

Minutes of the meeting of WATTON TOWN COUNCIL held on

Tuesday March 27th 2018 at 7.00pm

at Wayland Hall, Middle Street, Watton, Norfolk IP25 6AG in the Council Chamber

Councillors Present: Stan Hebborn Chairman, Beryl Bunning, Peter Bishop, Daniel Fishlock, Jane Fountain, Keith Gilbert, Sue Hebborn, Margaret Holmes, Tina Kiddell, Kathryn Stallard, Jake Tinsley, Pat Warwick.

Officers Present: Jane Scarrott Town Clerk, Michelle Craigie Deputy Clerk

Also present: County Councillor/District Councillor Claire Bowes, District Councillor Michael Wassell and 4 members of the public.

1. APOLOGIES FOR ABSENCE RECEIVED

Gavin Maby, Alysha Houlder-Moat and Maureen Roy.

2. DECLARATIONS OF INTERESTS MADE

Margaret Holmes declared an interest in item 6.4 as a Trustee to charities in the town.

3. CONFIRMATION OF MINUTES 13.03.18

The minutes of the meeting held on March 13th 2018 were agreed as a true record of the meeting and were signed by the Chairman.

4. REPORTS

4.1 Chairman's Report

A copy of the written report presented is filed. Verbal update given:

- The Chairman attended the opening of the Museum for Watton. It was noted that the group has performed an excellent job to establish a museum in the town.
- 22.03.18 Chaired the Swaffham and Watton Partnership Meeting held at Watton.
- 26.03.18 Attended the Wayland Partnership Meeting.

A request has been made by Watton Twinning Association for use of the Council Chamber on the afternoon and evening of Sunday May 20th to host a welcome party for twinningers from Weeze. The Town Council has been asked to provide tea and biscuits at 2.00pm before the visitors' tour the museum at 3.00pm.

All were in favour of supporting this request and it will be an agenda item for the next Town Council meeting to consider a gift for the Weeze visitors.

Beryl Bunning and Keith Gilbert declared a personal interest in this item as both are members of the Watton Twinning Association.

4.2 Vice-Councillors Report

Vice-Councillor report presented is filed.

The Vice-Chairman gave an update on the proposal that in conjunction with Swaffham and as part of the Breckland Market Town Initiative the Town Council might consider a match funding contribution to provide pop up market stalls which could be used should the market be extended into Middle Street. This will be an agenda item for the next Town Council meeting when Councillors have digested the information so far provided. Decisions will need to be taken regarding the possible re-location of the market and how any match funding for this project will be found.

4.3 County Councillors Report

Written report submitted and a copy filed.

Councillor Claire Bowes will check whether the requested re-marking of the right turn arrow at the Norwich Road crossroads is to be undertaken as other road markings within the town have recently been re-painted.

4.4 District Councillors Report

Verbal report given by District Councillor Michael Wassell (written copy filed).

4.5 Police Report

No report submitted. A request will be made to the Police to provide a written report for Council meetings.

4.6 Clerk's Report

Notice of meeting to be held on Thursday 29th at 3.00pm at the Youth & Community Centre given to Councillors as Trustees of the Charlotte Harvey Trust.

5. PUBLIC PARTICIPATION (moved to follow item 8)

Members of the public present spoke of matters relating to the Cemetery.

6. FINANCES

6.1 The payments for March 2018 were approved for payment as presented.

6.2 Grant application from Breckland Harmony

It was suggested Breckland Harmony submit a revised grant application which the Town Council would look on favourably.

6.3 Grant application from Wayland Partnership Memory Café

All were in favour of granting £500 to the Memory Café as requested.

6.4 Three quotes having been received and considered it was agreed to engage Community Action Norfolk to provide training for Charity Trustees.

Stan and Sue Hebborn declared a personal interest in this item and left the meeting for the duration of item 6.4.

7. REPORT FROM FINANCE COMMITTEE

Written report presented is filed.

