

## Minutes of the meeting of WATTON TOWN COUNCIL held on

Tuesday 11<sup>th</sup> April 2017 at 7.00 pm

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

Councillors Present: Beryl Bunning –Chairman, Peter Bishop, Janet Carr, Daniel Fishlock, Jane Fountain, Stan Hebborn, Sue Hebborn, Margaret Holmes, Tina Kiddell, Keith Gilbert, Maureen Roy, Patricia Warwick.

Officers Present: Jane Scarrott Town Clerk

Norfolk County Councillor Claire Bowes present for part of the meeting.

4 members of the public.

### **1. APOLOGIES**

Apologies received from Jennie Fishlock.

### **2. NO DECLARATIONS OF INTERESTS MADE**

### **3. CONFIRMATION OF MINUTES 28.03.17**

The minutes of the meeting held on March 28<sup>th</sup> 2017 were agreed as a true record of the meeting and were signed by the Chairman.

### **4. REPORTS**

#### **4.1 Chairman's Report**

The Chairman has attended the following:

29<sup>th</sup> March –Safer Neighbourhood Team Meeting

31<sup>st</sup> March – Swaffham Civic Service

7<sup>th</sup> April – met with Clerk and Neil Featherstone regarding Neighbourhood Planning

10<sup>th</sup> April – met with Clerk and Cllr. Bishop regarding staffing recruitment

- It was noted that Councillors have all received an invitation to attend Russell's Circus when it is in the town.
- A letter has been received regarding issues within the High Street. Agencies which may be able to take action have been sent a copy of the letter. One issue raised was the concern that shops in the High Street display wares on the pavement. This has been an historic problem but if action is to be taken it would be against all shops using the pavement which would result in a somewhat sanitized High Street.

#### **4.2 Vice-Chairman's Report**

- The Vice-Chairman reported that he gave a successful presentation to community partnership groups regarding future plans for the town. It was noted that the Queen's Hall representatives appear keen to be part of future discussions along with other organisations already involved.

- The Chairman and Vice-Chairman have accepted new play equipment and outdoor gym equipment which has been installed at Lovell Gardens Play Area and Bridle Road Play Area.
- It was noted the Annual Town Meeting has been advertised via various social media sites as well as by other usual means.

#### 4.3 Clerk's Report

A copy of the Clerk's Report submitted to Councillors prior to the meeting is filed.

A letter received regarding parking in Watton High Street was previously forwarded to Councillors. The concerns raised have been passed to the Parking Operations Team.

A verbal update was given to supplement points on the report.

### 5. **PUBLIC PARTICIPATION**

Members of the public were present to voice concern regarding use of open space land at Garden Close. It is believed Breckland Council own the the land in question but investigation is ongoing. The members of the public were advised to keep in touch with the District Councillors who are aware of the matter.

It was agreed to move item.11 to this point on the agenda and to confirm that the land is not owned by the Town Council and this matter is not something the Town Council can get involved with.

### 6. **Events for 2017**

The notes from the Events Working Group Meeting held on 28.03.17 were accepted.

6.1 It was agreed by all to accept the quote of £333 plus VAT to erect the marquee in Chaston Place for the 2017 Festive Market on December 3rd.

### 7. **Town Litter Pick**

It was agreed that Breckland Council would be approached to ascertain which areas of green space SERCO maintain for Breckland Council and what responsibilities SERCO has.

Once this has been ascertained further consideration will be given to whether the Town Council should organise a voluntary litter pick.

### 8. **Refreshments for Annual Town Meeting 2017**

**It was decided** by a large majority **against** providing any refreshments at the Annual Town Meeting.

### 9. **Grounds Maintenance of the allotments**

**It was decided against** paying a contractor to clear or maintain vacant allotments. It may be that this is something that can be brought more into the role of the Town Handyman.

### 10. **Donation to Watton Sports Association**

**It was agreed by all** that £5000 will be donated to Watton Sports Association as requested.

**11. Open Space at Garden Close** – dealt with earlier in the meeting.

**12. Gift for Weeze**

An allocation of £150 to provide a gift for the twinning town of Weeze to celebrate the 30th anniversary of the establishment of the Twinning Charter **was confirmed as previously provisionally agreed.**

**13. SAM2 Brackets**

It was agreed to purchase a further set of brackets for the SAM2 mobile sign at a cost of £50. This will enable the sign to be sited at Watton Green.

**14. Planning Applications for comment:**

14.1 3PL/2017/0264/HOU – converting and extending existing out-building to an annexe 67 High Street, Watton

No objections raised

14.2 3PL/2017/0335/F – replacement of the existing petrol filling station forecourt, canopy over and below ground fuel storage and refurbishment of existing sales building at 47 Thetford Road, Watton

No objections raised

14.3 3PL/2017/0381/O erection of dwelling house and revised vehicular/pedestrian access 30 Thetford Road, Watton

No objections raised

14.4 3PL/2017/0370/D residential development of 31 units comprising of 18 flats, 13 houses, estate road, parking areas and open space Plaswood Products Ltd, Griston Road, Watton

No objections raised

14.5 3PL/2017/0411/HOU installation of air conditioning system 43 Dereham Road, Watton

No objections raised

**15.** A resolution to exclude the public and press to consider staff recruitment was passed.

The Town Handyman is to retire and his last working day with the Council will be 03.05.17.

Councillors were presented with draft job description, person specification and advert for the position.

It was agreed by all to accept the recommendations made by the HR Group relating to recruitment for the position and adverts will be placed locally with 02.05.17 set for receipt of application forms and interviews to be undertaken w/b 15.05.17.