



**You are summoned to the Meeting of Attleborough Town Council**

**To be held on Monday 3<sup>rd</sup> July 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](http://www.attleboroughtc.org.uk)) and is opened to the public

**Michelle Barron**

27<sup>th</sup> June 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 12<sup>th</sup> June 2023 - For acceptance and approval.**

**6 Planning Matters**

**a) Planning Applications (Not due yet) – for consideration and resolution**

**3PL/202/0624/F – ATTLEBOROUGH: Attleborough Sports Hall Queens Square** – Single-storey extension to existing Sports Hall & refurbishment works to the existing hall & ancillary spaces. Creation of new vehicular & pedestrian accesses.

**3PL/2023/0631/HOU- ATTLEBOROUGH: 23 Westfields** – Proposed single storey rear extension

**3PL/2023/0647/F – ATTLEBOROUGH: Attleborough Surgeries Station Road** - Installation of a single storey Portakabin building for use as an admin office for a temporary period of 3 years.

**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**

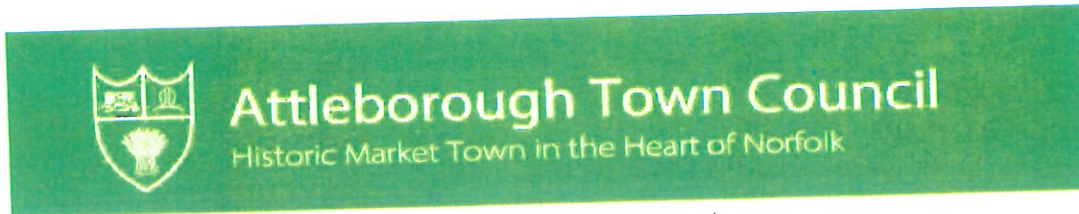
**d) Petty cash – for information**

**e) Income & Expenditure May 2023 – for information**

- 8 Replacement Steel Tennis Court Net Quotations – for consideration and resolution
- a) AMV Playground Solutions Ltd
  - b) J B Corrie Fencing
  - c) Huck Group
- 9 Dog Walk Fencing At London Road – for consideration and resolution
- a) KM services
  - b) K Collins Groundworks
  - c) Total Fencing
- 10 Play Area Proposals – for consideration and resolution
- 11 Gold Standard Bus Stop Queens Square - for consideration and resolution
- a) Town council to provide a formal response to NCC about what elements of the Gold Stop proposal they wish to proceed with
  - b) Town council to provide a detailed written specification or visuals of which bus shelter the town council would require
- 12 Councillors Reports  
Town, District and County Councillors can give a brief report on relevant information
- 13 Correspondence
- a) Request to purchase bench for Attleborough Cemetery – for consideration and resolution
  - b) Road markings in Attleborough Town Centre - for consideration and resolution
  - c) Memorial Bench Query – Gaymers Meadow - for consideration and resolution
  - d) Resident concerns regarding Grant Donation – for information
  - e) Parish & Town Councils Signage - for consideration and resolution
  - f) Mobile Deployable Surveillance Cameras - for consideration and resolution
- 14 Public Participation (10 Minutes)
- 15 Any items which the Chairman decides are urgent  
For discussion only.

Expected Meeting Length is 2 Hours





**Minutes of the meeting of the Attleborough Town Council  
Held on Monday 12<sup>th</sup> June 2023 at 7.00 pm  
Held at the Town Hall, Queens Square.**

**Present:**

Cllr S Taylor      Cllr V Dale      Cllr T Taylor - presiding  
Cllr D De Souza    Cllr J Taylor    Cllr P Leslie    Cllr J Ellis  
Cllr R Bond        Cllr A Westby    Cllr S Fraser    Cllr T Ashby  
In attendance – Anne Willett – Clerks Assistant (minute taker)  
Chris Criscione, MPC      Public x 12

**021.23) Welcome** – Cllr Taylor Chaired the meeting in Cllr Tyrers' absence and apologised for the slightly late start as Homes England presentation had over ran.

**022.23) Apologies for absence** –

Cllr Mackinnon  
Cllr Lane  
Cllr Wenham  
Cllr Tyrer  
Michelle Barron

**023.23) Declarations of Interest**

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

Cllr Westby - Item 17d  
Cllr S Taylor - Item 17e  
Cllr S Frazer - Item 17e

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

Cllr T Taylor - Item 17e

**024.23) Homes England Update –**

In January approval had been given for structuring plan of where things would go on site. The Section 106 strategy had been submitted and would be how the benefits would be delivered, that range from open space recreation to Broadband and energy efficiency. Also submitted the first reserved matters update, a detailed application for the first piece of infrastructure, for early delivery of the first part of the link road being determined in June. There are plans for further engagement with the public as well as key stakeholder groups.

**025.23) Public Participation –**

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

**026.23) Minutes of the Town Council meeting held on 18<sup>th</sup> May 2023**

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

**RESOLVED** – to accept and approve the minutes of the Town Council meeting held on 18<sup>th</sup> May 2023.

**ACTION: TOWN CLERK**

**027.23) Planning Matters**

**a) Planning Applications –**

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

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

Cllr Taylor abstained

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

**3PL/2023/0464/F – ATTLEBOROUGH: Scout Hut, Station Road** – Demolition of existing single storey Building, construction of new single storey building and associated works-

No objection

Cllr Taylor abstained

**ACTION: TOWN CLERK**

**028.23) Financial Matters**

**a) To authorise payments –**

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

**RESOLVED** to accept and approve the following payment list dated June 2023

Total £42,289.75

**b) To agree direct debits –**

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

**RESOLVED** to approve and accept the direct debit list dated June 2023

Total £26,681.08

**c) To receive Income –**

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

**RESOLVED** to approve and accept the income list for May 2023

Total £6,020.10

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

**e) Income & Expenditure April 2023 –** Noted for information

**f) Annual review of Insurance schedule -**

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

**RESOLVED** – to accept Annual review of Insurance schedule 3 Year Term £8,897.58

**ACTION: TOWN CLERK**

**029.23) Conclusion of Financial Year 2022-23**

**a) Internal Audit Report for the year ended 31 March 2023 –**

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

**RESOLVED** – to accept and approve Internal Audit Report for the year ended 31 March 2023

**b) End of year financial reports 31 March 2023 –**

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

**RESOLVED** – to accept and approve End of year financial reports 31 March 2023

**c) Completion of Annual Return 31 March 2023 –**

- Section 1 – Annual Governance Statement for Attleborough Town Council
- Section 2 – Accounting Statements for Attleborough Town Council



On the motion of Cllr J Taylor, seconded by Cllr Leslie, it was  
**RESOLVED** - to accept and approve Section 1 – Annual Governance Statement for Attleborough Town Council and Section 2 – Accounting Statements for Attleborough Town Council  
**ACTION: TOWN CLERK**

**030.23) Revision of Grants and Budget –**

On the motion of Cllr Ashby, Cllr Dale, it was  
**RESOLVED** - to defer Revision of Grants & Budget to an EGM to be held on Monday 19<sup>th</sup> June and to include Grant applications.  
**ACTION: TOWN CLERK**

**031.23 Removal of cemetery spoil and creation of community composting. –**

On the motion of Cllr Leslie, Cllr S Taylor, it was  
**RESOLVED** - to give permission for the Clerk to organise dispersion or removal of the soil as is most cost effective and mound new graves at a higher level. Also contact other authorities for advice.  
**ACTION: TOWN CLERK**

**032.23) New Website –**

On the motion of Cllr Leslie, seconded by Cllr Bond, it was  
**RESOLVED** – defer until we have an understood proposal in front of us.

**033.23) Play Area Proposals –**

On the motion of Cllr Leslie, seconded by Cllr Ashby, it was  
**RESOLVED** – defer to next ATC meeting to give members more time to consider.

**034.23) Refurbishment of Town Hall –**

After a brief discussion it was decided as a listed building to consult first with a conservation officer regarding putting a door from kitchen into Committee room. Cllr Ashby requested a cost benefit analysis for refurbishment.

**035.23) Grants Requests –**

- a) Attleborough Scouts
- b) Attcare
- c) Attleborough Funfest

This item deferred to EGM being held on Monday 19<sup>th</sup> June 2023

**036.23) Councillors Reports - None**

**037.23) Correspondence**

**a) New housing development on West Carr Road –**

On the motion of Cllr Leslie, seconded by Cllr De Souza, it was  
**RESOLVED** – to write to NCC Highways to support a review of the safety

**b) Norfolk Day 27<sup>th</sup> July Queens Square –**

Cllr T Taylor & Cllr S Taylor abstained

On the motion of Cllr Leslie, seconded by Cllr De Souza, it was  
**RESOLVED** – to suspend Standing Orders for member of public to speak

Lesley Harper gave a brief outline of Norfolk Day. The benefit was highlighted of it being held on market day and also to maybe make use of Town Square and help to promote the Town.

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

**RESOLVED** – to approve the use of Queens Square on 27<sup>th</sup> July 2023 for Norfolk Day

**c) Dog walk fencing at London Road –**

On the motion of Cllr Ashby, seconded by Cllr S Taylor, it was

**RESOLVED** – to obtain 3 quotes to supply and fix a length of 6ft chain link fence on our land and obtain 3 quotes to supply only.

