



You are summoned to the Meeting of Attleborough Town Council
Environment Committee

To be held on Monday 18th March 2024 at 7.00pm

This Meeting will be held at the Town Hall

Cllr J Taylor, Cllr D DeSouza, Cllr R Bond, Cllr P Wenham, Cllr S Taylor, Cllr T Taylor,
Cllr A Westby, Cllr V Dale, Cllr S Mackinnon

Sharon Smyth

13th March 2024

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 Welcome and Housekeeping

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 First Public Participation (10 Minutes)

5 Minutes of the Environment Committee 19th February 2024 - for acceptance and approval

6 Wheel Park Fencing/ Auto Lock Mechanism & CCTV Quotations - for consideration and resolution

7 Town Hall Motion Sensor Lighting & Intercom System – for consideration and resolution

8 Correspondence - for consideration and resolution

a) Volunteer Days Request

9 Open Spaces

- Jubilee Wood Update
- Land at St Edmunds Close development opportunities
- Blackthorn Road development opportunities
- Plans for Consultation

10 Update on MUGA floodlighting, Recreation Ground –
for consideration and resolution

11 Existing Cemetery Queens Road, proposal for planting in oldest section - for consideration and resolution

ATC Environment Committee meeting (18th March 2024)

12 Second Public Participation (10 Minutes)

13 Items for the next Agenda

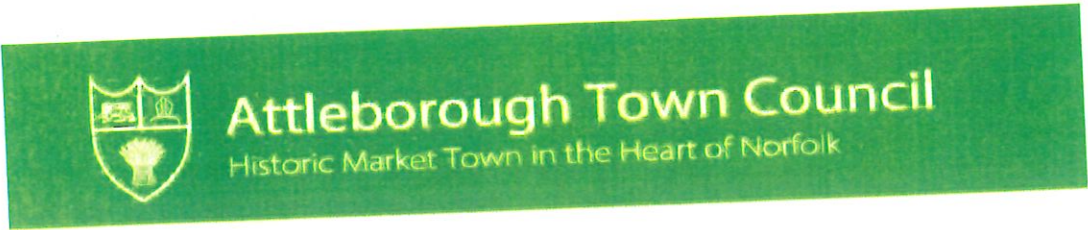
14 Exclusion of Press & Public

Meeting closed to the press and public due to the nature of the business to be discussed as commercially sensitive. (Public Bodies Admission Act 1960)

15 To Consider a Proposal for the Recreation Ground – for consideration and resolution

Expected Meeting Length 1 hour

5)



**Minutes of the meeting of the Attleborough Town Council
Environment Committee
Held on Monday 19th February 2024 at 7.00 pm
Held at the Town Hall, Queens Square.**

Present:

Cllr T Taylor – presiding
Cllr A Westby, Cllr P Wenham, Cllr S Taylor, Cllr Mackinnon, Cllr Dale,
In attendance – Sharon Smyth - Town Clerk
Anne Willett – Town Clerk Assistant – Minute Taker
Public x 3

088.23) Chairman Welcome – Cllr T Taylor welcomed everyone to the meeting and apologised for starting a few minutes late.

089.23 Apologies for absence –
Cllr De Souza, Cllr J Taylor, Cllr Bond

090.23) 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

091.23) Public Participation –

- A resident living on Mill Lane, Attleborough who had been flooded last October gave her account of the horrendous day they had endured on Sunday trying to clear culverts to avert flooding and spending twelve hours in waders. The resident thanked ATC for their support especially Cllr T Taylor, Cllr S Taylor and Cllr Fraser who had been amazing. Residents are very concerned about keeping the momentum going, there has been a proposed grill which we are concerned about and people are suffering with their mental health. We have to get a solution in place where the water is collected and then slowly released back down the culvert in a controlled manner.
- Cllr T Taylor had spoken to George Freeman's office regarding the flooding and numerous burst pipes across the town, trash screen and culvert but more importantly the attenuation tanks upstream need accelerating. We can make representation to third parties and there are talks about making flood plains further down. Cllr S Taylor stated the new trash screen design would be inadequate and what would be helpful is to explore installing lighting to be able to monitor water levels, Cllr T Taylor and Town Clerk to carry out a site visit, look into ATC funding and arrange an EGM.

- Resident who lives in Leys Lane off Slough Lane yesterday morning a surge of water probably 15-20 feet wide coming down middle of Becker's horse field running down to bottom into the road and round corner into Leys Lane and fills the culvert in Becker's field. It was immense and at the top of Slough Lane the water was coming down the field and by pumping station all the surface was flooded trying to find its way into the first house on the opposite side they had sandbags out. The drains haven't been emptied for many years. Also, nearby houses that have been built the water run off floods the field completely.
- Cllr T Taylor suggested Town Clerk makes representations to NCC engineers for a site meeting.

092.23) Minutes of the Environment Committee 18th December 2023

On the motion of Cllr Dale, seconded by Cllr Wenham, it was
RESOLVED to approve the minutes of the meeting of the 18th December 2023.
ACTION: CLERK

093.23) Actions Arising From Outstanding Actions – Complaint regarding use of Wheel Park after 9pm.

