



Attleborough Town Council

Historic Market Town in the Heart of Norfolk

You are summoned to the Meeting of Attleborough Town Council

To be held on Monday 3rd June 2024 at 7.00pm

This meeting will be held at the Town Hall and recorded.

(the YouTube video will be posted on www.attleboroughtc.org.uk) and is opened to the public

Sharon Smyth

29th May 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

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 Councillor Vacancy for Co-Option – for consideration and resolution

5 Public Participation (10 Minutes)

6 Minutes of the Town Council Annual meeting held on 13th May 2024 – for acceptance and approval

7 Financial Matters

- a) To authorise payments – for acceptance and approval
- b) To agree direct debits – for acceptance and approval
- c) To receive Income – for acceptance and approval
- d) Petty cash – for information
- e) Revision of Grants Budget – for consideration and resolution
- f) Virements to Earmarked Reserves – for acceptance and approval

8 Conclusion of Financial Year 2023-24

- a) Internal Audit Report for the year ended 31 March 2024 – for acceptance and approval
- b) End of year financial reports 31 March 2024 – for acceptance and approval
- c) Completion of Annual Return 31 March 2024 – for resolution
 - Section 1 – Annual Governance Statement for Attleborough Town Council
 - Section 2 – Accounting Statements for Attleborough Town Council

9 **Councillors Reports**

Town, District and County Councillors can give a brief report on relevant information

10 **Clerks Report** – for information

11 **Scheme of Delegation to Consider for Attleborough Town Council** –
for consideration and resolution

12 **Breckland Electoral Review** - for consideration and resolution

13 **Public Participation (10 minutes)**

14 **Items for next Agenda**

15 **Exclusion of Press & Public**

To pass a resolution excluding the press and public from the meeting given the sensitive nature of the Business to be discussed.

16 **A Matter Relating to Youth Provision in Attleborough** - for consideration and resolution

Expected Meeting Length is 2 Hours