**d) Request to use Queens Square 27<sup>th</sup> June & 12<sup>th</sup> September 2023 –**

Motion 1 - Cllr Ashby, seconded by Cllr Leslie, to accept request but make a hire charge – 5 votes

Motion 2 - Cllr S Taylor, seconded by Cllr Ellis, to accept request and not to charge – 4 votes

Motion 1 carries

**RESOLVED** – to accept request and charge for the hire of Queens Square  
Cllr Westby & Cllr T Taylor abstained

Cllrs S Taylor, T Taylor & S Fraser leave the meeting

**e) Request for Councils permission from Attleborough Bloomers to seek sponsorship for tubs & planters –**

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

**RESOLVED** – for Cllr Leslie to take the Chair for Item 17e

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

**RESOLVED** – to approve Attleborough Bloomers seeking sponsorship for tubs planters

Cllrs S Taylor, T Taylor & S Fraser return to the meeting

**ACTION: TOWN CLERK**

**038.23) Committee membership** - Personnel members for the term 2023 – 2027

Cllr Taylor informed members that in Cllr Tyrers absence he had made a suggestion for Cllrs Ashby, Westby and Bond to be appointed. Cllr Dale asked if Breckland had been contacted, Cllr Taylor on Cllr Tyrers request had contacted Rory Ringer and was informed ATC can appoint members but members should be mindful of public perception. Cllr Dale stated she would like to put herself forward and that she felt her integrity had been questioned noted in the minutes.

Cllr De Souza, seconded by Cllr Ellis, proposed Cllr Ashby – 6 votes

Cllr Ashby, seconded by Cllr De Souza, proposed Cllr Bond – 7 votes

Cllr Leslie, seconded by Cllr Bond, proposed Cllr Dale – 4 votes

Cllr Ashby, seconded by Cllr De Souza, proposed Cllr Westby – 9 votes

**RESOLVED** – to appoint Cllrs Ashby, Westby and Bond to Personnel Committee

Cllr S Taylor abstained.

**ACTION: TOWN CLERK**

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

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

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

Meeting closed 8.35pm

### Public Participation 1<sup>st</sup> Session

- Resident asked what was the first part of the link road and how many other sections would there be?
- On Buckenham Road a new roundabout will be created taking you to new development, Homes England only responsible for part one.
- Tony Perkins stated Fun Fest Team had been successful with their events and would like to ask the Council to look favourable on their Grant Application.
- Cllr Taylor confirmed she had attended fashion show and it was fantastic.
- Resident queried AttCare seeking grant application but accounts don't reflect money ring fenced from Judicial Review
- Cllr Taylor had only just received payment transfer details. Money would help towards their running costs for next calendar year. Grant application request was for something different.

### Public Participation 2<sup>nd</sup> Session

- Resident queried information in Town Guide not current
- An email had been sent to producers with updated information and a copy would be forwarded to resident for their information.
- Resident queried why council meeting had been cancelled
- Chairman postponed as Town Clerk on leave
- Resident asked how and when the council are consulting regarding 20 Minute Town
- At present that information not to hand but will discuss with Chair
- Resident queried what will happen to old bus stop shelter after new bus stop installed
- This would be picked up with a second briefing with NCC still to be arranged
- AttCare portacabin queried at Station Road surgery
- A planning application being made for a portacabin on land owned by Doctors surgery to provide extra capacity



6 a)

Anne Willett

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**From:** Michelle Barron  
**Sent:** 26 June 2023 09:15  
**To:** Anne Willett  
**Subject:** FW: Planning Consultation PC 3PL/2023/0624/F

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**From:** planning@breckland.gov.uk <planning@breckland.gov.uk>  
**Sent:** 20 June 2023 17:35  
**To:** Michelle Barron <townclerk@attleboroughtc.org.uk>  
**Subject:** Planning Consultation PC 3PL/2023/0624/F

**CONSULTATION - FULL**

**REFERENCE:** 3PL/2023/0624/F

**PROPOSAL:** Single-storey extension to existing Sports Hall and refurbishment works to the existing hall and ancillary spaces. Creation of new vehicular and pedestrian accesses

**LOCATION:** ATTLEBOROUGH: Attleborough Sports Hall Queens Square

**APPLICANT:** Sapientia Education Trust

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:

11 July 2023

<https://url6.mailanyone.net/scanner?m=1qBeJp-0001aM-4a&d=4%7Cmail%2F90%2F1687278600%2F1qBeJp-0001aM-4a%7Cin6c%7C57e1b682%7C26595217%7C13522537%7C6491D5359CE415C94542E43B95E2A7B3&o=%2Fphtw%3A%2Fwtslrw.nckabekod.p.u%2Fgvgninnal&s=OZZAW0oH-faulohyivRaSnuJ7PQ> or by email to [planning@breckland.gov.uk](mailto:planning@breckland.gov.uk)

**Anne Willett**

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**From:** Michelle Barron  
**Sent:** 26 June 2023 09:15  
**To:** Anne Willett  
**Subject:** FW: Planning Consultation PC 3PL/2023/0631/HOU

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**From:** planning@breckland.gov.uk <planning@breckland.gov.uk>  
**Sent:** 21 June 2023 12:05  
**To:** Michelle Barron <townclerk@attleboroughtc.org.uk>  
**Subject:** Planning Consultation PC 3PL/2023/0631/HOU

### CONSULTATION - HOUSEHOLDER

**REFERENCE:** 3PL/2023/0631/HOU  
**PROPOSAL:** Proposed Single Storey Rear Extension  
**LOCATION:** ATTLEBOROUGH: 23 Westfields  
**APPLICANT:** Mr Sam Emery

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=1qBve0-00040h-5G&d=4%7Cmail%2F90%2F1687345200%2F1qBve0-00040h-5G%7Cin6a%7C57e1b682%7C26595217%7C13522537%7C6492D95CA94BED1FC522148D28F7B995&o=%2Fphtw%3A%2Fwtslrw.nckabekod.p.u%2Fgvginnal&s= WCAq-psgHVLarvdjm2Tk4klFlk> or by email to [planning@breckland.gov.uk](mailto:planning@breckland.gov.uk)

Alternatively if you are unable to submit comments electronically please forward your comments in writing by **12th July 2023**, quoting the above reference number. Representations submitted in relation to planning applications will be available for public inspection.

## Anne Willett

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**From:** Michelle Barron  
**Sent:** 27 June 2023 10:53  
**To:** Anne Willett  
**Subject:** FW: Planning Consultation PC 3PL/2023/0647/F

**From:** planning@breckland.gov.uk <planning@breckland.gov.uk>  
**Sent:** 27 June 2023 10:50  
**To:** Michelle Barron <townclerk@attleboroughtc.org.uk>  
**Subject:** Planning Consultation PC 3PL/2023/0647/F

### CONSULTATION - FULL

**REFERENCE:** 3PL/2023/0647/F

**PROPOSAL:** Installation of a single storey Portakabin building for use as an admin office for a temporary period of 3 years.

**LOCATION:** ATTLEBOROUGH: Attleborough Surgeries Station Road

**APPLICANT:** Attleborough Surgeries

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=1qE5Kf-0002gL-5c&d=4%7Cmail%2F90%2F1687858800%2F1qE5Kf-0002gL-5c%7Cin6i%7C57e1b682%7C26595217%7C13522537%7C649AB0C52E606A57DA3F14DD3142F3B8&o=%2Fphtw%3A%2Fwtslrw.nckabekod.p.u%2Fgvginnal&s=4gEzC1rslfzH2bZ73M7KRpvAbtU> or by email to [planning@breckland.gov.uk](mailto:planning@breckland.gov.uk)

Alternatively if you are unable to submit comments electronically please forward your comments in writing by **18th July 2023**, quoting the above reference number. Representations submitted in relation to planning applications will be available for public inspection.



7a)

PAYMENTS JULY 2023		DESCRIPTION	SERVICE	NET	VAT	TOTAL	BACS/CHQ
PAID TO			TH	£ 45.00	£ -	£ 45.00	BACS
ARROWCLEAN		WINDOW CLEANING					BACS
ATTCCARE		GRANT DONATION	ADMIN	£ 3,000.00	£ -	£ 3,000.00	BACS
BARCLAYCARD COMMERCIAL		HEDGE, GIFFGAFF,	ADMIN	£ 433.75	£ -	£ 433.75	BACS
T G BIRD		DEADWOOD LIME TREE	O/S	£ 600.00	£ 120.00	£ 720.00	BACS
BRIDGES		ALLOTMENT DEPOSIT REFUND	ADMIN	£ 150.00	£ -	£ 150.00	BACS
COMMUNITY CAR		JUNE FUNDING GRANT	ADMIN	£ 275.00	£ -	£ 275.00	BACS
COMMUNITY CAR		JUNE JOURNEYS	ADMIN	£ 311.25	£ -	£ 311.25	BACS
ERNEST DOE		SAFETY BOOTS, FRISTON, AMBLERS, HITCH PIN	O/S	£ 135.79	£ 27.16	£ 162.95	BACS
EFIRE		EXTINGUISHER SERVICE	CEM	£ 101.00	£ 20.20	£ 121.20	BACS
EFIRE		EXTINGUISHER SERVICE	TOILETS	£ 35.00	£ 7.00	£ 42.00	BACS
EFIRE		EXTINGUISHER SERVICE	TH	£ 112.00	£ 22.40	£ 134.40	BACS
EFIRE		EXTINGUISHER SERVICE	REC	£ 30.00	£ 6.00	£ 36.00	BACS
J R EVANS		SKIP HIRE	O/S	£ 136.67	£ 27.33	£ 164.00	BACS
FUN FEST TEAM		GRANT DONATION	ADMIN	£ 4,000.00	£ -	£ 4,000.00	BACS
KRESLINA		ALLOTMENT REFUND DEPOSIT	ADMIN	£ 150.00	£ -	£ 150.00	BACS
LONGWATER CONSTRUCTION		POST FIX	O/S	£ 22.00	£ 4.40	£ 26.40	BACS
NORFOLK GEEKS		WEBSITE MAINTENANCE	ADMIN	£ 70.00	£ -	£ 70.00	BACS
NORFOLK PARISH TRAINING		CLLRS TRAINING	ADMIN	£ 188.00	£ -	£ 188.00	BACS
RAC		BREAKDOWN	ADMIN	£ 164.00	£ -	£ 164.00	BACS
PLAYSAFETY LTD		ROSPA REPORT	ADMIN	£ 584.50	£ 116.90	£ 701.40	BACS
SCREWFIX		CABLE TIES, TAPE, SAW, SAFETY GLASSES	O/S	£ 33.05	£ 6.59	£ 39.64	BACS
SLCC		CONFERENCE	ADMIN	£ 165.00	£ -	£ 165.00	BACS PAID 26 JUN
VIKING		OFFICE SUPPLIES	ADMIN	£ 87.72	£ 17.54	£ 105.26	BACS
PETTY CASH		CASH TOP UP	ADMIN	£ 20.57	£ -	£ 20.57	CHQ000108
				£ 10,850.30	£ 375.52	£ 11,225.82	

