

Minutes of the meeting of WATTON TOWN COUNCIL held on

Tuesday 11th July 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, Beryl Bunning, Peter Bishop, Daniel Fishlock, Keith Gilbert, Jane Fountain, Maureen Roy, Kathryn Stallard, Jake Tinsley, Pat Warwick.

Officers Present: Jane Scarrott Town Clerk

Also present 2 members of the public and Norfolk County Councillor Claire Bowes

1. APOLOGIES

Apologies received from Margaret Holmes, Jennie Fishlock, and Sue Hebborn.

2. DECLARATIONS OF INTERESTS MADE

Daniel Fishlock declared an interest as a Carbrooke Parish Councillor should any discussion of the Neighbourhood Plan include Carbrooke.

3. CONFIRMATION OF MINUTES 27.06.17

The minutes of the meeting held on June 27th 2017 were unanimously agreed as a true record of the meeting and were signed by the Chairman.

4. REPORTS

4.1 Chairman's Report

A copy of the Chairman's verbal report is filed.

The Chairman asked for volunteers to form a Working Group to work with Watton Sports Association to ascertain how any partnership between the two organisations could move forward. Together with the Chairman, Councillors Tina Kiddell, Beryl Bunning, Pat Warwick, Keith Gilbert, Jake Tinsley, Jane Fountain and Daniel Fishlock will form the Working Group to be formalised at the Town Council meeting on July 25th.

The Chairman also noted that with increased electronic engagement a draft Social Media Policy for the Council will be considered at the next meeting to supplement the existing Communications Policy.

4.2 Vice-Chairman's Report

A copy of the Vice-Chairman's verbal report is filed.

PCSOs Tonya Winsley and Graham Eglan were present at the meeting and gave an update of the Safer Neighbourhood Teams current priorities around the Harvey Street and High Street areas of the town. An Impact Day was held in May working with Immigration Officers followed by a walk around with the Police Architectural Liaison Officer who made recommendations which will be passed to Councillors. Other Impact Days have also taken place since, including a focus on speeding vehicles travelling through the town.

The next Safer Neighbourhood Action Panel meeting is scheduled for July 26th 2pm at Watton Fire Station.

Norfolk County Councillor Claire Bowes was also present to give a verbal update, a copy of which will be sent to Councillors.

4.3 Clerk's Report

A copy of the written report presented is filed.

Verbal update given:

- Museum4Watton lease has been signed.

The Mayor has written a letter of support for the Museum4Watton to accompany the Heritage Lottery funding bid which is in its final stages.

- It is a legal requirement for public buildings frequently visited by members of the public to display a current Display Energy Certificate (DEC) and have in their possession a valid Recommendation Report if the size of the building is over 250m². This is likely to be needed for the Town Hall and possibly the Youth & Community building and thus further investigation will be undertaken.
- The Town Handyman has begun to paint the flower tubs in the High Street and is compiling a list of tools he needs. It is suggested a bowser, generator and steam cleaner if purchased would allow cleaning to be easily undertaken e.g. Church Walk gates, bus shelters. At present the litter bin at the end of Church Walk, which was set on fire, has not been replaced due to the current level of vandalism in the town.
- The annual inspection of the stair lift has taken place and although the lift is working the toggle control switch is not and needs to be repaired.
- The Town Council has been approached regarding flying the Red Ensign for Merchant Navy Day which has raised the question again regarding the possible need for a suitable flag pole.
- Notice received of Watton Society Annual Quiz 2017 - Wednesday Oct. 4th 7.30pm Queen's Hall.
- Notice of vacancy following resignation of Janet Carr posted on 04.07.17.
- The lease for the allotment land at Thetford Road has become somewhat protracted and the solicitor's acting on behalf of the TC has revised the estimated legal costs from £2000 to £2500.
- Useful website for contacts for local organisations: www.asklily.org.uk
- The Town Council is one of the three possible beneficiaries for the current round of the Tesco Bags of Help Grant Scheme at the Watton store. Money awarded to go towards the 2017 firework evening.
- A provisional date of the 8th September 2017 has been arranged for a meeting with George Freeman MP.

