

Minutes of the meeting of WATTON TOWN COUNCIL held on

Tuesday 13<sup>th</sup> June 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, Sue Hebborn, Margaret Holmes, Jane Fountain, Pat Warwick.

Officers Present: Jane Scarrott Town Clerk and Town Operative Steve Long

3 members of the public

**1. APOLOGIES**

Apologies received from Janet Carr, Jennie Fishlock, Keith Gilbert and Maureen Roy. Apologies also received from County Councillor/District Councillor Claire Bowes.

**2. NO DECLARATIONS OF INTERESTS MADE**

**3. CONFIRMATION OF MINUTES 23.05.16**

The minutes of the meeting held on May 23<sup>rd</sup> May 2017 were unanimously agreed as a true record of the meeting and were signed by the Chairman.

**4. REPORTS**

4.1 Chairman's Report

The Chairman's report is attached.

4.2 Vice-Chairman's Report

The Vice-Chairman's report is attached.

4.3 Clerk's Report

A copy of the written report presented is filed.

Verbal update given:

- The Council still has an allocation of £2174 from Breckland Council Market Towns Initiative pot to spend. The plan submitted to Breckland indicated that this money would be spent on promotional material to raise the profile of the town and to replace/refurbish the litter bins and/or flower tubs. It is suggested some money could be used to purchase a branded gazebo with that left over to be put towards refurbishment of the bins in the High Street.
- A proposal has been made to extend the existing 30mph speed limit on the B1108 as the road leaves Watton going towards Little Cressingham. All were in support of this proposal from Norfolk County Council.

**5. PUBLIC PARTICIPATION**

- Members of the Museum4Watton group gave an update regarding the progress for the establishment of a museum at Wayland Hall including plans to engage

the Community Payback Team to decorate the currently unused upstairs room of the building.

- A driver from Watton Community Car Scheme presented his case as to why he feels the Council should continue to support the car scheme.

## **6. WATTON COMMUNITY CAR SCHEME**

Much debate took place regarding the previous decision to withdraw support for the Watton Community Car Scheme. A request to revisit the decision had been made and a further report submitted by one of the drivers in favour of continued Council support was considered.

A proposal was made to arrange a further meeting with the facilitator of the scheme but it was agreed by 3 votes for, 5 against and 1 abstention that this would not happen.

## **7. EVENTS WORKING PARTY MEETING NOTES OF 23.05.17 ACCEPTED**

## **8. ACCOUNTS**

**8.1 The Annual Governance Statement for 2016/17 was completed.**

**8.2 The Accounts Statement for 2016/17 was accepted.**

## **9. LEASE FOR PART OF WAYLAND HALL**

**All were in favour of progressing with the lease for the Museum4Watton group to use part of Wayland Hall with amendment to the draft lease as suggested by the tenant.**

## **10. NEIGHBOURHOOD PLAN UPDATE**

Initial draft questionnaires have been published and Councillors have promoted the Neighbourhood Plan by having a presence at the town weekly market and at Tesco's recently. A date will be arranged to begin to collate the questionnaires.

Neighbouring parishes have been or will be consulted and Councillors were asked to suggest a suitable strap line for use to promote the Town Council and the Neighbourhood Plan.

**All agreed the boundary for the Watton Neighbourhood Plan should be the parish boundary for Watton.**

## **11. PSPOS**

The Town Council has been consulted on the change of the current Designated Public Place Orders (commonly known as alcohol exclusion zones) which are automatically to become Public Space Protection Orders (PSPOs) in October 2017. Councillors noted this change with nothing to add other than a request to be made for appropriate signage to be erected to inform of the areas covered by the designation.

## **12. GRANT REQUEST FROM WATTON CARNIVAL COMMITTEE**

**The grant request of £500 from Watton Carnival Committee was approved by all.**

## **13. NO PLANNING NOTIFICATIONS RECEIVED**

**14. EXCLUSION OF THE PRESS AND PUBLIC – In view of the confidential nature of the business to be transacted, concerning personal finances, a resolution was passed to exclude the Public and Press at this point.**

**14.1 Civic allowance and possible budget revision**

It was noted that there is no written procedure for what is covered by the Mayor's allowance or the civic allowance and guidance is needed.

Peter Bishop offered to compile a draft protocol for consideration at the Town Council meeting on June 27<sup>th</sup>.

**An emergency meeting was called for Monday June 19<sup>th</sup> to consider action to protect Council managed areas from possible unauthorised incursion.**