DD JULY 2023

Name	Description	Service	Bill Freq	Net	Vat	Total
Siemens	Photocopy service	Admin	Annual	£ 295.00	£ 59.00	£ 354.00
Vodafone	mobiles	Admin	Monthly	£ 55.43	£ 11.08	£66.51
Bank Charges	Barclays	TH	Monthly	£ 6.70	£ -	£6.70
Bank Charges	Lloyds	TH	Monthly		£ -	
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	£ 217.78		£217.78
BT	Cloud	TH	Quarterly			
BT OnePhone	Mobiles/Broadband	OS	Monthly	£ 294.98	£ 59.00	£353.98
Wave	Water	Cemetery	Quarterly	£ 31.44	£ -	£31.44
Wave	Water	Public Toilets	Quarterly	£ 73.19	£ -	£73.19
Wave	Water	Queens Sq	Quarterly	£ 23.85	£ 4.77	£28.62
Anglian Water	Water	Chapel Rd	Quarterly		£ -	
Breckland Council	Rates	TH	Monthly	£ 1,420.00		£1,420.00
Breckland Council	Rates	Cemetery	Monthly	£ 160.00		£160.00
Breckland Council	Rates	TH Office	Monthly	£ 192.61		£192.61
Total Gas & Power	Electricity	Public Toilets	Monthly	£ 104.91	£ 5.24	£110.15
Total Gas & Power	Elect Skate Park	OS	Monthly	£ 101.29	£ 5.06	£106.35
Total Gas & Power	Gas	TH	Quarterly			
Total Gas & Power	Electricity	TH	Monthly	£ 328.22	£ 16.41	£344.63
Phs Group	waste collection	TH	Annual			
Fuel Genie	Fuel	OS	Monthly	£ 552.18	£ 110.42	£662.60
						<b>£4,535.21</b>
HMRC Tax/Nic	BACS	HMRC	Monthly	£ 4,717.63	£ -	£ 4,717.63
Norfolk Pension	BACS	Pension	Monthly	£ 4,375.60	£ -	£ 4,375.60
Staff Salary	BACS	Salaries	Monthly	£ 14,008.72	£ -	£ 14,008.72
						<b>£ 23,101.95</b>
<b>TOTAL</b>						<b>£27,637.16</b>

767

7c)

INCOME MAY 2023	
Banked Monies	
Hall Bookings	£ 764.00
Memorial	£ 1,390.00
Community car grant June	£ 275.00
Pavilion Water	£ 63.98
<b>Total</b>	<b>£ 2,492.98</b>





7e)

Month No: 2

## Cost Centre Report

	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	31	0	(31)			0.0%	
1376 Precept	323,982	647,963	323,982			50.0%	
1378 Grant payment Community Cars	550	3,300	2,750			16.7%	
1382 S106 Income Received	0	46,694	46,694			0.0%	
Administration :- Income	<u>324,562</u>	<u>697,957</u>	<u>373,395</u>			<u>46.5%</u>	<u>0</u>
4000 Staff Costs	46,543	375,000	328,457		328,457	12.4%	
4001 Other Employment Costs	0	20,000	20,000		20,000	0.0%	
4002 website	70	5,000	4,930		4,930	1.4%	
4004 Health & Safety	0	3,643	3,643		3,643	0.0%	
4005 Training	10	7,000	6,990		6,990	0.1%	
4010 Travelling Expenses	32	500	469		469	6.3%	
4020 Miscellaneous Expenses	7	2,000	1,993		1,993	0.3%	
4023 Subscriptions	1,323	2,500	1,177		1,177	52.9%	
4025 Insurances	1,617	13,000	11,383		11,383	12.4%	
4027 Bookkeeping	0	2,500	2,500		2,500	0.0%	
4029 Photocopier Usage Fee	69	2,500	2,431		2,431	2.7%	
4034 Computer	1,544	9,000	7,456		7,456	17.2%	
4040 Community Car Scheme	893	7,840	6,947		6,947	11.4%	
4041 Grants S137	0	1,000	1,000		1,000	0.0%	
4042 Local Grants	0	5,000	5,000		5,000	0.0%	
4044 Highway Improvements	0	8,000	8,000		8,000	0.0%	
4051 Bank Charges	43	300	257		257	14.4%	
4056 Consultancy	0	3,000	3,000		3,000	0.0%	
4057 Audit Fees	(2,300)	2,800	5,100		5,100	(82.1%)	
4058 Legal Fees	0	10,000	10,000		10,000	0.0%	
4059 Civic Reception	0	1,000	1,000		1,000	0.0%	
4060 Civic Allowances	0	1,000	1,000		1,000	0.0%	
4061 Elections	0	12,150	12,150		12,150	0.0%	
4076 SumUP card charges	0	20	20		20	0.0%	
4099 Contingency	0	1,000	1,000		1,000	0.0%	
4121 Telephone	1,015	6,000	4,985		4,985	16.9%	
4122 Postages	0	100	100		100	0.0%	
4123 Stationery	88	2,000	1,912		1,912	4.4%	
4140 Fuel	(231)	0	231		231	0.0%	
4147 Photocopier Lease payments	295	1,500	1,205		1,205	19.7%	
4190 Equipment Purchase	306	2,000	1,694		1,694	15.3%	
4230 Supplies	52	700	648		648	7.4%	
4231 Advertising	0	1,000	1,000		1,000	0.0%	
Administration :- Indirect Expenditure	<u>51,376</u>	<u>509,053</u>	<u>457,677</u>	<u>0</u>	<u>457,677</u>	<u>10.1%</u>	<u>0</u>
Net Income over Expenditure	<u>273,187</u>	<u>188,904</u>	<u>(84,283)</u>				

Month No: 2

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>112 Street Lights</u>							
4402 Public Lighting	(10,000)	25,000	35,000		35,000	(40.0%)	
Street Lights :- Indirect Expenditure	<u>(10,000)</u>	<u>25,000</u>	<u>35,000</u>	<u>0</u>	<u>35,000</u>	<u>(40.0%)</u>	<u>0</u>
Net Expenditure	<u>10,000</u>	<u>(25,000)</u>	<u>(35,000)</u>				
<u>113 Toilets</u>							
4112 Water	0	750	750		750	0.0%	
4113 Electricity	164	1,786	1,622		1,622	9.2%	
4230 Supplies	0	500	500		500	0.0%	
4255 Safety Checks	0	200	200		200	0.0%	
Toilets :- Indirect Expenditure	<u>164</u>	<u>3,236</u>	<u>3,072</u>	<u>0</u>	<u>3,072</u>	<u>5.1%</u>	<u>0</u>
Net Expenditure	<u>(164)</u>	<u>(3,236)</u>	<u>(3,072)</u>				
<u>114 Christmas Lights</u>							
1050 Income	4,000	0	(4,000)			0.0%	
Christmas Lights :- Income	<u>4,000</u>	<u>0</u>	<u>(4,000)</u>				<u>0</u>
4400 Expenditure	0	15,000	15,000		15,000	0.0%	
Christmas Lights :- Indirect Expenditure	<u>0</u>	<u>15,000</u>	<u>15,000</u>	<u>0</u>	<u>15,000</u>		<u>0</u>
Net Income over Expenditure	<u>4,000</u>	<u>(15,000)</u>	<u>(19,000)</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	0	115	115		115	0.0%	
Archive :- Indirect Expenditure	<u>0</u>	<u>415</u>	<u>415</u>	<u>0</u>	<u>415</u>		<u>0</u>
Net Expenditure	<u>0</u>	<u>(415)</u>	<u>(415)</u>				
<u>116 Attleborough Neighbourhood Pla</u>							
4400 Expenditure	0	5,000	5,000		5,000	0.0%	
Attleborough Neighbourhood Pla :- Indirect Expenditure	<u>0</u>	<u>5,000</u>	<u>5,000</u>	<u>0</u>	<u>5,000</u>		<u>0</u>
Net Expenditure	<u>0</u>	<u>(5,000)</u>	<u>(5,000)</u>				

