



Attleborough Town Council

Historic Market Town in the Heart of Norfolk

**Minutes of the meeting of the Attleborough Town Council
Held on Monday 3rd July 2023 at 7.00 pm
Held at the Town Hall, Queens Square.**

Present:

Cllr E Tyrer - presiding

Cllr S Taylor Cllr V Dale Cllr P Leslie Cllr J Ellis Cllr P Wenham
Cllr D De Souza Cllr J Taylor Cllr S Fraser Cllr S Mackinnon
Cllr R Bond Cllr A Westby Cllr T Taylor

In attendance – Michelle Barron – Town Clerk

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

Public x 9

041.23) Welcome – Cllr Tyrer opened the meeting and welcomed everyone.

042.23) Apologies for absence –

Cllr Lane

Cllr T Ashby

043.23) Declarations of Interest

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

Cllr T Taylor – Item 13e & 13f

Cllr S Taylor – Item 13e & 13f

Cllr S Fraser – Item 13e & 13f

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

044.23) Public Participation –

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

045.23) Minutes of the Town Council meeting held on 12th June 2023

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

RESOLVED – to accept and approve the minutes of the Town Council meeting held on 12th June 2023.

ACTION: TOWN CLERK

046.23) Planning Matters

a) Planning Applications (Not due yet)

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 – No comments

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

No Comments

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 – All supportive.

Cllrs T Taylor & S Taylor abstained

ACTION: TOWN CLERK

047.23) Financial Matters

a) To authorise payments –

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

RESOLVED to accept and approve the following payment list dated July 2023

Total £11,225.82

b) To agree direct debits –

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

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

Total £27,63716

c) To receive Income –

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

RESOLVED to approve and accept the income list for June 2023

Total £2492.98

d) Petty cash – Noted for information

e) Income & Expenditure May 2023 – Noted for information but to provide a half yearly review.

ACTION: TOWN CLERK

048.23) Replacement Steel Tennis Court Net Quotations –

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

RESOLVED to accept and approve J B Corrie Fencing quotation for £3,950 (excl. VAT)

ACTION: TOWN CLERK

049.23) Dog Walk Fencing At London Road –

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

RESOLVED – to accept and approve both quotes from K Collins Groundworks.

ACTION: TOWN CLERK

050.23) Play Area Proposals –

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

RESOLVED – to take to next Environment meeting and then report back to ATC.

ACTION: TOWN CLERK

051.23) Gold Standard Bus Stop Queens Square –

A discussion took place where different opinions were considered

On the motion of Cllr T Taylor, seconded by Cllr Ellis, it was **RESOLVED** to replace the seating in the old brick-built bus shelter with new DDA compliant seating and to give it a full makeover, including real time information to meet gold standard and to add additional bike racks and covered canopied seating (not a closed in bus shelter) by the bay, again with real time information.

052.23) Councillors Reports –

- Cllr Mackinnon in a private capacity had recently needed the services of the Community Car scheme and praised all those involved.
- Cllr Bond reported recently donated money would be used for funding equipment for the temporary building and training paramedics.
- Cllr Westby had attended a recent East Harling Drainage Board meeting and reported they were keen to meet with ATC to discuss way forward especially regarding SUE.
- Dist. Cllr S Taylor had attended training at Breckland – Emergency Plan was excellent, Ashill was discussed and how they could have improved the situation. Training was vitally important and it was recommended all Cllrs take part in future training.

053.23) Correspondence

a) Request to purchase bench for Attleborough Cemetery –

On the motion of Cllr T Taylor, seconded by Cllr Dale, it was
RESOLVED – to approve providing a suitable location is found in the cemetery.

b) Road markings in Attleborough Town Centre -

On the motion of Cllr T Taylor, seconded by Cllr Leslie, it was
RESOLVED – to approve and support the request for better road markings in Attleborough Town Centre.

c) Memorial Bench Query – Gaymers Meadow –

On the motion of Cllr Leslie, seconded by Cllr Bond, it was
RESOLVED – to approve providing a suitable location is found at Gaymers Meadow.

d) Resident concerns regarding Grant Donation –

Cllr Tyrer did not think question relevant, it is up to their discretion how the money they have raised is spent. Correspondence sent to the Council anonymously would be added as an agenda item at the next ATC meeting.

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

e) Parish & Town Councils Signage –

On the motion of Cllr Leslie, seconded by Cllr Bond, it was
RESOLVED – to allow the Clerk at her discretion to spend money on signage

f) Mobile Deployable Surveillance Cameras –

On the motion of Cllr Leslie, seconded by Cllr Dale, it was
RESOLVED – to allow the Clerk at her discretion to identify areas with Breckland.

ACTION: TOWN CLERK

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

054.23) Public Participation (10 Minutes) –

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

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

Meeting closed 8.30pm

Public Participation 1st Session

- Staff budget was queried
- Money in budget showed expected new members of staff
- Staff budget queried on AGAR
- The difference due partly to not having a Clerk in place for nearly a year
- Resident thanked Cllrs Dale & Tyrer for agreeing to judge competition and there were plans for Halloween shop windows.
- Resident mentioned a Festival had been arranged by nearby towns but seemed Attleborough had been left out. After contacting Dist. Cllrs, he had received a detailed reply from Cllr Taila Taylor & Cllr Sam Taylor saying Thetford Council had contacted Breckland Council and he wondered if Attleborough could do the same next year to become involved.
- Cllr Tyrer willing to explore this and get involved in all aspects of the community.

Public Participation 2nd Session

- Regarding Bus stop this was voted on back in April to adopt Gold Standard, could the Clerk investigate the legality of tonight's resolution.
- It was queried if public had been consulted on bus stop
- Public had been consulted
- It was pointed out previous resolution regarding bust stop had been made in principle so its aims had been achieved.
- Resident queried there was missing information from meeting pack.
- Town Clerk stated this has been circulated for previous meeting but acknowledged It should have been circulated again.