

Minutes of the meeting of WATTON TOWN COUNCIL held on

Tuesday June 12th 2018 at 7.00pm

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

Councillors Present: Tina Kiddell Chairman, Beryl Bunning, Peter Bishop, Tina Cruz, Daniel Fishlock, Jane Fountain, Keith Gilbert, Sue Hebborn, Stan Hebborn, Margaret Holmes, Alysha Houlder-Moat, Kathryn Stallard, Pat Warwick.

Officers Present: Jane Scarrott Town Clerk

Also present: County Councillor/District Councillor Claire Bowes, and 4 members of the public.

A minutes silence was held in memory of Councillor Cliff Jordan.

1. APOLOGIES FOR ABSENCE RECEIVED

Apologies accepted from Gavin Maby and Jake Tinsley.

2. NO DECLARATIONS OF INTERESTS MADE

3. CONFIRMATION OF MINUTES 22.05.18.

The minutes of the meeting held on May 22nd 2018 were agreed as a true record of the meeting and were signed by the Chairman.

4. REPORTS

4.1 Chairman's Report

The Chairman's written report had previously been presented to Councillors and requested support from Councillors to help at forthcoming events. A schedule of dates when assistance would be appreciated will be issued by the Office.

It was suggested the Council should consider purchase of flags as an easy means of engaging with St. George's Day and Norfolk Day celebrations.

4.2 Vice-Chairman's Report

Verbal report given.

The Vice-Councillor has been on holiday but did attend both the Thetford Mayor Making and Civic Service.

4.3 County Councillor's Report

County Councillor Claire Bowes gave an update from the County Council including the news that the Highways Parish Partnership Scheme will be run again this year with a deadline of December 7th for expressions of interest for potential projects.

4.4 District Councillor's Report

District Councillor Keith Gilbert referred to the recent unexpected closure of the Post Office which, as this is a private business, there is nothing Breckland Council can do to reverse this and it is hoped that the Post Office will re-locate to another location within the town as soon as possible.

4.5 Police Report

Councillors expressed disappointment that there is no Police presence at Town Council meetings and that no Police Report is received for the meetings.

4.6 Clerk's Report

Copy of written report filed.

Verbal update given:

- The Highway Engineer is to visit the Town Council Office to, amongst other things, discuss possible options to alleviate parking issues near Westfield School.
- A meeting of the Cemetery Working Group was held prior to the Town Council meeting. It was agreed at that meeting to investigate commissioning of a report to provide a definitive answer to whether issues regarding possible leachate from the Cemetery needs consideration prior to grounds work being undertaken at the Cemetery later in the year. The planned removal of adornments on graves will be outsourced to a contractor and thus quotes to undertake this will be sought.

5. PUBLIC PARTICIPATION

Don Saunders, Manager of the Swaffham Icen Partnership, was present to give a presentation relating to the proposed project to apply for funding from Breckland Council to supply pop up market stalls to be used in Swaffham and Watton. A contractor would be engaged to store and erect the stalls with an anticipated contribution of £5000 per year from each Council to pay for this. Councillors were provided with a written report outlining the initiative with a view to a decision whether to contribute to the project to be made at the next Town Council meeting following consideration by the Finance Committee.

6. FINANCES

6.1 The Annual Governance Statement for the year ending 31st March 2018 was approved by all.

6.2 The Accounting Statements for the year ending 31st March 2018 were approved by all.

6.3 The recommended NJC salary increases for the current year were ratified, to take effect from 1st April 2018. It was also agreed, as recommended by the HR Committee, that those members of staff not receiving NJC rates of pay would be given the same percentage wage increase as those paid at NJC rates point 16.

6.4 It was agreed the Town Council would have a stall at the 2018 Wayland Show and that Councillors who man the stall will claim the entrance fee, if paid, back from the Town Council.

7. POLICIES AND PROCEDURES

7.1 2018 Model standing Orders were accepted as presented.

7.2 Privacy Policy accepted as presented.

7.3 CCTV and Van Tracking Policy accepted as presented.

8. ANNUAL SERVICE FOR TOWN CLOCK

It was agreed that, as it has been arranged for a second company to take a look at the clock, with a view to fitting an electric motor, then no decision will be made regarding an annual service until a quote has been received from the second company.

9. PUMP TRACK

The Mayor has been approached by young people wanting to build a pump track in the parish. There is a lack of available land for this but it was suggested an area of the open space land at Bridle Road could be used especially if trees to the rear of the land are cleared. Research will be undertaken regarding the possibility of a track being constructed by volunteers and a meeting will be held with interested parties when more investigation has been completed.

10. SERVICE LEVEL AGREEMENT WITH SWAFFHAM TOWN COUNCIL

The Service Level Agreement for the Project, Events and Promotion Support Officer was accepted as presented.

11. PLANNING: planning applications received for consultation

11.1 3PL/2018/0601/HOU – Conversion of Garage – Railway Mews, Watton

No objections raised

It was noted that an appeal has been made to the Secretary of State against the decision of Breckland District Council to refuse development of 9 bungalows on land off Church Road 3PL/2017/1175/F. The Town Council recommended that the application be refused and will thus compile a written representation to send to the Planning Inspector.

12. Resolution passed to exclude the public to consider confidential legal matters

12.1 Consideration was given to letters received relating to use of Watton Cemetery. It was agreed the past decision made relating to use of the Cemetery will not be reversed at this time but consideration would be given to a request to do so should representation be received in six months time (Standing Orders state that decisions should not be re-considered within 6 months).

12.2 It was noted that a Standards Board complaint against a Watton Councillor is being investigated by Breckland District Council Monitoring Officer.