Quotations to install higher fencing and auto lock mechanism for gates at Wheel Park. Cllr T Taylor explained this had been raised by resident who had ongoing issues, there have been two meetings, first with enforcement officer, then follow up meeting at Town Hall. It has become apparent within the permitted development, the planning conditions no longer applied but this wasn't passed on by previous administration. We are no longer forced to act it is whether we chose to find an amicable solution. We have explored higher fencing, automatic locks, better signage and CCTV. Cllr S Taylor queried why when the CCTV was purchased greater consideration was not given to Infra-red lighting and when one light would have been sufficient. It was decided no decision to be made tonight as final figures not to hand and other residents in the area to be consulted.

ACTION: CLERK

094.23) Correspondence –

a) Request from Athletics Club

On the motion of Cllr T Taylor, seconded by Cllr Dale, it was
RESOLVED – to allow container to be positioned sited for two years and to be reviewed at that point, removal of container to be paid for by Athletics Club.

095.23) Town Hall Accessibility -

Town Clerk gave an update still obtaining quotes for front door bell/intercom and motion sensory lighting. Estimates for platform lift £40,000 to £50,000 and £8,000 for stairlift. Contacted Historic Buildings officer regarding any refurbishment or decorating front of Town Hall. Looking at fire safety procedures and will be contacting Fire Officer again with any questions. Cllr S Taylor pointed out there is no emergency pull cord in disabled toilet Town Clerk confirmed this would be rectified. At a previous event a wheelchair user could not gain access through door so attempted to gain entrance via rear fire doors but lane so uneven was not possible. Town Clerk to obtain costs for a path at rear of Town Hall. Cllr S Taylor suggested identifying the Town Hall as a project and ask Megan Free for help and apply for funding.

096.23) Open Spaces

- Jubilee Wood Update
There had been a site visit on 20th January 2024 and an Open Spaces Work Shop on 22nd January 2024.

Councillor points at site meetings:

Birch Drive 11am

A place to quietly reflect

Shrubs to be planted, re-planted and retained – lavender, rosemary, winter flowering. Any plants that are fragrant and visually stimulating. Entry for dogs at the site should be permitted. Bins to be relocated towards the entrance gate to allow rubbish to be put in on exit. A small oak tree in the spare area. There is a past report in existence already to refer to. Paths for mobility scooters, wheelchairs. Possible concrete pad at front of site. Chess tables for recreation favoured.

Blackthorn Rd 11.30am

The orchard grant funding is secured. The orchard will make for a more interesting walk. Picnic benches and more bins are needed – but in strategic places. Dog bin is needed at the orchard end. A rewilded area at the orchard end to include hedgehog/insect hotels (behind existing hedgerows also. More bird boxes on the existing trees. (40 trees already on site). Created paths would be beneficial for better access. Trods or tarmac. £73K of S106 for development and maintenance is available. Possible District Member funding of £150,000 is still unclaimed.

St Edmunds Close 12pm

The site is very small and so options are fairly limited. Possible site for two affordable houses. Built by ATC for rent or sale. Possible site for an accessible allotment. Rent or sale of housing would bring in investment for other sites. Acknowledged that the overage agreed of one third would be taken by Breckland.

Cllr Wenham suggested a second gate at Birch Drive and edging to beds.

- Decoy Common Update on progress – Already engaged with Norfolk Wildlife Trust Officer, conscious of fencing and looking to progress this.
- Land at St Edmunds Close possible development opportunities – covered in Workshop
- Blackthorn Road possible development opportunities – covered in Workshop
- Birch Drive Update on progress – covered in Workshop

097.23) Clerks Update with Athletics Club Regarding Line Marker

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

RESOLVED – to approve the purchase a line marking machine

ACTION: CLERK

098.23) To Consider Two New Chain Saws

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

RESOLVED – to purchase one 18" chainsaw & one 14" chainsaw from Thurlow Nunn

ACTION: CLERK

099.23) London Road Dog Area Fencing Quotations

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

RESOLVED – to accept G & G Fencing quote for Weld Mesh fencing total £2365.00 + VAT

ACTION: CLERK

100.23) Second Public Participation (10 Minutes) - None

101.23) Items for the next Agenda

Wheel Park

Town Clerk said she would like to give a quarterly report for an Allotments update and informed members there were 2 plots at Grosvenor Park that were not able to be let due to being waterlogged, another plot was left in an unfit state but a tenant has agreed to take it on. A plot at Chapel Road again left in a bad state but now allocated to a lady who is very willing. Splitting the allotment plots into two has proved very successful and has helped bring the waiting list down to 12 people.

Cllr S Taylor, Cllr T Taylor and Senior Groundsman had met at Grosvenor Park to discuss the flooding that had occurred which had also affected nearby fields. Housing were being built nearby and the builders had filled in a ditch which may have caused the flooding as prior to the houses being built there was no flooding. Photographs were taken and are going to be submitted.

Meeting Closed 8.15pm

8 a)

Volunteer Days

Hi there,

I am currently looking into local charities that our firm would like to volunteer our time to, it has been suggested that we might be able to litter pick around Attleborough town and I wondered whether that would be something you would need to approve before we did so.

