

Minutes of the meeting of WATTON TOWN COUNCIL held on

Tuesday 14th June 2016 at 7.00 pm

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

Councillors Present: Beryl Bunning –Chairman, Daniel Fishlock, Jennifer Fishlock, Stan Hebborn – Vice-Chairman, Sue Hebborn, Margaret Holmes.

Officer Present: Jane Scarrott Town Clerk

Reporter: Bethany Whymark

Presentation given prior to the start of the meeting by La Ronde Wright who have been engaged by Watton Sports Centre to look at options for the future sustainability of the Centre.

1. APOLOGIES

Apologies received and accepted from Peter Bishop, Keith Gilbert and Maureen Roy. The Chairman requested that reasons for apologies should be given so that a decision could be made as to whether apologies would be accepted.

2. NO DECLARATIONS OF INTERESTS MADE

3. CONFIRMATION OF MINUTES 24.05.16

The minutes of the meeting held on May 24th 2016 were unanimously agreed as a true record of the meeting and were signed by the Chairman.

4. CO-OPTION

It was agreed by all present, with one abstention, that the four vacancies on the Council will be filled as soon as possible with the first four applicants who applied for co-option those voted to join the Council.

Arrangements will be made to invite new members to an informal meeting prior to their attendance at a Council meeting.

5. REPORTS

5.1 Chairman's Report

The Chairman has attended the following:

June 7 th	Market Town Initiative Meeting and Full Council Training Evening
June 8 th	Manned Town Council consultation stall on Watton Market
June 9 th	Chairmanship Training
June 10 th	Afternoon Tea at County Hall Thetford Town Mayor's Civic Reception
June 12 th	Thetford Civic Service
June 14 th	Watton Inner Wheel Queen's Birthday celebration

5.2 Vice-Chairman's Report

The Vice-Chairman read out extracts from a report compiled by an officer from Norfolk and Suffolk Constabulary's Fraud and Financial Investigation Team who had been

asked to address concerns raised by former Council members. Recommendations have been made in the report which match advice given by the Internal Auditor for future accounting procedures and it has been stated that no evidence of criminal conduct has been found.

It was agreed by all that the findings of the Police Officer should be accepted and the Council should now move forward.

5.3 Clerk's Report

A copy of the written report presented is filed.

Additional verbal update given to inform Councillors of upcoming training sessions and the Norfolk Association of Local Councils Summer Seminar.

Suggestions for work for the Highways Rangers was requested and notification given of overnight road closure for Swaffham Road for the 4th and 5th of July.

It was also noted that the tree report commissioned by the Council has been undertaken and the findings will be considered at the next Town Council meeting. No cause for any immediate work has been identified.

6. **PUBLIC PARTICIPATION**

No members of the public present.

7. **LEASE OF PART OF WAYLAND HALL TO THE MUSEUM4WATTON GROUP**

The draft lease provided by the Museum4Watton group has been passed to the Norfolk Association of Local Council's Legal Team for advice and will be considered by the Council once the view of the solicitor is known.

It was felt that internal decoration design should remain as at present and this should be stipulated in the lease.

8. **SPORTS CENTRE GRANT**

This matter will be considered at a future Town Council meeting once accounts have been received from Watton Sports Centre.

It was agreed that further discussion was needed following from the presentation given by Watton Sports Centre prior to the Council meeting. The Council meeting on July 12th will focus predominantly on this matter.

9. **MARKET TOWN INITIATIVE ACTION PLAN**

It was agreed by all to accept the Market Town Initiative Action Plan as presented.

Comment was made that action should be taken and recorded following the Town Council's consultation with residents, which is due to take place regularly with representatives from the Town Council being present at the weekly market once a month. Views from residents will be passed to other appropriate bodies and the local reporter will be asked to publish updates.

10. **REPS TO OUTSIDE BODIES**

It was agreed to consider representatives to outside bodies at a future date when new members of the Council will be present. Councillors who had interest in being Reps were noted.

Daniel Fishlock can no longer offer to be the CAB rep due to work commitments.
It was proposed and agreed by all that rather than send a “Rep” the Council should become a full paid member of Wayland Chamber of Trade.

11. FIREWORKS DISPLAY

The Vice-Chairman has been investigating the feasibility of the Town Council organising a fireworks display in November. There was a considerable saving on the provision of Christmas lights in the previous financial year so there is money that could be vired to be spent on another project.

It was agreed by all to investigate holding a firework event with expenditure limited to £10000. An Events Working Party meeting will be held at 6.30pm on the 28th July to consider future events.

12. PROVISION OF E-MAILS

It was agreed by all to provide additional e-mail addresses for the Town Council at an estimated cost of £35 for 100 addresses.

13. CLOCK TOWER MAINTENANCE

It was agreed by all to accept the fee proposal from Norfolk Property Services (NPS) to undertake the tendering process for maintenance needed on the Clock Tower and then to project manage the work.

The Council has money in the budget and in reserves to cover the cost of the work as estimated but further research will be undertaken to see if grant funding might be available to assist with financing of the project.

14. PLANNING NOTIFICATIONS

14.1 3PL/2016/0594/A Shop front advertisement (retrospective) at 42 High Street, Watton

All agreed to oppose this application as it is not aesthetically in keeping with the location.

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

15.1 STAFF CONTRACTS

It was agreed by all to issue the National Joint Council (NJC) recommended 1% pay rise to all staff backdated to April 1st 2016 with a further 1% rise to be implemented in April 2017.

It was also agreed to accept the HR Working Group recommendation that the Administration Assistant Position should be offered with NJC terms and conditions at set scale pay point 21.

The following resolution must be given 28 days notice and therefore will be an agenda item again.

The Council resolves under Regulation 3(1) of the Local Government Pension Scheme Regulations 2013 that all members of Watton Town Council paid staff should be designated as being eligible for membership of the LGPS with effect from November 1st 2016.

It was agreed by all that the word 'paid' should be included before 'staff' within the resolution.

15.2 EXCLUSIVE RIGHT OF BURIAL

It was agreed by all that in future Exclusive Rights of Burial will be issued for 50 years.

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