

Clerks Report – June 2024

Open Spaces Workshop

The workshop was held for Councillors to be able to discuss the results of the Open Spaces consultation. The outcomes were laid out by the Open Spaces Committee on 17th June and minuted. The Clerk will now arrange implementation.

Town Hall improvements

The Order for the decoration of the Town Hall front and back has now been placed. The carpet for the chambers is on order but Councillors may need to select a wood shade for the dance floor. The carpet will be laid after the doors are made wider. One last kitchen quote is due in, and the three quotes will be put to the General Purposes and Finance (GP&F) Committee. Unauthorized parking at the rear of the Town Hall has been causing issues and solutions will be discussed at GP&F on 15th July. The Clerk will be seeking authority for new chamber/bar side lights plus a new PA sound system as well as a better microphone system.

Town Hall Health and Safety

The new fire doors to the Chambers and kitchen are in place and look much better. Milne Safety have visited and looked over the Council Fire Safety procedures. David Field commented that he is pleased to see the procedures are receiving more scrutiny and updates such as new emergency lighting, door closers and updated fire extinguisher/first aid training for all staff is being carried out.

Town Council maintenance

The two benches taken out for refurbishment at the Old Post Office have now been put back into place. The comments about them are positive.

The Grounds Team have taken delivery of a second maintenance vehicle which will enable them to work smarter and faster. There will be updates to the CCTV system at the compound to add even better security to the area.

A complaint has been received about how the grave spaces are maintained by ride-on mowers. This can be fully discussed at the Open Spaces Committee.

Public Toilets

The new sub-contractor caretaker has managed to get the pressure washer for the public toilets back in action. He has adjusted the timings so they now close at 6pm as opposed to 4pm. The toilets are still subject to vandalism when open and some of the damage has been extremely unpleasant and unsanitary.

New Website for the Town Council

The new-style website went live on Wednesday 5th June. The website has been received well so far but any new posts, pages, categories can still be added if anyone has any suggestions.

Benches and Bins in the town

The Mayor, Clerk and Cllr Fraser conducted a review of the bins in the town. It is hoped that any gaps in provision can be addressed. Some bins in dire need of replacing will also be addressed.

There is to be a report issued on bench provision for two of the longer roads in Attleborough – London Road (7 possible locations) and Norwich Road (4 possible locations).

Speed Awareness Messaging signs (SAM2)

The Clerk will be meeting with the Highways Officer on Friday 28th June to ensure the full provision of agreed locations are served by the SAM2 signs. The locations are currently: London Road, Hargham Road, Buckenham Road with scope for other locations to be agreed with the Officer.

Work Experience

Our work experience volunteer will be joining our full council meeting.