Also, do you have any local charities that you think might appreciate having some time volunteered to?

Many thanks

Accounts and Tax Assistant



10)



QUOTE

Attleborough Town Council

Date
5 Feb 2024

Expiry
6 Mar 2024

Quote Number
QU-0737

Reference
24-100

VAT Number
394 2401 00

Electric11 LTD
150 Ollands Road
Attleborough
NR17 2JG
07584316894
kriselectric11@gmail.com

Item	Description	Quantity	Unit Price	VAT	Amount GBP
	"Supply and install 2 x Street light columns adjacent to basket ball court, Each street light will have 2 x floodlights facing away from houses. All to be fed from pavilion children's nursery, We will install a separate meter in nursery, a time switch & a dusk till dawn sensor) so the lights come on at dusk and go off at a predetermined time (example 9pm) Quotation includes all excavation and reinstatement works. Materials £2894.43 OH&P @10% £289.45 Labour £2100"	1.00	5,283.88	20%	5,283.88
				Subtotal	5,283.88
				TOTAL VAT 20%	1,056.78
				TOTAL GBP	6,340.66

Terms

Hourly Rate Work

Where your quote itemises hourly rate work for items such as fault finding, we will charge the amount of time spent by us carrying out work including all reasonable time incurred collecting non-van stocked materials, Materials obtained and supplied by us incur a +20% markup.

Fixed Price Work

The expected costs listed within this estimate or quotation are given inclusive of labour & materials, This is based on the scope written within the quotation. If you request additional works outside of those listed, they will be subject to

Supply and install 2 x Street light columns adjacent to basket ball court,
Each street light will have 1 x floodlights facing away from houses.
All to be fed from pavilion children's nursery,
We will install a separate meter in nursery, a time switch & a dusk till dawn sensor) so the lights come on at dusk and go off at a predetermined time (example 9pm)
Quotation includes all excavation and reinstatement works.

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Created: Tue 30 Jan 12:28 2024

(2)



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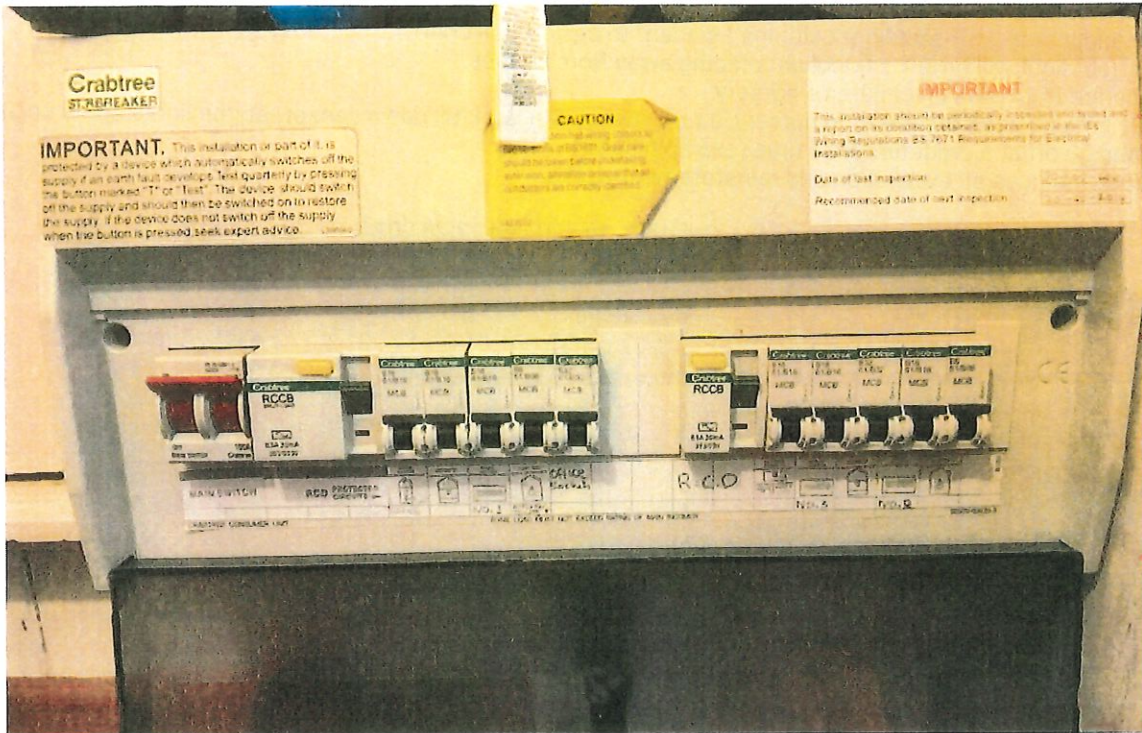
Created: Tue 30 Jan 12:29 2024



Contact: Kris Abraham
 Company: Electric11 Ltd
 Phone: 07584316894
 Email: kriselectric11@gmail.com

Created: Tue 30 Jan 12:28 2024
 Location: Council
 Title: Mugger Lights
 No. Items: 4

(3)



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