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>118 Events</u>							
1393 Income Events	1,294	0	(1,294)			0.0%	
	<u>1,294</u>	<u>0</u>	<u>(1,294)</u>				<u>0</u>
Events :- Income							
4400 Expenditure	53	2,000	1,947		1,947	2.7%	
4504 Coronation	295	5,000	4,705		4,705	5.9%	
4505 Newsletter	0	5,000	5,000		5,000	0.0%	
	<u>348</u>	<u>12,000</u>	<u>11,652</u>	<u>0</u>	<u>11,652</u>	<u>2.9%</u>	<u>0</u>
Events :- Indirect Expenditure							
<b>Net Income over Expenditure</b>	<u>946</u>	<u>(12,000)</u>	<u>(12,946)</u>				
<u>201 Open Spaces</u>							
1100 Allotment Income	579	1,700	1,121			34.1%	
1105 Burial Fees	3,520	10,000	6,480			35.2%	
1106 Sports Letting	738	0	(738)			0.0%	
1120 Sale of land Dairy Court	4,000	0	(4,000)			0.0%	
1150 Re-imbusement of Utilities	36	0	(36)			0.0%	
1151 Insurance claim	100	0	(100)			0.0%	
	<u>8,972</u>	<u>11,700</u>	<u>2,728</u>			<u>76.7%</u>	<u>0</u>
Open Spaces :- Income							
4020 Miscellaneous Expenses	0	784	784		784	0.0%	
4058 Legal Fees	482	0	(482)		(482)	0.0%	
4110 Rates	318	1,817	1,499		1,499	17.5%	
4112 Water	96	1,500	1,404		1,404	6.4%	
4113 Electricity	103	2,250	2,147		2,147	4.6%	
4140 Fuel	642	5,725	5,083		5,083	11.2%	
4143 Equipment Hire	138	750	612		612	18.4%	
4144 Tree Work	0	3,500	3,500		3,500	0.0%	
4145 Maintenance/Repairs	9,278	25,000	15,722		15,722	37.1%	
4146 Play Equipment	0	5,000	5,000		5,000	0.0%	
4190 Equipment Purchase	1,575	3,000	1,425		1,425	52.5%	
4225 Refuse Collections	590	2,250	1,660		1,660	26.2%	
4230 Supplies	435	7,500	7,065		7,065	5.8%	
4255 Safety Checks	0	1,000	1,000		1,000	0.0%	
4296 Company Vehicle	244	10,000	9,756		9,756	2.4%	
4300 Premises Licence	70	360	290		290	19.4%	
4400 Expenditure	0	1,000	1,000		1,000	0.0%	
4501 Play Areas Consultancy	0	1,000	1,000		1,000	0.0%	
	<u>13,973</u>	<u>72,436</u>	<u>58,463</u>	<u>0</u>	<u>58,463</u>	<u>19.3%</u>	<u>0</u>
Open Spaces :- Indirect Expenditure							
<b>Net Income over Expenditure</b>	<u>(5,000)</u>	<u>(60,736)</u>	<u>(55,736)</u>				

Month No: 2

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<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>
<b>Net Expenditure</b>	<u>0</u>	<u>(750)</u>	<u>(750)</u>				
<u>290 Open Spaces Capital Exps.</u>							
4190 Equipment Purchase	5,541	20,000	14,459		14,459	27.7%	
4194 Litter bins	0	1,000	1,000		1,000	0.0%	
Open Spaces Capital Exps. :- Indirect Expenditure	<u>5,541</u>	<u>21,000</u>	<u>15,459</u>	<u>0</u>	<u>15,459</u>	<u>26.4%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>(5,541)</u>	<u>(21,000)</u>	<u>(15,459)</u>				
<u>301 Town Hall</u>							
1000 Booking Fees	1,825	10,000	8,175			18.3%	
1007 Bar Rent	(640)	500	1,140			(128.0%)	
Town Hall :- Income	<u>1,185</u>	<u>10,500</u>	<u>9,315</u>			<u>11.3%</u>	<u>0</u>
4110 Rates	2,843	14,560	11,717		11,717	19.5%	
4111 Gas	471	4,200	3,729		3,729	11.2%	
4112 Water	0	1,000	1,000		1,000	0.0%	
4113 Electricity	402	4,000	3,598		3,598	10.0%	
4145 Maintenance/Repairs	0	3,500	3,500		3,500	0.0%	
4190 Equipment Purchase	0	2,000	2,000		2,000	0.0%	
4220 Cleaning	45	1,500	1,455		1,455	3.0%	
4225 Refuse Collections	1,640	5,000	3,360		3,360	32.8%	
4230 Supplies	76	1,500	1,424		1,424	5.1%	
4231 Advertising	0	1,000	1,000		1,000	0.0%	
4255 Safety Checks	0	600	600		600	0.0%	
4257 Major Repairs	0	30,000	30,000		30,000	0.0%	
Town Hall :- Indirect Expenditure	<u>5,477</u>	<u>68,860</u>	<u>63,383</u>	<u>0</u>	<u>63,383</u>	<u>8.0%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>(4,292)</u>	<u>(58,360)</u>	<u>(54,068)</u>				
<u>501 Contingency</u>							
4400 Expenditure	0	25,000	25,000		25,000	0.0%	
Contingency :- Indirect Expenditure	<u>0</u>	<u>25,000</u>	<u>25,000</u>	<u>0</u>	<u>25,000</u>	<u>0.0%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>0</u>	<u>(25,000)</u>	<u>(25,000)</u>				

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	340,013	720,157	380,144			47.2%	
Expenditure	66,878	757,750	690,872	0	690,872	8.8%	
<b>Net Income over Expenditure</b>	<u>273,135</u>	<u>(37,593)</u>	<u>(310,728)</u>				
<b>Movement to/(from) Gen Reserve</b>	<u>273,135</u>						



**Anne Willett**

8 a)

**From:** Erin Grime <Erin@amvplaygrounds.co.uk>  
**Sent:** 05 June 2023 13:49  
**To:** Anne Willett  
**Subject:** Attleborough Town Council Tennis Net Quotation AMV2706  
**Attachments:** Attleborough Town Council AMV2706.pdf; Full Size Tennis Net.pdf

Good Morning Anne,

It was lovely speaking to you recently.

Please find the attached quotation for the supply, delivery and installation of the full-sized tennis net.

Please note, the installation price includes for removal and disposal of the existing tennis net, along with any spoil created by our team and the packaging.

Alternatively, you can always purchase the net on a supply only basis and arrange installation etc yourselves, if it would be more advantageous to do so.

The quotation is based on flat and level installation, easy access and offload.

Delivery would be approximately 8 working weeks from receipt of order confirmation.

The standard RAL colours available for our steelwork are as follows:-

Blue (RAL5010) Green (RAL6002) Red (RAL3020) Yellow (RAL1021) White (RAL9010) & Matt Black (RAL9005).

Please note, any other non-standard colour not listed above, may incur an additional cost.

If placing an order, please specify which colour is required.

We offer a 25-year guarantee against structural failure, rust and corrosion on steel components manufactured by AMV Playgrounds.

Our quotations are valid for 30 working days from issue, if placing an order after this period, we would need to reissue the quotation.



I trust this quotation meets your requirements; I will be in touch shortly to discuss.

In the meantime, please don't hesitate to contact me if you require any further information.

Kind Regards

Erin

**Erin Grime** | Internal Sales Consultant

**AMV Playground Solutions Ltd**

Abbey Lane Enterprise Park, Burscough, Lancashire, L40 7SR

Direct Line: 01704 898 917 | Main Office: 01704 895 331

Email: [erin@amvplaygrounds.co.uk](mailto:erin@amvplaygrounds.co.uk) | Web: [www.amvplaygrounds.co.uk](http://www.amvplaygrounds.co.uk)

## QUOTATION AMV2706

<b>CUSTOMER:</b> Attleborough Town Council Town Hall  Queens Square  Attleborough Norfolk NR17 2AF	<b>DELIVER TO:</b> Attleborough Town Council Town Hall  Queens Square  Attleborough Norfolk NR17 2AF
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DATE	CONTACT	ORIGINATOR	LEAD TIME	TERM
05/06/2023	Anne Willett	Erin Grime	8 Weeks	30 Days

QTY	DESCRIPTION	UNIT PRICE	TOTAL
1	<b>Full Size Tennis Net</b> Dimensions: 12.85m (l) x 1m (h). Available in a choice of standard RAL colours	£4,419.00	£4,419.00
1	<b>Delivery</b> Timed delivery on a dedicated vehicle	£817.00	£817.00
1	<b>Installation</b> Installation by our skilled team, including removal and disposal of the existing tennis net, all spoil and packaging	£1,761.00	£1,761.00

**\*\*\* Please note all orders must be made out to Bailey Street Furniture Group Ltd, From January 1st we will no longer be able to accept orders made out to AMV Playgrounds Ltd \*\*\***

- This Quote is subject to Bailey Street Furniture Group Ltd Terms & Condition of sale. [Click here to view.](#)
- Please ensure the above details are correct
- Delivery dates are estimates only and cannot be guaranteed
- Prices are for supply only unless otherwise stated
- Due to current market volatility quotation is valid for 30 days from creation & maybe subject to increases upon ordering
- Errors & omissions excepted
- Please note that if goods are being delivered direct to site some light assembly may be required
- Delivery as standard is palletised with offloading by others - Please call sales office to discuss site specific requirements
- Freight charges can increase if delivery is needed during July, August & December due to European holidays
- Prices quoted in this document are subject to full technical site survey and structural calculations where applicable

<b>SUB TOTAL</b>	£6,997.00
<b>VAT</b>	£1,399.40
<b>TOTAL</b>	£8,396.40





## Full Size Tennis Net

Product Code AMV-TN005

### Price on Application

Price stated is for product only. Contact us for a delivery & installation quote based on your location.

