



Minutes of the meeting of the Attleborough Town Council
Planning & Highways Committee
held on Monday 20th May 2024 at 6.30pm
Held at the Town Hall, Queens Square.

Present:

Cllr A Westby – Presiding
Cllr Dale, Cllr Tyrer, Cllr Thwaites, Cllr T Taylor
Sharon Smyth – Town Clerk
Anne Willett – Clerks Assistant (minute taker)

13.2024) To Elect a Committee Chairman

On the motion of Cllr Dale, seconded by Cllr Thwaites, it was
RESOLVED – to elect Cllr Westby as Committee Chairman.

14.2024) To Elect a Committee Vice Chairman

On the motion of Cllr Westby, seconded by Cllr Dale, it was
RESOLVED – to elect Cllr Tyrer as Committee Vice Chairman.

15.2024) Welcome by Chairman – Cllr Westby welcomes everyone to the meeting.

16.2024) Apologies for Absence – Cllr Reynolds

17.2024) 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) – None received.
- b) To receive and consider dispensations in respect of Disclosable Pecuniary Interests.
None received.

18.2024) First Public Participation (10 Minutes) – None present

19.2024) Minutes of the Planning & Highways Committee 13th May 2024

On the motion of Cllr Dale, seconded by Cllr Tyrer, it was.

RESOLVED – to accept and approve the minutes of the Planning & Highways Committee held on 13th May 2024.

ACTION: CLERK

20.2024) Planning Matters

- a) Planning Applications (Not due yet)

3PL/2024/0379/Hou–ATTLEBOROUGH:15 Worcester Way – Rear/Side Single Story Extension – No comments

3PL/2024/0413/VAR – ATTLEBOROUGH: Land North of Blackthorn Road– Variation of Condition 13 (Acoustic Fencing) of planning permission reference 3PL/2019/0717/O [allowed under appeal ref: APP/F2605/W/20/3262400] - No comments.

ACTION: CLERK

21.2024) Neighbourhood Plan Update

The Town Clerk informed members she had attended a meeting with Collective Community Planning a brief resume had been set out recommending a Steering Group is formed with 8-10 members and to approach various parties in the community, Health, Business, Transport, Housing, Environment and Education. We need to advertise the ANP review, set your Terms of Reference, set dates for Project Plan with a timetable and within that to review the effectiveness of the NP. The Clerk suggested she formulate a list for members approval.

ACTION: CLERK

22.2024) Cemetery Land –

The Clerk informed members CDS had been engaged and a meeting with them would be arranged with Cllrs Tyrer, Dale and T Taylor attending also.

ACTION: CLERK

23.2024) Car Parking

Cllr T Taylor explained to members there would need to be further discussions with Breckland Council. All car parking spaces including private spaces needed to be investigated which would provide data which could then be used to provide a strategy going forwards.

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

RESOLVED - The Clerk would engage Megan Free as the first point of call and include officers

ACTION: CLERK

24.2024) Feedback Community Speed Watch

The Clerk had tried to find out information from the Co-Ordinator, but nothing had been heard from them since September 2023 the Clerk would keep trying to find out why they are not in operation.

ACTION: CLERK

25.2024) Digital Notice Boards

The Clerk asked members what they would like to see advertised as we would be able to use 5% of the board. Cllr T Taylor suggested advertising our Council meetings and agendas, consultations, ANP and promote our Grounds Team what they are doing in the Town.

26.2024) Benches Request for Norwich Road – Deferred to the next meeting

27.2024) Second Public Participation (10 Minutes) – None present

28.2024) Items for the next Agenda

Norwich Road Benches

Meeting closed 7pm