all involved in the Civic Reception, it was a fantastic night.

178.22) Apologies for absence – None received

179.22) Declarations of Interest

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

Cllr Lane – Item 7a, Cllr Dale - Item 7a, M Barron – Item 7a

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

None received

A cheque for four thousand pounds was received from Christmas Lights Committee as a refund to ATC donation.

180.22) Public Participation –

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

181.22) Minutes of the Town Council meeting held on 6th February 2023

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

RESOLVED – to accept with the following amendments to MIN 167.22 add “the following resolutions were made” change **RESOLVED** to **Resolution** Option 1, **Resolution** Option 2, add “**RESOLVED**” – Cllr Lane motion Option 1, carried 6 to 4.

Minutes of the Town Council Extraordinary meeting held on 13th February 7pm & 7.15pm 2023

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

RESOLVED – to accept with the following amendment to MIN 160.22 add “ Cllrs Dale & Taylor did not participate in the vote”

ACTION: TOWN CLERK

182.22) Planning Matters

a) Planning Applications –

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

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

Cllrs Dale & Taylor abstained

b) Planning Applications (Not due yet)

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 –
No objections

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 – No objections.

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 – No objections.

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 –
No objections.

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

RESOLVED - to accept and approve the above comments.

Cllrs Dale & Taylor abstained

ACTION: TOWN CLERK

Cllrs Lane, Dale and M Barron left the meeting.

183.22) Financial Matters

a) To authorise payments –

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

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

Total £85,244.52

Cllrs Lane, Dale and M Barron returned to the meeting.

b) To agree direct debits –

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

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

Total £25,071.02

c) To receive Income –

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

RESOLVED to approve and accept the income list for February 2023

Total £37,341.25

d) Petty cash – Noted for information

e) Income & Expenditure January 2023 – Noted for information

ACTION: TOWN CLERK

184.22) Christmas Lights Committee –

a) Terms of Reference

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

RESOLVED – to accept and approve the proposal for amendment to the name of committee to “Illumination Review Committee” and also in part 5 a softening of the wording and remove “quality of the lighting display.

b) To Elect Members

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

RESOLVED to elect Cllr Lane

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

RESOLVED to elect Cllr Tyrer

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

RESOLVED to elect Cllr Dale

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

RESOLVED to elect Cllr Leslie

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

RESOLVED to elect Cllr Bond

ACTION: TOWN CLERK

185.22) Jubilee Woodland Committee -

a) Terms of Reference

It was confirmed it is within the scope of the Council to amend any Terms of Reference.

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

RESOLVED – to accept the Terms of Reference with Cllr Taylors amendment to point 6 to add “at least” five Council members.

b) To Elect Members

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

RESOLVED to elect Cllr Westby

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

RESOLVED to elect Cllr Lane

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

RESOLVED to elect Cllr De Souza

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

RESOLVED to elect Cllr Tyrer

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

RESOLVED to elect Cllr Mackinnon

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

RESOLVED to elect Cllr Dale

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

RESOLVED to elect Cllr Bond

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

RESOLVED to elect Cllr Leslie

ACTION: TOWN CLERK

186.22) Commonwealth War Graves Commission Request to install signs at Attleborough Cemetery -

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

RESOLVED – to accept and approve to install up to two standard size signs at main Cemetery gates off Queens Road, subject to where War graves are situated.

ACTION: TOWN CLERK

187.22) Quotation to Replace Consumer Unit in Christmas Lights Cabinet on Queens Square.

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

RESOLVED – to make the Electric box for Christmas Lights safe in communication and co-ordination with Christmas Lights Committee and authorise the Clerk to select the best value quotation.

ACTION: TOWN CLERK

188.22) Anti-Social Behaviour and Anti-Social Drinking –

It was decided to consult the police for their feedback. Also, for the Clerk to arrange a meeting with the police and a Breckland Officer prior to the next ATC meeting. Cllr Taylor would forward email with who to contact at Breckland.

ACTION: TOWN CLERK/AS/TT

189.22) NCC Consultation on Devolution –

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

RESOLVED – to respond we fully support any action that will allow local decisions to be made locally with adequate funding.

ACTION: TOWN CLERK

190.22) Councillors Reports –

- Cllr Lane reported they had held their second Councillor Café, Cllr Leslie had attended and was able to offer advice to residents. Representatives from Police should attend future ones, along with Community Cars and Community Speed Watch who will be hoping to be successful in recruiting more volunteers.
- Next Book Sale taking place in April and Cllr Lane asked if anyone would like to come along to read stories to the children to let her know.
- Two points from the recent Contextual Safe Guarding meeting would be raised at a future Events Committee meeting i.e. re-location of Youth Club within the Town.
- Cllr Taylor had spoken with Elizabeth Burrows at AttCare and the third way to spend her sum of money would be to contribute to that for next year.

191.22) Correspondence

a) Norwich Western Link project update & introduction from Cllr Graham Plant

Cllr Lane made a comment about the flyover at Thickthorn roundabout to A140 and it would be an idea to be asked to be kept informed of this project. Also, if that money is not spent on that road what investment would you give elsewhere and Attleborough would love to talk to you about a number of options for sustainable transport. Also pass on good wishes to Cllr Martin Wilby.,

b) Request to waive Town Hall charge for charity event.

Event cancelled prior to meeting but it was discussed if a request came from a Charity it need not come to Full Council, the Clerk should be able to approve. This was changed inadvertently when the Town Hall hiring charges got amended. As Standing Orders to be amended at next SORC this can be corrected then.

ACTION: TOWN CLERK

192.22) Public Participation (10 Minutes) –

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

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

Spring newsletter copies available at the Town Hall if anyone would like to distribute. Copies will be distributed to public later this month

Meeting closed 8.35pm

Public Participation 1st Session

- A resident thanked the Mayor for their invitation to the Civic Reception, it was a lovely event and had really enjoyed it.

Public Participation 2nd Session

- Resident asked for an update on Post Office and Bus Stops.
- Sadly not. Did meet with Post Office but offer for other Retailers less than attractive to take it on. Bus stops waiting on a response from Highways.