#### Dimensions:

Length 12850 mm  
Height 1070 mm

#### Key Stage:



## Play Values

This product supports the following areas of child development.



Stretching & Flexibility



Hand-eye Co-ordination



Gross Motor Skills



Competitive Play



Co-Operative Play

## Description

Save time and money with another exclusive AMV outdoor sports solution!

The authentic look of an AMV vandal resistant Steel Tennis Net delivers a minimum maintenance cost effective solution, which avoids constantly replacing damaged nets, or the need to bring traditional nets in and out on a daily basis. Popular with schools, public parks and community spaces, our heavy duty permanent steel tennis nets are available in two sizes.

Within a playground settings, the Mini Tennis Nets can serve a dual purpose when combined with AMV Goal Units in a ball play zone area to provide an affordable solution to controlling play areas. AMV can also provide tennis court markings for installation at the same time as your Tennis Nets.

Whether you require a full size regulation tennis court, or one of the smaller popular variations such as touch tennis and short tennis, AMV have the ideal long term solution to help get young people active and involved, and who knows, maybe even nurture a Wimbledon champion of the future!



86)



**QUOTATION FOR ATTLEBOROUGH TOWN COUNCIL**

1 June 2023





## Who are JB Corrie?



JB Corrie has been proudly established for over 100 years and is one of the UK's leading manufacturers and installers of fencing and steel fabrications.

Our head office is located at Petersfield, South East England and we are supported by our Scottish office in Blairgowrie, giving us an ideal base to service the entire UK.



**Sharing Knowledge**  
Knowledge and experience, advising you along the way



**Industry Expertise**  
Over 100+ years of experience, family-owned and British based

### JB Corrie also:

- Pride ourselves on our quality as a quality assured company conforming to Standard ISO 9001:2015 Quality Management Systems and Sector Schemes 2A, and "C"
- Have our own extensive manufacturing capability.
- Only use trained staff and qualifications are available for inspection.
- Have a total commitment to Health, Safety and the Environment.
- Consider no work complete until you are totally satisfied.
- JB Corrie hold the Construction Line GOLD standard accreditation.







To	Anne Willett	Quote No.	QNO 08392
Company	Attleborough Town Council	From	Stuart Povey
Email	<a href="mailto:Anne@attleboroughtc.org.uk">Anne@attleboroughtc.org.uk</a>	Email	<a href="mailto:spovey@jbcorrie.co.uk">spovey@jbcorrie.co.uk</a>
Site	Attleborough Tennis Courts	Date	1 June 2023

## The Project – Replacement of tennis net

Take down, if still in-situ, the existing tennis net and posts.

Supply and install 1no. 12.80m wide steel tennis net, manufactured in two sections from a galvanised circular hollow section framework. The frames will be infilled with twin-wire rigid mesh. The outer legs of each frame to be set in ground sockets, set in concrete foundations.

Height of frames to outside to be 1070mm, with central ends being 910mm.

The steelwork to be above to be Polyester Powder Coated white.

### Points to Note:

- Please be advised that in the current climate we can only quote at the current prices. However, due to significant inflationary pressures on many “fronts” i.e., Labour Costs, Raw Material, Manufacturing, Transport, we can only price at today’s costs. Prices will be reviewed when an order is received and may have to be revised if costs have significantly increased by that time.
- The surface will be made good with cold lay black tarmac

### The price:

**FOR THE SUM OF - £3,950.00 (excl. VAT)**



## Assumptions & Clauses

1. **Materials quoted:** are currently available. Due to the potential volatility of the steel market and its subsequent effect on availability, if these materials are not available at the time of the order, we may have to re-quote substitute materials.
2. **On site assumptions & conditions:**
  - a) We have assumed that all works will be carried out as one contract.
  - b) We have allowed for spoil from excavation to be spread on site.
  - c) This quotation has been based on the work being carried out in one continuous visit.
  - d) We have assumed that normal excavating conditions will prevail throughout for any material encountered. Your attention would be drawn to the necessity to use a compressor prior to its use on site. The use of a compressor may result in a claim for additional costs. Normal excavating conditions shall also pertain to normal uncontaminated soil conditions, any contaminated ground will result in a claim for additional costs.
  - e) This quotation has been based on there being vehicular access for the delivery of materials to the fence line.
  - f) Our price is based on the assumption that the fence line will be obstruction free prior to the arrival of our erectors.
  - g) Before we are able to commence any excavations, we will require you to provide us with details / cable drawings of all service locations i.e., gas, water, electricity, telephone and communication cables etc. which may exist on or near the fence line. Should this information not be provided we will not be able to commence excavations and will not accept any liability for damages to the services.
  - h) Defects Liability period for our works is 12 months from the date of our own practical completion. Extended period of defects liability available upon request and potential extra over rate subject to conditions.
3. **General Conditions:**
  - a) The prices quoted will remain firm for 14 days from the date of our quotation.
  - b) The prices quoted are net of Main Contractors discount and retention.
  - c) The prices quoted are subject to Value Added Tax at the appropriate rating.
  - d) All lead times quoted are indicative only and cannot be confirmed until receipt of a written order and all necessary information.
  - e) Any order placed with the company must be confirmed in writing to us within seven days.

## Additional Costs & Clauses

### Design

JB Corrie are able to entertain Design Services upon request but unless shown within our offer as a separate priced item it should be assumed that Design Services are not included within this quotation.

### Inductions

We have made allowance for our site staff to attend an initial site induction. Any other downtime as a result of Health & Safety and/or environmental requests by the client, will be charged at daywork rates.

## Downtime

Any downtime as a result of access to working areas being blocked and/or unavailable will be charged at daywork rates.

## Programme

Any changes to the agreed working programme will be charged at daywork rates.

## Cube Testing / Identity Testing

Unless specified cube testing of concrete is excluded from our offer and will be subject to extra over upon request

We confirm that we operate a quality management system for the Supply and Erection of Fences which complies with the requirements of Standard ISO 9001:2015 Quality Management Systems and Sector Schemes 2A, and "C

All Site Instructions are to be addressed to the Contracts Manager and must be confirmed in writing prior to the commencement of the work.

We trust the above meets with your requirements. Should you have any queries, please do not hesitate to contact the writer.



Assuring you of our close attention at all times.

**Stuart Povey**

Stuart Povey - Contracts Estimator

Email: [spovey@jbcorrie.co.uk](mailto:spovey@jbcorrie.co.uk)

Direct dial No: 01730 237136



# JB Corrie & Co Limited Terms & Conditions – Supply & Fit

## 1 DEFINITIONS

- a. In these conditions
- 1.1 "Company" means JB Corrie & Co Limited.
- 1.2 "Commencement Date" means any date agreed between the Company and
  - b. the Customer under clause 6.1 or, where no such date is agreed, the date the
  - c. Company commences the Works on site.
- 1.3 "Completion Date" means any date agreed between the Company and the Customer under clause 6.2.
- 1.4 "Conditions" means these terms and conditions.
- 1.5 "Contract" means the contract for Works and Materials to be supplied by the Company subject to these Conditions in return for the Contract Price.
- 1.6 "Contract Price" means the price for the Works and Materials.
- 1.7 "Customer" means the purchaser of Works and Materials from the Company.
- 1.8 "Materials" means the materials to be supplied by the Company in carrying out the Works.
- 1.9 "Site" means the place for performance of the Works.
- 1.10 "Works" means the works to be carried out by the Company.

## 2 FORMATION OF CONTRACT

- 2.1 Any order sent to or placed with the Company by the Customer (whether or not pursuant to a quotation) shall be accepted at the discretion of the Company and will be accepted on these Conditions.
- 2.2 Orders will only be acknowledged if received from the customer in writing.
- 2.3 Acceptance will be by way of a Company order acknowledgement form.
- 2.4 These conditions override any contrary or additional conditions proposed by the Customer.
- 2.5 The Customer acknowledges that in entering into the Contract it does not rely on any representation made by the Company, its agents or employees save for any such representation made or confirmed by the Company in writing.

## 3 QUOTATIONS

- 3.1 Quotations are provided by the Company using information and prices available at the date of issue. The Company reserves the right to withdraw or amend any quotation at any time.
- 3.2 All quotations are exclusive of VAT.