The following recommendation was agreed:

The Finance Committee considered the Ground maintenance Contract specification. The Finance Committee recommends that further consideration is needed of the whole maintenance contract. There are concerns that the specification may no longer be sufficient to meet the needs of the town particularly in relation to the cemetery. The Finance Committee also recommends that as a matter of urgency the Town Council refers the review of the specifications necessary for the maintenance of the cemetery to the Cemetery Working Party so that all Councillors may be better advised when tendering for a new contract.

8. STATEMENT FROM CEMETERY WORKING GROUP

A verbal statement regarding the Cemetery was given and copies will be made available.

Discussion took place regarding the current Council stance not to look for burial land once the present Cemetery is full. This decision was made nearly six months ago and it is likely that the matter will be an agenda item again at the next Full Council meeting.

The decision not to look for future burial land was made following advice in the report commissioned from Cemetery Development Services which indicated a lack of suitable sites within Watton.

Allotment land adjacent to the current Cemetery is considered unavailable as an extension to the Cemetery as there is a covenant attached to the site stipulating it can only be used as allotment land.

Members of the public were invited to speak on matters relating to the Cemetery until a proposal to move to other business was made.

A member of the public suggested that Charities within the town could possibly look to Tesco for sponsorship.

The Chairman read out letters received relating to the Cemetery but stated that it will be future practise not to read out letters at meetings. All correspondence is available to be seen. All agreed future correspondence will be listed in the Clerk's Report.

9. HIGHWAY ENTRANCE GATES

County Councillor Claire Bowes has offered through County Council funding to support the installation of entrance gates along the Thetford Road into Watton if the gates themselves are provided by the Town Council. The Town Council was willing to do this if the gates could be made locally. However, a recent change of policy by Highways now means the gates must be made from plastic rather than wood and thus need to be professionally supplied.

The decision was made for the Town Council not to proceed with the purchase of entrance gates (2 against and 2 abstentions).

10. TREE REPORT

It was suggested that work identified on the recently commissioned report of trees managed by the Town Council could be considered as part of the general grounds maintenance contract when it is reviewed. This will be a matter for a future agenda.

11. BRECKLAND PRESENCE OFFICES

Breckland Council has made the decision to withdraw its presence offices from the market towns and thus the public will only be able to visit either the Thetford or Dereham Offices. It was noted the bus service to Thetford has been withdrawn and thus there are continued growing issues regarding transport from Watton.

County Councillor Claire Bowes was asked to campaign for the provision of adequate bus routes from Watton to Dereham as the withdrawal of Breckland presence offices and the re-organisation of services is thought likely to result in difficulties for disadvantaged and vulnerable residents in particular to be able to meet with Breckland personnel should they wish to.

Through contacts made at the Swaffham and Watton Partnership Meetings negotiation has been taking place regarding how Breckland might continue to provide a presence in the market towns and discussion will continue.

12. REGISTRATION OF WAYLAND HALL

Report compiled by Cllr. Jane Fountain was presented to Councillors prior to the meeting. Copy filed.

It was agreed a conference call will be arranged with the solicitors dealing with the registration of Wayland Hall regarding how to progress this matter.

13. FILMING OF MEETINGS

Guidance on the filming of Council meetings as issued by Breckland Council was accepted by all. The IT Working Group will report regarding the possibilities of the Council filming meetings so an official record of meetings can be made available.

14. PLANNING: To consider planning applications received for consultation

14.1 3PL/2018/0098/F Erection of Summer House for Beauty Business Use (retrospective) – Paddock Close, Watton

Disapproval will be lodged as this is a retrospective application.

14.2 3PL/2018/0087/F InstaVolt is proposing to install two rapid electric vehicle charging stations within the grounds of Wayland Garage, Watton. An existing area will become two EV Charging bays, along with associated equipment - Thetford Road, Watton

Approval recommended.

14.3 3PL/2018/0076/D Erection of detached house- Adj. 65 Jubilee Road Watton - Decision already made to grant planning permission.