



Attleborough Town Council

Historic Market Town in the Heart of Norfolk

**Minutes of the meeting of the Attleborough Town Council
Environment Committee
Held on Monday 16th October 2023 at 7.00 pm
Held at the Town Hall, Queens Square.**

Present:

Cllr T Taylor – presiding
In attendance – Sharon Smyth -Locum Town Clerk
Anne Willett – Town Clerk Assistant – Minute Taker
Cllr V Dale, Cllr S Mackinnon, Cllr A Westby, Cllr D DeSouza, Cllr J Taylor, Cllr R Bond,
Cllr P Wenham, Cllr S Taylor

Public x 1

046.23) Chairman Welcome – Cllr T Taylor opened the meeting and welcomed everyone

047.23 Apologies for absence –

Cllr Ellis
Cllr Tyrer

048.23) Declarations of Interest

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

049.23) Public Participation – None

050.23) Minutes of the Environment Committee 18th September 2023

On the motion of Cllr Mackinnon, seconded by Cllr J Taylor, it was
RESOLVED to approve the minutes of the meeting of the 18th September 2023.

051.23) Actions Arising From Outstanding Actions –

Min 012.21 Locations for cycle racks and picnic benches at Gaymers to be confirmed
On the motion of Cllr T Taylor, seconded by Cllr Wenham, it was
RESOLVED – to accept Senior Groundsman recommendations for 5 cycle racks to be installed
at the recommended location pending further investigation into ATFC lease
Min 026.21 Gravel & Board way Type 1 Confirm Location
As resolution already made leave for Senior Groundsman and Town Clerk to progress.

Min 037.21 Sensory Play Area -

a) More information needed to confirm Birch Drive

Need to look at Sensory Garden at Birch Drive as a separate project, make recommendations and discuss at the Shared Priorities meeting.

b) Request by resident to plant oak tree in memory of her late husband

After a brief discussion perhaps plant a Birch tree rather than an oak tree and either or as well as a bench with a plaque, Town Clerk to investigate and to respond to resident in the interim period.

Min 039.21 Recreation Ground – Seating and Shelter locations to be determined

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

RESOLVED – to install 3 picnic benches subject to consultation with neighbouring residents.

Min 040.21 Queens Road Allotment- Community allotment, remove cemetery spoil and relocate. Have further discussions with Senior Groundsman, Committee not keen on filling ditch with spoil

Min 041.21 Land at Blackthorn Road – Discuss at Shared Priorities meeting

Min 008.22 Jubilee Wood To Agree Survey Quotes –

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

RESOLVED – to accept and approve quotation from BB Surveys Ltd Topo £500 + VAT

Min 035.22 4 New Welcome/Gateway to Attleborough Signs

Town Clerk had provided a funding opportunity for 50% of cost, it was decided to look for previous design that was circulated to Cllrs and for Town Clerk to meet with Highways officer to explore sites and report back to Full Council.

Min 037.22 Railings Grounds Staff Spring 2024

The work to be completed in house when weather improves.

Min 050.22 Gaymers Wild Flowers –

Provide more wild flowers on the bottom field, Town Clerk seeking advice and Cllr Wenham will liaise with Town Clerk regarding testing the soil. Planting would probably take place in Spring.

Min 078.22 Close Cemetery Thieves Lane Headstones

Cllr Dale stated the headstones should be left where left are as they are quite safe. Town Clerk will ask Grounds staff to remove guttering that has been left there and any loose pieces of stones.

Min 102.22 London Road picnic benches x 2 delegate to Grounds staff

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

RESOLVED – to approve and delegate to Grounds staff

Min 110.22 Seating at Recreation Ground to install 3 accessible picnic benches & explore options for covered seating - See Min 039.21

Min 112.22 Bin Review

Replace bin Connaught Road. Ask Breckland to replace bin outside One Stop. Request for bin by school crossing before entrance to Academy. Request for bin in Rosecroft school playground. Seek land owner permission to Install additional bin Gaymers Road by Banham Poultry. Replace bin in Exchange Street near Estate Agent. Replace bin outside Old Post Office. To progress bin review Town Clerk will assess bins and explore the above and report back. Also confirm Serco are able to empty bins.