## 4 PRICE - PAYMENT

- 4.1 Notwithstanding anything set out below the Company may make it a condition of the Contract that a specified sum shall be paid by the Customer in advance of the Company ordering Materials or in advance of the Company commencing Works. Further the Company may make it a condition of the Contract that Materials be paid for on delivery to Site. The Company shall be under no obligation to commence or proceed with any Works if the Customer fails to make payment in accordance with any such provision.
- 4.2 The Contract Price is stated exclusive of VAT which will be added to the Company's interim or final application/invoices at the then current rate.
- 4.3 The Company is entitled to interim payments 1 month after the Commencement Date and subsequently on the same (or nearest following) date in each subsequent month.
- 4.4 The Company is entitled to submit a final application/invoice when it considers the Works are complete.
- 4.5 Interim and final applications/invoices shall be for a sum equal to the value of Works and Materials carried out and supplied (including unfixed Materials on Site) less the total of previous applications/invoices.
- 4.6 Interim and final applications/invoices are due on their respective dates.
- 4.7 Within 5 days of an interim or final application/invoice date the Customer shall;
  - 4.7.1 confirm the sum payable is as stated in the application/invoice; or
  - 4.7.2 set out an alternative sum payable providing details of the calculation of that sum.
- 4.8 The final date for payment of any interim or final application/invoice is 14 days after date.
- 4.9 Not less than 3 days before the final date for payment the Customer shall deliver to the Company in writing details of any grounds for withholding payment from the Company and the sum to be withheld under each ground.
- 4.10 Interest on overdue applications/invoices will accrue on a daily basis from the final date for payment until payment at the rate of 8% above Bank of England base rate from time to time.
- 4.11 The Customer shall not deduct from or set off against any sum due or payable to the Company under the Contract and these Conditions any sum claimed or due from the Company to the Customer under any other contract or pursuant to any other obligation between them.
- 4.12 If the Customer fails to make any payment by the final date for payment, then without prejudice to any of the Company's other rights the Company may;
  - 4.12.1 suspend the performance of the Works; or
  - 4.12.2 terminate the Contract.and in either case recover from Site any unfixed Materials.
- 4.13 On termination under clause 4.12.2 the Company may submit a final invoice to be paid in accordance with clauses 4.4 to 4.8.
- 4.14 All payments are to be made without retention.

## 5 VARIATIONS

- 5.1 The Company is not obliged to accept or make any variation to the Works and Materials but will consider any variation request made in writing and no variation will be binding on the Company unless accepted by it in writing.
- 5.2 The Company reserves the right to make acceptance of any variation conditional on prior agreement as to the price of any variation and to any extension of time to be allowed in respect of it to the Completion Date.
- 5.3 The Company reserves the right to make any variation in the Works or Materials necessary to conform with any applicable safety, regulatory or statutory requirements.

## 6 TIME FOR PERFORMANCE

- 6.1 Unless specifically agreed by the Company in writing and confirmed in its order acknowledgement form no Commencement Date, Completion Date or programmes requested by the Customer shall be binding on the Company.
- 6.2 Where the Company agrees to a Completion Date under clause 6.1 and it becomes apparent that the Works will not be completed by the Completion Date for reasons beyond the control of the Company, the Completion Date shall be extended by such time as is reasonable.

## 7 RISK IN PROPERTY

- 7.1 Materials shall be at the Customer's risk from delivery to Site.
- 7.2 Property in Materials shall not pass to the Customer until;
  - d. 7.2.1 they are fixed as part of the Works; or
  - e. 7.2.2 the Customer has paid the Contract Price and no other sums whatsoever
  - i. are due from the Customer to the Company.
- 7.3 Until property in Materials passes to it the Customer shall store the Materials (at no cost to the Company) separately from all other materials in its possession and marked clearly to identify them as the Company's property.



7.4 Risk in the Works or any part thereof whether complete or incomplete shall lie with the Customer who shall be responsible for arranging all policies of insurance in respect thereof.

## 8. CUSTOMER'S OBLIGATIONS

8.1 Unless otherwise agreed by the Company in writing the Customer shall provide the Company free of charge with:

8.1.1 a safe connection to a mains electricity supply; and

8.1.2 a suitable water supply;  
necessary to carry out the Works.

8.2 The Customer is responsible for providing clear access at all reasonable times to all parts of the Site necessary to enable the Company to carry out and proceed regularly with the Works.

8.3 The Customer is responsible for ensuring that all preparatory and concurrent works necessary for the commencement and continuation of the Works are properly carried on and completed so as to enable the Company to proceed regularly with the Works.

8.4 The Customer is responsible for obtaining any necessary approvals, permissions or consents for the carrying out of the Works.

8.5 The Customer will pay to the Company a reasonable sum for any additional Works, Materials, plant/equipment costs, time or travel costs incurred by the Company as a consequence of the Customer's breach of any part of section 8.

8.6 Sums payable under clause 8.5 shall be included in the Company's interim/final invoices and paid in addition to the Contract Price in accordance with clauses 4.5 to 4.8.

## 9. MATERIALS DELIVERED TO CUSTOMER'S SPECIFICATIONS

9.1 The Company will not be responsible for defects in or delay in carrying out, the Works or in the quality, quantity or fitness for purpose of any Materials supplied which arise from the Company's reliance on any drawings, specifications, calculations, method statements or particulars supplied by the Customer.

9.2 Where any errors or omissions in any drawings, specifications, calculations, method statements or particulars supplied by the Customer cause;

f. 9.2.1 the quantity or quality of Materials to be less than required to complete

i. the works the supply of any additional Materials shall be a variation

ii. subject to the provisions of section 5;

g. 9.2.2 the quantity of Materials to be greater than required to complete the works such excess Materials shall be paid for by the Customer in any event.

## 10. SECURITY

10.1 Unless specifically stated in the quotation the Contract Price does not include, and nor is the Company liable to provide, any temporary fencing or other security measures during the course of the Works.

## 11. LIMITATION OF LIABILITY

11.1 The Company's liability under the Contract and these Conditions, except for liability in respect of death or personal injury caused by the negligence of the Company, its employees, servants or agents is limited to the reasonable cost of remedying or rectifying any defects in the Works and in no event shall exceed the Contract Price.

11.2 Further, the Company shall have no liability arising from it damaging any underground pipe, cable or other service media except where the location of such has been notified to it in advance of Works commencing in the relevant part of the Site.

11.3 Except as provided by clause 11.1 and 11.2 the Company excludes all liability to the Customer for any loss or damage, whether direct, consequential or economic suffered or incurred by the Customer arising under or in connection with the Contract, these Conditions or the carrying out of the Works.

11.4 Unless specifically stated in the quotation the company will not accept any liability for Design.

## 12. INSOLVENCY OF CUSTOMER

Without prejudice to any other right or remedy available to it the Company shall be entitled to terminate the Contract or suspend the Works if the Customer; has a bankruptcy petition issued against it or becomes bankrupt; makes or proposes any arrangement with its creditors; has a proposal for a voluntary arrangement for a composition of debts or scheme of arrangement approved in accordance with the Insolvency Act 1986; has an application made under the Insolvency Act 1986 for the appointment of an administrator; has a winding up petition issued or winding up order made against it; passes a resolution for voluntary winding up; has appointed a receiver or manager of its business; has appointed an administrative receiver, or has possession taken by or on behalf of any creditor of any property the subject of a charge.

## 13. DISPUTE RESOLUTION

13.1 The Company or the Customer may refer any dispute arising out of or in connection with this Contract to adjudication.

13.2 The rules applicable to any adjudication shall be those in the Scheme for Construction Contracts (England and Wales) Regulations 1998 or any re-enactment or amendment thereof.

13.3 The adjudicator nominating body for the purpose of adjudication shall be the Royal Institution of Chartered Surveyors.

## 14. MISCELLANEOUS

14.1 The Contract and these Conditions shall be governed by the law of England and Wales.

14.2 No waiver by the Company of any breach of Contract or these Conditions by the Customer shall be considered as a waiver of any subsequent breach of Contract or these Conditions by the Customer.

14.3 The illegality, invalidity or unenforceability of any clause in these Conditions shall not affect the legality, validity or enforceability of the remainder.

14.4 It is not intended that any party shall acquire any right pursuant to the Contracts (Rights of Third Parties) Act 1999 as a consequence of this contract.



## QUOTATION FOR ATTLEBOROUGH TOWN COUNCIL

1 June 2023





**J B Corrie and Co. Limited**  
 Registered Office:  
 FRENCHMANS ROAD, PETERSFIELD, HANTS, GU32 3AP  
 TELEPHONE: 01730 237100 / FAX: 01730 264915  
 Also at Blairgowrie, Perthshire 01250 873989

# Supply Only Estimate

<b>DELIVERY ADDRESS</b>	<b>INVOICE ADDRESS</b>	<b>OUR REF</b>	<b>QNO 08391 A</b>
F.A.O SUART POVEY PLEASE CHECK AMMOUNTS PLEASE CHECK SPECIFICATIONS  <b>SELLING PRICES ONLY</b>	JB CORRIE & CO LTD FRENCHMANS ROAD PETERSFIELD HAMPSHIRE GU32 3AP	DATE	31/05/2023

Regards  
Robyn Hill  
Direct Dial  
01730 237132



012

ANTICIPATED DELIVERY/COLLECTION: -  
 CUSTOMER TEL NO : 01730 237 100  
 CUSTOMER EMAIL: SPOVEY@JBCORRIE.CO.UK

DESCRIPTION	QUANTITY	UNIT	PRICE	VALUE
<b>THE FOLLOWING TO SUIT METAL TENNIS NET:</b>				
-	-	-	£ -	£ -
-	-	-	£ -	£ -
-	-	-	£ -	£ -
-	-	-	£ -	£ -
-	-	-	£ -	£ -
-	-	-	£ -	£ -
-	-	-	£ -	£ -
ALL METAL TENNIS NET 12800 MM WIDE CONSTRUCTED INTO 2NO SECTIONS TO BE FIX TOGETHER ON SITE. 1070 MM HIGH AT THE ENDS REDUCING TO 910 MM IN THE CENTRE. CONSTRUCTED FROM TUBULAR STEEL, INFILLED WITH TWIN WIRE MESH TO SUIT. COMPLETE WITH GROUND SOCKETS TO SUIT. (CONCRETE TYPE)	1	SET	£ 1,725.92	£ 1,725.92
-	-	-	£ -	£ -
-	-	-	£ -	£ -
DELIVERY	1	NO	£ 250.00	£ 250.00
-	-	-	£ -	£ -
-	-	-	£ -	£ -
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-	-	-	£ -	£ -
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GALVANISED AND POWDER COATED WHITE RAL 9010			VALUE	£ 1,975.92
GALVANISED AND POWDER COATED WHITE RAL 9010			VAT	£ 395.18
GALVANISED AND POWDER COATED WHITE RAL 9010			TOTAL	£ 2,371.10

