



**Attleborough Town Council**

Historic Market Town in the Heart of Norfolk

## **ATTLEBOROUGH TOWN COUNCIL**

Town Hall, Queens Square, Attleborough, Norfolk, NR17 2AF  
Tel: 01953 456194 – Email: [enquiries@attleboroughtc.org.uk](mailto:enquiries@attleboroughtc.org.uk)

**You are summoned to an Extraordinary Meeting of Attleborough Town Council  
To be held on Tuesday 25<sup>th</sup> July at 6.30pm**

This meeting will be held at the Town Hall and a recording will be uploaded to YouTube  
(the YouTube link will be posted on [www.attleboroughtc.org.uk](http://www.attleboroughtc.org.uk))

Michelle Barron  
19<sup>th</sup> July 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 Apologies for Absence**

To receive and accept apologies for absence.

### **2 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.

### **3 Gold Standard Bus stop – for consideration and resolution.**

- To consider the latest information and correspondence received from Norfolk County Council regarding the progression of this scheme.

Expected Meeting Length is 45 minutes

## BSIP Gold Stop – Attleborough – Queens Square

Hi Michelle,

Apologies for the delayed response.

Thank you for providing some examples of the type of shelter the town council would like to see delivered at Queens Square. For information, this is known as a cantilever design.

Having considered the town council's request, I can confirm NCC are happy to fund the following components;

- Cantilever style bus shelter installed close to the bus stop boarding point
- Real-Time Information (RTI) display installed within the cantilever bus shelter.
- Cycle storage in an area suitable to potentially accommodate a future cycle hire bay.
- Supplementary bench seating for passengers waiting for the bus.

I appreciate there are elements missing from the town council's specification, however, each 'Gold' stop has a finite budget and NCC's offer above is aligned to the funds available. It is also viewed as the most suitable solution to meet the aims and objectives of the BSIP project.

Whilst I know there is affection for the current brick shelter, it is a town council asset/responsibility and funding a new shelter, at the boarding point, is seen as the priority over refurbishing an aging shelter. My RTI supplier have also confirmed that installing a heavy screen within a brick structure isn't advisable.

If the town council are happy to proceed with the proposal, the next step would be to choose a cantilever design that meets your requirements. Attached is an email containing the websites of the shelter supplier's appointment to NCC's framework contract and in which we can directly purchase. I would request that the town council choose a design from the various options and feedback to me their preference so that I can request a quotation and raise a purchase order.

If the town council feel there are none suitable, that's OK, however NCC would then ask that you source a design/supplier separately and request a quotation. In this instance, NCC would provide a grant for Attleborough town council to purchase the shelter directly.

Hopefully, this proposal meets the town council's approval so we can proceed in upgrading the facilities to the benefit of the town residents and visitors.

If you have any immediate question please let me know.

Kind regards

## **BSIP Gold Stop- Attleborough- Queens Square**

Good evening,

As an action from today's meeting, I was asked to provide websites for those bus shelter suppliers on the NCC framework contract.

These are listed below;

<https://www.aceshelters.co.uk/>

<https://www.trueformshelters.com/>

<https://www.macemainamstad.com/products/shelters>

<https://www.externiture.com/>

<https://www.bus-shelters.co.uk/> (timber only)

As stated, I recommend that the town council view the range of products contained within these websites and either choose a specific product they desire for Queens Square or a range of products that can be discussed and agreed at the next council meeting.

If the town council wish to share a single or multiple choice with me prior to the meeting for my feedback and I'm happy to do so.

Kind regards