

Minutes of the meeting of WATTON TOWN COUNCIL held on

Tuesday June 26th 2018 at 7.00pm

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

Councillors Present: Tina Kiddell Chairman, Beryl Bunning, Peter Bishop, Tina Cruz, Jane Fountain, Keith Gilbert, Sue Hebborn, Margaret Holmes, Alysha Houlder-Moat, Kathryn Stallard, Pat Warwick.

Officers Present: Jane Scarrott Town Clerk

Also present: 2 members of the public.

*A minutes silence was held in remembrance of former Town Mayor John Brannan.*

**1. APOLOGIES FOR ABSENCE RECEIVED AND ACCEPTED**

Daniel Fishlock, Gavin Maby and Stan Hebborn.

It was noted that Jake Tinsley has resigned as a member of Watton Town Council.

**2. DECLARATIONS OF INTERESTS MADE**

Tina Kiddell and Pat Warwick declared an interest in item 7.2 as both have expenses payments owed.

**3. CONFIRMATION OF MINUTES 12.06.18**

The minutes of the meeting held on June 12th 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:

- A Food Festival is being planned for August 11<sup>th</sup> 2018 to be held at Watton Sports Centre. Councillors were asked to consider how the Council may be able to support this event.
- A date was set for a meeting of the Events Committee to consider the 2018 Fireworks Event - July 9<sup>th</sup> @ 6pm

**4.2 Vice-Councillors Report**

Verbal report given:

The Vice-Councillor has attended the following:

13th June - a.m. market with Chairman, p.m. Chamber of Commerce meeting  
14th June - Watton/Swaffham meeting am, RAF Honington pm with Chairman  
15th June - SLCC conference  
16th June - RAF Mildenhall with Chairman  
17th June - Desert Rats Memorial service with Chairman  
18th June - Chairman Training  
19th June - Finance Committee meeting  
21st June - Neighbourhood Plan meeting  
24th June - Mayors Civic Service

**4.3 County Councillors Report**

County Councillor not present, no report received.

#### 4.4 District Councillors Report

No reports given but District Councillor Keith Gilbert did note that there is little to report from Breckland District Council at the present time.

#### 4.5 Police Report

No report submitted. Safer Neighbourhood Action Panel meeting minutes will be distributed to Councillors.

#### 4.6 Clerk's Report

Written report submitted with agenda pack.

It was noted that further evidence suggests that entrance gates along the Thetford Road into Watton would help reduce drivers speeding as they enter the town and a request has been made by the Police that the Council re-considers the decision made not to financially support the gates. It is planned that Highways will paint 30mph roundels along the Thetford Road and it will be checked when this is scheduled to happen.

### **5. PUBLIC PARTICIPATION**

*Members of the public present commented on the budget allocation for Councillor training and it was noted that land along the Thetford Road was purchased some time back by Norfolk County Council with the original intention that a roundabout would be installed.*

### **6. FINANCE REPORT**

6.1 The minutes from the Finance Committee Meetings held on 15.05.18 and 19.06.18 were received. Councillors were presented with a Bank reconciliation for 11.06.18 and the current budget position.

Recommendations from the Finance Committee

6.2 It was proposed and agreed by all that a fee of £20 per hour will be charged for non-charity groups to use the Council Chamber. All bookings would need prior approval from the Full Council.

6.3 It was agreed by all that flagpoles and flags up to the value of £500 would be purchased but that matters relating to flying the flags would need consideration at the next meeting.

6.4 It was agreed by all that £15000 will be vired from the Community Improvement Fund into the Cemetery Maintenance cost centre.

6.5 It was agreed, with one against, that the requirement for signatories to undertake personal; credit checks will be removed from Watton Town Council's Financial Regulations.

6.6 It was agreed by all that funding for Watton Town Council's contribution to the Watton and Swaffham Joint Project, Events and Promotions Support Officer will be vired from the Community Improvement Fund.

### **7. ACCOUNTS**

7.1 Payments for June were accepted as presented.

7.2 The Internal Audit Report 2017/18 had previously been presented to Councillors. It was agreed that suggested actions will be implemented.

**7.3 It was agreed to grant £500 to Watton Carnival Committee as requested.**

**7.4 It was agreed to grant £250 to Watton and District Rotary Club as requested.**

**7.5 It was agreed by all to accept the quote from TTSR to undertake substantial grounds maintenance work later in the year.**

### **8. MARKET TOWN INITIATIVE**

After much debate it was agreed by all that Watton Town Council will commit to a 3 year financial contribution to provide pop up market stalls.

#### **9. PUMP TRACK**

It was agreed that a meeting will be arranged with interested parties to look to move forward with provision of a pump track in Watton.

#### **10. PLANNING: To consider planning applications received for consultation**

10.1 3PL/2018/0657/HOU - Garage conversion with orangery and side porch extension to create one bedroom annexe - St Marys Close, Watton

No objections raised

10.2 3PL/2018/0530/F - Single storey 2 bedroom property - Land near Akrotiri Square, Watton

Objections raised as for previous application in this location

#### **11. Resolution passed to exclude the press and public to update on confidential matters relating to legal matters.**

- It was noted that Wayland Hall roof is to be replaced in August 2018 and thus arrangements will need to be made with neighbours to facilitate the work.
- Breckland District Council has approached the Town Council regarding the possible handover of amenity land at the Officers Mess Site along the Norwich Road. This is a result of a long standing s106 agreement and clarification is needed as to what actually is being offered. Councillors will meet for a site visit before any further decisions are made.