**Quote is Valid for 7 days from date of issue.** Please note: Steel prices are currently very volatile. We will continue to hold our price for the validity period quoted. Any price falling outside the validity period will need to be checked or repriced before applying. We do not accept any liquidated damages or retention on any order. Companies without an account: - initial transaction strictly Pro-Forma, thereafter an account can be opened only following receipt of satisfactory credit references. All Orders must be confirmed in writing by E-Mail, Fax or letter. Orders should be raised to J. B. Corrie & Co Ltd Registered Number 208517 ENGLAND.V.A.T. Registration No. GB 192 6798 10 at the above address. To Order this quote please fill in below, Fax: 01730 264915 or E-Mail: sales@jbcorrie.co.uk

Please accept this as my order for the above items, Signed: \_\_\_\_\_ Print Name \_\_\_\_\_

Customer Order Number \_\_\_\_\_ Date: \_\_\_\_\_

Anne Willett

8c)

**From:** Rob Walter <rob.walter@hucknetting.co.uk>  
**Sent:** 07 June 2023 16:02  
**To:** Anne Willett  
**Subject:** RE: Tennis Court

Thank you for your enquiry, we do manufacture a steel tennis net. Price for a dralo tennis net £2250.00 + £45.00 carriage + Vat. Manufacture time is approx. 10 weeks. This would be supply only.  
Kind regards



\* This contractor is supply only.

Rob Walter  
Marketing Manager  
Huck Group  
Gore Cross Business Park  
Corbin Way  
Bridport  
Dorset  
DT6 3UX  
Tel: +(44) 01308425100  
Fax: +(44) 01308458109  
Email: rob.walter@hucknetting.co.uk  
Web: www.huck-net.co.uk



♣ Consider the environment. Do you really need to print this email?

Huck Nets (UK) Ltd is a company registered in England and Wales under number 3276081. The company's registered office is Gore Cross Business Park, Corbin Way, Bridport, Dorset, DT6 3UX, United Kingdom. This message contains confidential information and is intended only for the intended recipients. If you are not an intended recipient you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system. E-mail transmission cannot be guaranteed to be secure or error-free as information could be intercepted, corrupted, lost, destroyed, arrive late or incomplete, or contain viruses. The sender therefore does not accept liability for any errors or omissions in the contents of this message, which arise as a result of e-mail transmission. If verification is required please request a hard-copy version.

**From:** Anne Willett <anne@attleboroughtc.org.uk>  
**Sent:** Friday, June 2, 2023 12:15 PM  
**To:** Rob Walter <rob.walter@hucknetting.co.uk>  
**Subject:** Tennis Court

You don't often get email from [anne@attleboroughtc.org.uk](mailto:anne@attleboroughtc.org.uk). [Learn why this is important](#)

Please see photos below. The net is getting vandalised do you supply a steel or metal alternative. We would require installation and the old net disposed of.  
Is this something you could quote us for please?

Regards  
Anne

Anne Willett  
Clerks Assistant  
Attleborough Town Council  
Town Hall  
Queens Square  
Attleborough



9a)

**KM SERVICES**  
**HOME IMPROVEMENTS, FENCING & GARDENING SPECIALISTS**  
**57 BESTHORPE ROAD**  
**ATTLEBOROUGH**  
**NR17 2NQ**

**QUOTATION 3705**

**TEL NO: 01953 452 894 / 07780 978157**

**E-MAIL : kms.50@uwclub.net**

CUSTOMER NAME ADDRESS TEL NO	ATTLEBOROUGH TOWN COUNCIL	DATE 25/06/2023
QUOTE 1		
TO SUPPLY AND FIX 72m OF 6FT HIGH GALVANISED CHAIN LINK FENCING		
	2 END STRAINERS	£325.00
	2 TOW WAY STRAINERS	£430.00
	21 INTER POSTS	£1,057.00
	3 ROLLS OF 1.8 CHAIN LINK	£1,222.00
	10 BAGS POST MIX	£70.50
TOTAL		<b>£3,104.50</b>
LABOUR		<b>£1,000.00</b>
TO REMOVE WASTE		<b>£0.00</b>
TOTAL		<b>£4,104.50</b>
<p>ALL GOODS REMAIN THE PROPERTY OF KM SERVICES UNTIL PAYMENT IS RECEIVED IN FULL            ANY WASTE HAS TO BE TAKEN AWAY THEN I WILL ADD A CHARGE eg. DUMP</p>		

**KM SERVICES**  
**HOME IMPROVEMENTS, FENCING & GARDENING SPECIALISTS**  
**57 BESTHORPE ROAD**  
**ATTLEBOROUGH**  
**NR17 2NQ**

**QUOTATION 3706**

**TEL NO: 01953 452 894 / 07780 978157**

**E-MAIL : kms.50@uwclub.net**

CUSTOMER NAME ADDRESS TEL NO	ATTLEBOROUGH TOWN COUNCIL	DATE 25/06/2023
	<p>QUOTE 2</p> <p>TO REMOVE EXISTING FENCING AND MOVE BACK</p> <p>10 BAGS OF POST MIX</p> <p>(IF ANY THING NEEDS REPLACING THIS WILL BE EXTRA)</p>	<p>£70.50</p>
	TOTAL	<b>£70.50</b>
	LABOUR	<b>£800.00</b>
	TO REMOVE WASTE	<b>£0.00</b>
	TOTAL	<b>£870.50</b>
	<p>ALL GOODS REMAIN THE PROPERTY OF KM SERVICES UNTIL PAYMENT IS RECEIVED IN FULL            ANY WASTE HAS TO BE TAKEN AWAY THEN I WILL ADD A CHARGE eg. DUMP</p>	

# Review and accept your quote

## New 6ft Chain Link Fencing

Quote total

£1,494.97

Message from K.Collins Groundworks LTD

"Thanks for requesting a quote. Please review the scope of works and let me know if you have any changes or questions. Kind regards, Ken."

9b)

## New 6ft Chain Link Fencing

Quote valid for 30 days  
Created on 22nd June 2023

Attleborough Town Council

Quote sent by:



K.Collins Groundworks LTD

15 Marland Road  
Norwich  
NR8 6GQ

kencollins23@icloud.com  
07552048588  
Reg number: 14741125

### SCOPE OF WORK

£1,494.97

### PAYMENT SCHEDULE

#### Initial payment

Payment due before works commence for ordering of 75m chain link fencing, posts, fittings, etc.

£946.70

#### Final payment

Payment due on completion of works

£548.27

### ACCESS HOURS

08:00-17:30

### COST OF WORKS

Total price

£1,494.97

## Accept this quote

### Accept this quote

To make this a legally binding contract you need to fill out a few quick details.

1. Supply the job address
2. Accept the terms & conditions

#### 1. Supply the job address

This should be where the work is being done, not necessarily your address.

Search for the address

# Review and accept your quote

## New 6ft Chain Link Fencing

Quote total

£2,579.84

Message from K.Collins Groundworks LTD

"Thanks for requesting a quote. Please review the scope of works and let me know if you have any changes or questions. Kind regards, Ken."

### New 6ft Chain Link Fencing

Quote valid for 30 days  
Created on 27th June 2023

Attleborough Town Council

Quote sent by:



K.Collins Groundworks LTD  
15 Marland Road  
Norwich  
NR8 6GQ  
kenncollins23@icloud.com  
07552048588  
Reg number: 14741125

#### SCOPE OF WORK

- Opposite side of fencing.

£2,579.84

#### PAYMENT SCHEDULE

Initial payment  
Payment due before works commence

£1,100.84

Final payment  
Payment due on completion of works

£1,479.00

#### COST OF WORKS

Total price

£2,579.84

### Accept this quote

#### Accept this quote

To make this a legally binding contract you need to fill out a few quick details.

1. Supply the job address
2. Accept the terms & conditions

#### 1. Supply the job address

This should be where the work is being done, not necessarily your address.

Search for the address

Street address or postcode

Building and street


Building and street continued optional

## K.Collins Groundworks LTD

2 Feedback  100%

Shortlisted

 Kenneth Collins

 07552 048 588 (tel:07552 048 588)

Profile

Feedback

Messages (3)

Quotes (3)

Load more messages

Good morning Kenneth, please could you forward the second quote with regards to installing the fencing.  
*an hour ago*

K.Collins Groundworks LTD

Hi good morning,

Very sorry for the late reply we've honestly been so busy!

I have sent over the 2nd quote, I have quoted to insert a new fence line after removing the old. I have not priced a quote to move the fence because I have tried this in the past and it was near to impossible to remove them out of the ground with a digger and jack hammer the concrete from the posts without damaging them.

It is cheaper and easier to remove the straight run, remove 5metres on the L's and insert new from there.

I hope this is of some help!

Kind regards,

Ken.

*21 minutes ago*

Send

Photo gallery



13 a)

## Request to purchase a bench for Attleborough Cemetery

Hello

My dad has a relation staying with him in Attleborough from Canada for 1 and a half weeks, my mum is in the cremation area in the cemetery and he was asking if it would be possible to have a bench with a plaque on down there in memory of my mum. Would this be possible?

