



# 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 **Meeting of the Full Council** to be held at Wayland Hall Council Chamber, Middle Street, Watton, Norfolk IP25 6AG on Tuesday 8th September 2015 at 7.00pm for the purpose of transacting the following business.

*Jane Scarrott*

September 2<sup>nd</sup> 2015

J. Scarrott  
Town Clerk

**NOTE:**

**Councillors are requested to pass apologies for absence to the Clerk in person.**

**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 so that alternative arrangements can be made.**

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 28th July 2015: previously circulated
4. Chairman's Report – to include report regarding the Clock Tower and donations for use of the Town Minibus
  - 4.1 To agree payment of further work to the clock
5. Update from Vice-Chairman regarding Festive market
6. Clerk's report – to include update regarding upgrade of IT equipment for Wayland Hall
  - 6.1 To agree expenditure to upgrade IT provision
7. To consider frequency and format of future meetings, including procedure for public participation
8. Review of and acceptance of presented Standing Orders
9. To accept presented Terms of Reference for the Human Resources Committee
10. To consider options regarding future grounds maintenance contract
  - 10.1 To decide purchase of a strimmer for use by the Town Handyman
11. To accept accounts as presented
  - 11.1 To approve payments for August



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11.2 To approve maintenance work on play equipment at Watton Sports Centre

11.3 To consider maintenance of 'waste ground' area at the Sports Centre Play Area and offer from Sports Centre to lock play area

11.4 To consider purchase of seats for Jubilee Garden and opening of area

11.5 To accept quotes received for Christmas lights and entertainment for Festive Market

12. To consider grant application from Museum for Watton

13. To agree recommendation of Trustee for the Watton Relief in Need Charity

14. To consider planning applications received for consultation:

14.1 3PL/2015/0859/F - Revisions to plots 11-13 to form holiday lets at Richmond Park Golf Club, Saham Road, Watton

14.2 3PL/2015/0664/F – Convert existing to 3 self contained flats at ground floor (retrospective) at 1 Norwich Road, Watton

14.3 3PL/2015/0850/F – Erect porch, garage & roof alterations, convert & extend garage to new room & internal alterations at 35 Priory Road, Watton

14.4 3PL/2015/0921/F – Change of use of land for siting of two shepherds huts (static caravans) in lieu of holiday lodge at land off Ovington Road, Saham Toney

15. Exclusion of the Press and Public

In the view of the confidential nature of the business to be transacted, concerning staff and contracts, the Press and Public will be excluded from the meeting at this point.

15.1 To consider future costs of management and maintenance of the cemetery.