



Watton Town Council

Wayland Hall, Middle Street, Watton, Thetford, Norfolk IP25 6AG

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Town Clerk: Mrs Jane Scarrott clerk@wattontowncouncil.gov.uk

To All Members of the Council

You are hereby summoned to attend an extraordinary Meeting of the Full Council to be held at Wayland Hall Council Chamber, Middle Street, Watton, Norfolk IP25 6AG on Monday 2nd October 2017 at 1.00pm for the purpose of transacting the following business.

J. Scarrott, Town Clerk

September 26th 2017

AGENDA

1.	To accept Apologies for Absence
2.	To note Declaration of Members personal, prejudicial and disclosable pecuniary interests in respect of items on the Agenda
3.	To Confirm as a correct record the Minutes of the Meeting held on Tuesday 26th September
4.	To consider maintenance of Wayland Hall 4.1 Replacement of roof at Wayland Hall 4.2 Replacement of electrical fuse board 4.3 How to make Wayland Hall more energy efficient and greener
5.	Grounds Maintenance 5.1 Tree and scrub clearance at Bridle Road Play Area and removal of goal posts at the play area 5.2 Millenium Garden 5.3 Jubilee Garden fence 5.4 Replacement of fence at Lovell Gardens Play Area 5.5 To clear allotment at Church Road
6.	To consider provision of IT equipment 6.1 Amplification and recording of Town Council meetings and provision of computer in reception area of the Council Offices 6.2 provision of new phone system in the Office
7.	To consider management of Watton Cemetery: 7.1 Provision of burial space for the future 7.2 Purchase of software to aid updating of Cemetery records 7.3 To clarify administrative points including Cemetery fees for non-residents 7.4 Future Cemetery maintenance including removal of trees and curbing and gravelling of the ashes area

8.	Finance 8.1 To consider changing bank to ease electronic banking 8.2 3 year budget 8.3 To clarify expenditure that can be authorised by the Clerk
9.	To consider the future of the market
10.	To consider purchase of road cones
11.	To confirm provision of Mayoral nominal role board with photos
12.	To consider purchase of electronic signage
13.	To consider purchase of a franking machine
14.	To agree new ladder to be installed in the clock tower and to investigate location of a flag pole
15.	Events 2018 15.1 Twinning Reception
16.	PUBLIC PARTICIPATION