

Minutes of the meeting of WATTON TOWN COUNCIL held on

Tuesday 26th September 2017 at 7.00 pm

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

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

Officers Present: Jane Scarrott Town Clerk

Also present 1 member of the public

1. APOLOGIES

Apologies received from Keith Gilbert, Jake Tinsley and Maureen Roy.
District Councillor Michael Wassell also gave his apologies.

2. DECLARATION OF INTERESTS MADE

Daniel Fishlock declared a personal interest in item 14.3

3. CONFIRMATION OF MINUTES 12.09.17

The minutes of the meeting held on September 12th 2017 were unanimously agreed as a true record of the meeting and were signed by the Chairman. Notes from the Events Working Party Meetings held on 12.09.17 and 18.08.17 were accepted.

4. Co-option

Interviews to fill the one casual vacancy on the Town Council had taken place prior to the Town Council meeting. One proposal was made and agreed by a majority (2 abstentions) that Alysha Houlder-Moat would be invited to join the Council.

5. REPORTS

5.1 Chairman's Report

A copy of the written report presented to Councillors is filed.

5.2 Vice-Chairman's Report

A copy of the written report presented to Councillors is filed.

5.3 No Police Report received. It was noted a Safer Neighbourhood Action Panel (SNAP) meeting is to take place 27.09.17. Pat Warwick and Margaret Holmes to attend.

5.4 No report received from the County Councillor.

5.5 No report received from District Councillors.

5.6 Clerk's Report

A copy of the written report presented is filed.

It was agreed that the Clerk and Councillors Pat Warwick and Jane Fountain will attend the Society of Local Councils Autumn Conference on November 2nd at a cost of £25 per person.

6. PUBLIC PARTICIPATION

The contractor engaged to provide the Christmas lighting in the town was present to outline the cost of providing additional lighting in the town for 2017.

7. ACCOUNTS

Payments for September were approved as presented with amendment as follows:

Mayor's Allowance £250 (It was agreed that the mayor's allowance should be paid at the end of each quarter).

Hire of the Christian Community Centre £63.00

It was agreed that walkie-talkies would be hired for use at the 2017 Firework Event at a cost of £336.00 (inc. VAT).

7.1 With 2 abstentions it was agreed to agree the budget revision as presented and £1000 would be allocated to cover administration costs for the Neighbourhood Plan. 3 year budget provision needs to be considered and a budget meeting will be held in the near future.

8. PROVISION OF CHRISTMAS LIGHTS 2017

It was agreed by all that £6600 would be allocated from general reserves to provide additional Christmas lights for the town.

The 2017 budget for Christmas lights will thus stand at £14600 to allow lights to run from Sue Ryder to Lings providing adequate electrical connections can be established.

9. CONTRACT FOR CLEANING THE PUBLIC TOILETS

It was agreed, with one against, to engage a different contractor to clean the public toilets at a cost of £11,732 plus VAT per annum.

10. REPLACEMENT OF TOWN VAN

With 2 abstentions it was agreed to purchase a new Berlingo van as quoted with the additional extras of ply lining and a tow bar. Tracking will also be included at a cost of £12 per month.

Revised budget figures will be produced to show where the funding for the van can be vired from and how much will need to be taken from general reserves.

11. SOCIAL MEDIA POLICY

All were in favour of accepting the Social Media Policy as presented. Copies will be provided for Councillors to sign up to the policy.

12. MUSEUM4WATTON

Letter received from the Museum4Watton dated 05.09.17 was noted with suggestions made accepted.

13. NEIGHBOURHOOD PLAN (NP) UPDATE

Dates of further meetings for the Neighbourhood Plan have been set: October 19th and 26th 7-9pm at the Christian Community Centre and Dec. 1st at the Queen's Hall.

The recommendation from the NP Steering Group to amend the Terms of Reference for the Group to allow non-members of the Council to be members of the Steering Group was accepted.

14. PLANNING NOTIFICATIONS RECEIVED

14.1 Report presented regarding the Breckland Local Plan Pre-submission Publication compiled by Cllr Jane Fountain was noted.

14.2 3PL/2017/1087/F – Erection of 12 dwellings and ancillary works- rear of 121A Brandon road, Watton

No objections

14.3 3PL/2017/1094/VAR – Variation of condition 2 on 3PL/2009/0274/D – reserved matters for 29 dwellings- Site A former RAF Watton Technical Site, Norwich Road

Small variation so felt no comment needed. Site is predominantly in Carbrooke and Griston.

15. It was agreed to pass a resolution to exclude the public and press to update on staffing matters: report and recommendations given by HR Committee relating to recruitment of Town Operative/Market Supervisor.

It was agreed to appoint a Market Supervisor for four hours a week and a Town Operative for twenty-three hours a week.

It was agreed by all to appoint Keith Bell as Market Supervisor once a DBS check has been undertaken with no issues arising.

It was agreed by all to appoint Alex James as Town Operative once references have been received and a DBS check has been undertaken with no issues arising.