



# Watton Town Council

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

Telephone: 01953 881007

Website: [www.wattontowncouncil.gov.uk](http://www.wattontowncouncil.gov.uk)

Town Clerk: Mrs Jane Scarrott [clerk@wattontowncouncil.gov.uk](mailto:clerk@wattontowncouncil.gov.uk)

To All Members of the Council

You are hereby summoned to attend the **Annual General Meeting of the Full Council** to be held at Wayland Hall Council Chamber, Middle Street, Watton, Norfolk IP25 6AG on Tuesday 19th May 2015 at 7.00 pm for the purpose of transacting the following business.

..... May 12<sup>th</sup> 2015

J. Scarrott  
Town Clerk

***Please note welcomes and introductions will be made prior to the start of the meeting.***

## AGENDA

1. To elect the Chairman/Town Mayor for the year 2015/2016 – nominations to be made at the meeting
2. Chairman to sign the Declaration of Office as Chairman and Town Mayor
3. To present the out-going Chairman with their Past Chairman's Badge
4. To consider co-option to the Council to fill vacancy left unfilled at the election
5. To decide when any declarations of acceptance of office not yet received will be provided
6. To elect the Vice Chairman for the year 2015/2016
7. To appoint representatives to outside bodies
8. To accept Apologies for Absence
9. To declare personal and prejudicial interests in any item to be discussed on the agenda
10. To Confirm as a correct record the Minutes of the Meeting held on Tuesday 28<sup>th</sup> April 2015 as previously circulated
11. Accounts:
  - 10.1 To accept the accounts for the year ending March 31<sup>st</sup> 2015
  - 10.2 To complete the Annual Return for the year ending March 31<sup>st</sup> 2015
  - 10.3 To agree new cheque signatories, complete bank mandate and consider electronic payments of salaries
  - 10.4 To approve payments for the month of May 2015
  - 10.5 To consider maintenance contract for security alarm
  - 10.6 To consider future IT provision for the Town Council Office
  - 10.7 To consider hire of skip to clear rubbish from the Unit
12. To agree location of two Horse Chestnut trees donated by a resident of the town
13. To agree siting of a litter bin at Sustrans Cycle Way
14. Mayor's Update
15. Clerks Update
16. To agree the Council is eligible to use the General Power of Competence
17. Planning applications for consultation:

- 17.1 3PL/2015//0375/LB to stabilise brickwork, change 4 windows 1<sup>st</sup> floor to timber sliding sash, remove panel of studwork to determine fixing – WATTON 74-76 High Street IP25
- 17.2 3PL/2010/2015/0439/F Re-design of dwelling – WATTON 4 Southview Close IP25 6NW
- 17.3 3PL/2010/2015/0477/F Erection of 2 dwellings and vehicular access – WATTON Swaffham Road IP25 6AL
- 17.4 3PL/2010/2015/0458/F Erection of new bungalow on land to the rear of No. 12 & 10 Saham Road, WATTON IP25 6EA

**NOTE:**

**Should any member of the public with disabilities wish to attend a meeting of the Council please inform the Clerk on 01953 881007 two days prior to the meeting.**