Kind Regards

[REDACTED]

Thank you for your email.

>

> This would need to go to council just to be agreed, but in principle we do support memorial benches in agreed locations and would be happy to discuss further.

> Will you be providing the bench, if so our groundsmen will make this secure and install it. The bench must be capable of being secured to the ground for safety reasons.

> I look forward to your response.

>

> Kind Regards

> Paula Witham

Good morning Paula

Yes, that was the idea that he would buy it, I will speak to him and get back to you, that would be great if the grounds man could install 😊.

I will be in touch.

Many Thanks



Yaheetech 2PCS 3 Seater Garden Bench Cast Iron Bench Outdoor Furniture Park Patio

Garden Furniture & Accessories › Patio Seating › Benches

Sponsored



3 Seater Garden Bench,  
HDPE 2-Person Patio  
Chair with Cozy  
All-Weather  
Cast Iron Loveseat Bench for  
Front Porch Path (132 x 65

£128<sup>95</sup>

FREE delivery 28 - 29 June.

[Details](#)

[Select delivery location](#)

In stock

Quantity: 1 ▾

Add to Basket

Buy Now

Payment [Secure transaction](#)

Dispatches from [Casart](#)

Sold by [Casart](#)

Returns [Returnable within 30 days of receipt](#)

Add to List

Have one to sell?

Sell on Amazon



Yaheetech Metal Garden Bench 3...

★★★★☆ 48

£59<sup>99</sup>

Save 5% with coupon

Sponsored

£128<sup>95</sup>

132 x 65 x 91 cm

126 x 60 x 90 cm  
£138.95

132 x 65 x 91 cm  
£128.95

Roll over image to zoom in



**Material**  
High Density  
Polyethylene, Alloy

**Style**  
Garden

**Item weight**  
26 Kilograms

**Maximum weight recommendation**  
300 Kilograms

Product dimensions	65D x 132W x 91H centimetres
Colour	Gray
Size	132 x 65 x 91 cm
Furniture finish	Alloy Steel
Seat height	44 Centimetres

About this item

- ♥COMFORTABLE TO SIT: Designed with cozy backrest, wide armrests and curved seat, this patio loveseat provides you with a comfortable sitting experience. Moreover, the slatted design avoids stuffiness to provide your comfortable experience.
- ♥BORN FOR OUTDOORS: The HDPE material endows this garden bench with the advantages of being weather-resistant, colorfast and waterproof to stand against outdoor elements better. Besides, this material is recyclable as well to use for long time.
- ♥LOW MAINTENANCE: This outdoor bench does not require painting, staining, waterproofing or other complicated maintenance. If this loveseat gets dirt, just clean with soapy water for great convenience.
- ♥300/320KG MAX LOAD: This front porch bench holds up to 300/320kg weight capacity for strong stability. Meanwhile, the large seat area creates sufficient space for 2 people to sit at the same time, enjoying leisure time together.
- ♥WIDE APPLICATION: Measuring 132 x 65 x 91 cm /126 x 60 x 90 cm (L x W x H) in dimension, this

13b)

**Road markings in Attleborough Town Centre**

From [REDACTED]  
Sent: 19 June 2023 22:06  
To: Michelle Barron <[townclerk@attleboroughtc.org.uk](mailto:townclerk@attleboroughtc.org.uk)>; Rhodri Oliver <[rhodri.oliver.cllr@norfolk.gov.uk](mailto:rhodri.oliver.cllr@norfolk.gov.uk)>  
Subject: Road markings in Attleborough Town Centre

Good evening  
I was advised at this evening's Environment Meeting of Attleborough Town Council to email the council office and Rhodri Oliver regarding my request.  
I asked if arrangements could be made to improve the road markings in town. In particular at the following three places: Surrogate Street, Connaught Plain and Queen's Square.  
I hope you are able to arrange for this work to be carried out. I look forward to hearing from you.  
Kind regards  
[REDACTED]

13c)

## Memorial Bench Query - Gaymers Field/Meadow

Hi,

I was hoping you could tell me how I can find out more about what the process might be and cost for a memorial bench or plaque on a bench at Gaymers field/meadow please?

My Grandad was a daily user of the Gaymers field/meadow to walk his dog Bobby until he sadly passed away last year. He was well known with the other dog walkers there and my Nana now visits Gaymers every day to walk Bobby there too.

I haven't raised this with her yet as I wanted to see if it was possible to pay for a memorial bench (or plaque on a new bench) first. Rather than her potentially like the idea and it not be possible.

Any relevant advice and costs would be welcome.

Best regards,

A black rectangular redaction box covering the signature of the sender.



**From:** Michelle Barron  
**Sent:** 27 June 2023 12:50  
**To:** Anne Willett  
**Subject:** FW: Draft email for town/parish councils signage  
**Attachments:** 7146 Signage Parish.pdf; PARISH&TOWN SIGNAGE INTEREST.ods

**From:** Tudge, Ruth <Ruth.Tudge@breckland.gov.uk>  
**Sent:** 26 June 2023 16:15  
**Subject:** FW: Draft email for town/parish councils signage

To whom it may concern,

We are reaching out to all Parish and Town Councils to discuss display signage within the Breckland district.

Following Breckland Council's successes with regards to tackling fly-tipping and other waste crimes over the last few years, we have acknowledged the importance of strong proactive responses, which include penalty sanctions and enforcement for those responsible. We are the best performing district in Norfolk in terms of holding offenders to account and we aim to achieve more in the coming years. However, we also recognise the impacts of public information and re-education. Since 2020 we have strategically targeted our primary hotspots with clear signage to deter litter and dog fouling and have since observed significant reduction of these issues in many key areas.

Short-term laminated posters and leaflets are cheap to make, but sometimes look scruffy and are easily removed or damaged, so it is important for Breckland to use good quality signage.

Clear, bold, high-calibre signage creates a significant deterrence against local issues. With visual illustration, our signs ensure that anyone with language or reading barriers can understand the message. Likewise, the striking font and colour can be recognised from a distance, so no excuse can be made to avoid seeing it. Our signs are aluminium plated; sturdy, with approximate lifecycle of 10+ years and the design coating can be replaced if damaged by weather or impact.

At a size of 30cmx40cm (sized between an A3 & A4 paper) this is the right size for lamp posts and other suitable structures. Other versions of our signs can be drilled into walls and suitable surfaces.

Breckland Council do not have an existing budget to provide all Parish/Towns with our high quality signage, which would normally need to be financed locally, however we want to work as closely with each respective council as possible to try and prevent some of the issues that our public detest most. We are therefore encouraging all Parish/Town Councils in the district to consider the purchase of Breckland Council-based signage through us. If enough orders are placed to our supplier, we will be able to obtain the items at a reduced rate. We are anticipating a cost of approximately £41.50 per unit, which includes the alluminium sign and design coating, metal straps for lamp posts, VAT and delivery.

Parishes and Towns can of course purchase their own signage at their convenience; however we believe that the signage that we use is too good not to share.

If you would like to discuss purchasing signage through Breckland with our local supplier, please complete the attached excel spreadsheet and return to us BEFORE 21ST JULY 2023 to [lisa.turner@breckland.gov.uk](mailto:lisa.turner@breckland.gov.uk)

For any questions, please contact [lisa.turner@breckland.gov.uk](mailto:lisa.turner@breckland.gov.uk) or [james.harding@breckland.gov.uk](mailto:james.harding@breckland.gov.uk)

300mm



# NO DOG FOULING

**It is an offence not to clean  
up after your dog**

**Maximum fine £1000**



Report offenders to Breckland Council:

[breckland.gov.uk/reportit](http://breckland.gov.uk/reportit)

01362 656870

In partnership with your local Town or Parish Council

400mm



300mm



# NO FLY-TIPPING OR LITTERING

Illegally discarding waste is an offence under the Environmental Protection Act 1990. Offenders may face a fine of up to £50,000 and/or a prison sentence.



Report offenders to Breckland Council:  
[breckland.gov.uk/reportit](http://breckland.gov.uk/reportit)  
01362 656870

In partnership with your local Town or Parish Council

400mm



13f)

**Anne Willett**

---

**From:** Michelle Barron  
**Sent:** 27 June 2023 12:50  
**To:** Anne Willett  
**Subject:** FW: Mobile Deployable Surveillance Cameras

**From:** Tudge, Ruth <Ruth.Tudge@breckland.gov.uk>  
**Sent:** 26 June 2023 16:08  
**Subject:** Mobile Deployable Surveillance Cameras

Dear Sirs/Madam

We are looking to reach out to all the town and parish councils regarding our new mobile deployable surveillance cameras that we hope to procure.

We are looking for places to trial the cameras, particularly in communities where there is a high level of fly-tipping and anti-social behaviour. We are looking for the town and parish councils to engage and let us know of any problem areas that they are aware of and to gain their permission to site the cameras in the relevant areas. There will be suitable signage to inform the public that surveillance is taking place in the area.

The cameras are high specification trail cameras with secure, encrypted SIM card storage. They would work on a motion detection basis followed by a short series of snapped images to assist with identifying potential offenders. We also believe that the presence of cameras, plus the signage will act as a significant deterrent to the issues.

Before installing any cameras we would look to contact the relevant town or parish council to let them know we would be placing the cameras if they would like us to.

We would welcome any questions that any council has regarding this project, please contact [lisa.turner@breckland.gov.uk](mailto:lisa.turner@breckland.gov.uk) or [james.harding@breckland.gov.uk](mailto:james.harding@breckland.gov.uk)

Thank you.

Lisa

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