5. PUBLIC PARTICIPATION

Cheryl Clayton and Georgina Agent representing Watton Carnival Committee presented a report from the Committee to the Council. The Town Council was invited to have a stall at the 2017 Carnival on 3rd September and it was noted the Carnival Committee would be pleased to work more closely with the Town Council in future years.

6. CONTRACT FOR CLEANING PUBLIC TOILETS

All were in agreement for the contract for cleaning of the public toilets to be reviewed and quotes for the work will be sought.

7. STREET NAMING POLICY

Councillors have been passed copies of the Breckland Street Naming and Numbering Policy adopted by Breckland District Council (BDC) in April 2017. BDC holds a list of names historically suggested by the Town Council which will be reviewed once clarification of the current names on the list has been received. The Town Council has been asked to suggest two new street names for a new development in the town and a majority vote favoured the names Pingo and Marriot, with the reserve name of Aircraft.

8. CEMETERY FEES – item to be deferred to meeting on 25.07.17.

9. WAYLAND PARTNERSHIP GRANT

All agreed in principal that £1500 would be added to the 2018 and 2019 budget to be granted to the Wayland Partnership as match funding should the Wayland Community of Culture Project bid receive the LEADER funding requested. This figure is about 3% of the total project.

10. NEIGHBOURHOOD PLAN UPDATE

Councillors were presented with two options for a possible Council mission statement. The Following was agreed by the majority:

Watton Town Council aims to improve the quality of life for the residents of Watton.

To this end, we pledge to:

- Provide high standard and cost-effective services to help meet the needs and wishes of local residents.
- Engage in open dialogue with residents to understand their needs and together, work out how we can address those needs within the resources and powers available to the Town Council.
- Actively pursue a representational role.
- Assist, encourage and empower groups and individuals to address local needs.
- Promote the best interest of the town for the betterment of the local and greater community
- Work together with all sections of the community.
- Engage in the protection of the environment within the means of the Council.

Watton Town Council will endeavour to encourage and promote the best social and environmental practices for Watton by managing services, assets and the resources of the Town Council for the benefit of the local community.

News is awaited regarding any grant for funding of the Neighbourhood Plan from Locality. Initial feedback sounds positive but there is ongoing discussion what technical

support for the project to investigate the options for the Charlotte Harvey site might be offered.

11. PLAY EQUIPMENT REPAIR

It was agreed by all to accept the quote of £192.18 to repair the broken spinner play equipment at Watton Sports Centre Play Area.

12. STORED ITEMS

The Museum4Watton has cleared the upstairs spare room at Wayland Hall in preparation for re-decoration and a list of items removed has been compiled.

It was agreed by all that the items on the list should be allocated as suggested and that the Museum4Watton will become custodian of items of use to the Museum for the life of the Museum. An agreement regarding accession will be compiled.

13. REGISTRATION OF WAYLAND HALL

It was agreed by all to proceed with the Registration of Wayland Hall.

The Land Registry fee payable to be £140.

Solicitor fees will be additional to this.

14. TRAINING FOR COUNCILLORS

It was agreed training for Councillors on setting the budget would be booked, if possible, for Wednesday September 27th 2017 at a cost of £150.

15. S106 UPDATE

A status list of s106 agreements current in Watton has been supplied by BDC.

The Town Council is concerned that planning obligations relating to development of the RAF Radar Site may not be met and **it was agreed by all a letter should be sent to the Chairman of Breckland Planning Committee outlining concerns and that the Town Council should consider taking legal action if necessary.** The Chairman and Keith Gilbert will look at this in conjunction with the Clerk.

16. PLANNING NOTIFICATIONS RECEIVED

16.1 3PL/2017/0818/VAR

Variation of condition 2 on 3PL/2015/1322/F- Amended house type and layout
21 Swaffham Road Watton

Town Council favoured mixed location as original design.

16.2 3PL/2017/0819/VAR

Variation of condition 14 on pp 3PL/2014/1314/O - Erection of 31 residential units - amended wording of condition
Plaswood Products Ltd Griston Road, Watton

No objections to the variation