



ATTLEBOROUGH TOWN COUNCIL

Town Hall, Queens Square, Attleborough, Norfolk, NR17 2AF
Tel: 01953 456194 - email:enquiries@attleboroughtc.org.uk

**You are hereby summoned to attend the Meeting of
Attleborough Town Council
On Monday, 7 September 2015 at 7.00pm in the Town Hall**

Gina Lopes
2 September 2015

Clerk to Attleborough Town Council

AGENDA

To transact the undermentioned business; to receive the following reports and to make such orders or give such directions as necessary:-

1) Apologies for absence

To receive and accept apologies for absence

2) 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.

3) Public Participation

To agree a resolution that the meeting be adjourned to allow the public to speak (This includes matters on the agenda. Maximum 10 minutes in duration)

4a) Minutes of the Town Council meeting held on 3 August 2015 – for acceptance and approval

4b) Minutes of the Planning & Highways Committee meetings held on 3 and 17 August 2015 – for acceptance and approval

4c) Minutes of the meeting of the Environment Committee held on Monday, 20 July 2015 – for acceptance and approval

5) Councillors Reports

To receive verbal reports for any items not on the agenda

a) Resignation of Cllr Heginbotham – for information

6) Other Reports

To receive reports from:

- a) **The Chairman** - Refer to tabled diary list – for information only
- b) **County and District Councillors** - for information only
- c) **Other representatives & Town Affairs** - for information only
- d) **Clerk's report** – for information only

7) Financial Matters

- a) **To authorise the payment of cheques** (see tabled list)
- b) **To agree direct debits** (see tabled list)
- c) **To receive Income** (see tabled list)
- d) **External auditor's report 2014/15** – for consideration
- e) **Income & Expenditure Report to 31 July 2015** – for information
- f) **Quote for refurbishment of Town sign** – for consideration
- g) **Quotes for fixings for posts in Queen's Square** – for consideration
- h) **Broken windows/insurance – ATFC** – for consideration

8) Attleborough Neighbourhood Plan

- a) **To receive an update on progress** – for information

9) Correspondence

- a) **Litter concerns - ATFC** – for response
- b) **Italian Market request** – for response
- c) **Anti-social behaviour in Lomond Road** – for response

10) Date of next Meeting

Monday, 5 October 2015

11) Exclusion of Press and Public

To pass a resolution excluding the press and public from the meeting under the Local Government Act 1972 (section 100 (A) (4) given the sensitive nature of the business to be discussed.

12) Staff Matters

- a) **Grounds holiday cover and hours** – for consideration
- b) **Grounds Apprenticeships** – for consideration