



**Minutes of the meeting of the Attleborough Town Council Extra-ordinary meeting.
Held on Monday 11th March 2024 at 6pm
Held at the Town Hall, Queens Square.**

Present:

Cllr Tyrer - presiding
Cllr S Taylor Cllr J Taylor Cllr S Fraser Cllr P Wenham
Cllr A Reynolds Cllr V Dale Cllr T Taylor
In attendance – Sharon Smyth – Locum Town Clerk
Anne Willett – Clerks Assistant- Minute Taker

Cllr Tyrer opens the meeting and welcomes everyone.

25.23) Apologies for absence –

Cllr Bond, Cllr Ashby, Cllr Mackinnon, Cllr De Souza

26.23) 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 –
Cllr S Fraser – Item 7

27.23) Public Participation – None present

28.23) Neighbourhood Plan

After a discussion by Cllrs

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

RESOLVED - to accept ANP Review Brief and put out to Tender with the amendments that the Working Group does not include the ADP but liaise with them, accordingly, works to be completed within a time frame agreed by ATC and the Consultant and to amend “The existing ANP was adopted in 2017 and runs until 2036”

ACTION: TOWN CLERK

29.23) New Cemetery Land

Cllrs discussed the urgent need for new Cemetery Land

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

RESOLVED - to accept the brief and put out to Tender with the amendment to membership not to include the ADP but liaise with them accordingly and for the Working Group to feed back to the Planning Committee. It was agreed that once land has been achieved the management would come under Environment Committee.

ACTION: TOWN CLERK

30.23) Church Wall Options

The Clerk informed members that quotes would need to be obtained for the proposed Church wall options

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

RESOLVED – to defer item to ATC meeting being held on 8th April 2024.

Cllr Fraser leaves the meeting

31.23) Caretaker Role

The Clerk explained the need for transparency and recapped to members the urgent need for a second Caretaker to assist the existing Caretaker. The role had been advertised twice but had received no applicants, the role was then put out to Tender for a Sub-Contractor, there were four expressions of interest received but after the scope was sent out, only one proposal was received. Cllrs discussed the need to fill the role but also discussed the legalities where a Member could not be employed by the Town Council and confirmed that as this does not constitute employment it is above board and legal, as well as discussing the other benefits of a Sub-Contractor would be greater flexibility, a three-month rolling contract with no payment contributions to Pension or PAYE. Cllr S Taylor stated that she would be abstaining from the vote.

On the motion of Cllr J Taylor, seconded by Cllr Wenham, it was,

RESOLVED – to appoint S F Services as Sub-Contractor for Caretaker Role on a three-month rolling contract.

ACTION: TOWN CLERK

Cllr S Taylor abstained

Cllr Fraser returns to meeting

32.23) To Approve Payment of Invoice

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

RESOLVED – to approve payment of invoice to Tecplicity for £988.99

33.23) Book Sale – Volunteers

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

RESOLVED – to agree to find volunteers for Thursday 11th April to Sunday 14th April 2024.

Members here present tonight have committed to volunteering. Cllr S Taylor suggested producing a schedule.

ACTION: TOWN CLERK/ET/SM

34.23) ALMK Temporary Agreement

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

RESOLVED – to amend agreement to state up to two years with a review after eighteen months.

ACTION: TOWN CLERK

35.23) Public Participation – None present

36.23) Exclusion of Press & Public

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

RESOLVED – to exclude the press & public

37.23 To Consider Matters Relating to Scouts Lease

Cllrs discussed the urgent need for the Scouts Lease to be finalised as the Town Council was unable to charge rent and the Scouts were unable to apply for funding due to not having a valid lease. The driveway down to the Recreation Ground is in an unbelievably bad state with large potholes.

On the motion of Cllr Tyrer, Seconded by Cllr T Taylor, it was,

RESOLVED – the Clerk appoints a solicitor and engage with Scouts to review the lease and report back with the lease to ATC for approval. Also seek quotes to tarmac driveway and mark out parking bays.

Meeting closed 6.55pm