Min 122.22 Signs for Wheel Park & London Road Play Area

Town Clerk to establish when Wheel Park and London Road Play Area opened to enable wording. Require large bin at Wheel Park these need to be fixed similar to ones on Queens Square but larger. Confirm Serco will empty.

Min 016.23 Decoy Common –

Long standing request for fencing and hedgerows to make safer for dogs, this could be discussed at Shared Priorities Meeting as part of a larger project for next financial year.

Min 017.23 Cemetery Hedges

A previous decision taken to remove hedging around Ashes Garden had caused great distressed to a resident who visited the garden, due to his correspondence it was decided a consultation was needed. A notice would be posted to ask views of plot owners and once feedback had been received the outcome would be reported back to Council.

Min 019.23 Queens Square Cinema

This came forward from Attleborough Retail Group who made a recommendation to Breckland Council and ATC that each party part fund an outdoor cinema on Queens Square. Breckland 5 Market Towns were providing a big screen Attleborough and Dereham didn't get theirs due to transport break down. When ATC were asked to pay a contribution towards Cinema it became a non-starter and was deferred with no further progress being made and no contact was made with Retail Group again so Town Clerk would make contact with Attleborough Retail Group.

Min 021.23 Cinema for Youth Club & Provision for Youth Club storage + venue –

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

RESOLVED – to approve to facilitate a Cinema in the Town Hall purely for the Youth Club.

Storage + venue to be deferred until after meeting with Youth Club being held on Friday 20th October 2023.

Min 028.23 Benches at Old Post Office

Town Clerk had written to land owner and awaiting a response.

Min 029.23 Church Wall –

Cllr Westby had met with Breckland Tree Officer Mr Richard Fisher who was very helpful and advised not to remove tree and would need to make application to trim roots if Option 2 selected. Also advised to contact Conservation Officer.

Min 031.23 Fence at London Rd Dog Walking Area –

This would be completed during November 2023 when contractor available

052.23) Play Area Walk-Any Actions to be Discussed

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

RESOLVED – Play Area Walk-About any actions to be put on hold until Spring 2024

053.23) S106 Oaktree Park Money – Option 1 Lomond Pay Area – Full delegated powers to Environment

Members discussed the type of equipment needed, including accessible and sensory, equipment offering a challenge, trim trail, traditional swings, slide, but more imaginative play equipment i.e. wooden maze. Better signage needed and move shrubs outside of play area to open and brighten it up. S106 deadline is January 2024, the Town Clerk will start the application based on the information and feedback above.

054.23) Banham Poultry Update – No comments and noted for information

055.23 Correspondence

a) Grosvenor Park Allotments, London Road

On existing allotment sites No dogs are allowed (except assistance dogs). At a previous Council meeting it had been resolved to display signs at Queens Road allotments No Dogs Allowed as plot holders had complained dogs were causing a nuisance. It was agreed by members to keep the no dogs allowed rule.

054.23) Offer to Purchase Land on St Edmunds Close, Attleborough

Once solicitors have been instructed to deal with the transfer then councillors will be able to see a draft version of the transfer documents and the wording so they can give their comments.

055.23) Second Public Participation (10 Minutes)

- Resident asked what Shared Priorities is?
- Cllr T Taylor replied following the appointment of Megan Free there was a desire to get the Town Councils priorities, so the way in which to do that was a workshop with Councillors so all had opportunity to feed in and discuss what they may be. It is not a decision-making forum it is just a discussion around what Breckland priorities are and what the Town Council priorities are which have already been outlined in ANP. Anything that arises from that to be fed back to Full Council and Environment.
- Any update on Bus Shelter
- This is for Norfolk County Council to implement, original date given for installation was September we are now in October so Town Clerk will chase.

056.23) Items for the next Agenda

To keep working on actions not previously carried out

Meeting Closed 8.25pm