

Minutes of the meeting of WATTON TOWN COUNCIL held on

Tuesday 23rd May 2017 at 7.00 pm

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

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

Officers Present: Jane Scarrott Town Clerk

1 member of the public

**1. APOLOGIES**

Apologies received from Jennie Fishlock, Tina Kiddell and Peter Bishop.

**2. DECLARATIONS OF INTERESTS MADE**

No Declarations of Interest made.

**3. CONFIRMATION OF MINUTES 09.05.17**

**The minutes of the meeting held on May 9th 2017 were unanimously agreed as a true record of the meeting and were signed by the Chairman.**

Margaret Holmes requested that her concern that the Council has withdrawn support for the Community Car Scheme be recorded. She stressed that the scheme should be looked at further with a view to sorting out matters which had brought the support of the Council to an abrupt halt.

**4. REPORTS**

4.1 Chairman's Report

The Mayor has attended the following:

12<sup>th</sup> May - Outgoing Chairman of Norfolk County Council's civic reception

13<sup>th</sup> May - Ordination Service for Pastor Nick Nundy at the Pentecostal Church, Watton

19<sup>th</sup> May – Funeral of former Mayor Lorraine McCarthy

19<sup>th</sup> May – Breckland Artists Open Studio at the Dragonfly Gallery, Wayland House

20<sup>th</sup> May – Wayland Communities Open Event at the Queen's Hall. Attended by at least 61 members of the public. Cllrs Susan Hebborn, Tina Kiddell, Jane Fountain, Keith Gilbert and Margaret Holmes helped man the Council stand.

22<sup>nd</sup> May – Wayland Partnership meeting at Broom Hall. Also attended by Cllrs Daniel Fishlock and Jane Fountain together with the Clerk and Neil Featherstone who outlined the Neighbourhood Planning process for the benefit of the representatives of neighbouring parishes who were present.

- Claire Bowes in her Wayland Show guise invited the Council to consider having a stand at the 2017 Wayland Show. Enquiries will be made regarding this and a decision will be made at a future Town Council meeting.
- Councillors were asked to suggest a suitable name for the project which is looking at future leisure and other facilities in Watton which is hoping will be undertaken in conjunction with Watton Sports Association and other partners.

4.2 Vice-Chairman's Report – no verbal report as Vice-Chairman absent.

Tina Kiddell attended the Civic Service for the new Mayor of Wisbech and assisted at the Engaging Communities Day on May 20<sup>th</sup> held at the Queen's Hall where the Town Council had a promotional stand.

4.3 Police Report – no Police present. Meeting had taken place prior to the start of the Council meeting to inform the Council of the Public Space Protection Orders (PSPO) which are to replace the existing Designated Public Place Orders (DPPO) later in the year. Present at the meeting: Paul Claussen (Breckland Council Executive Member of Place), Paul Wheatley (Chief Inspector of Police) and Steve James (Breckland Council Communities & Environmental Services Manager).

4.4 County Councillor Report – no County Councillor present

4.5 District Councillor Report

District Councillor Keith Gilbert notified the Council that the new Chairman of Breckland Council is Kate Millbank and that he is remaining on the Breckland Licensing Committee for the forthcoming year.

It was noted that the awaited report of street lights in the District has been compiled and once results are known the Town Council will have this matter as an agenda item again.

4.6 Clerk's Report

Verbal update given:

- The defunct Christmas lighting has been sold for £10.00.
  - Replacement Bank Authorisation Cards have been ordered for cheque signatories. Those initially provided became obsolete when the Town Council closed the account the cards had been issued to.
  - An extremely useful walk around Harvey Street and the High Street to consider anti-social behaviour matters was undertaken on May 19<sup>th</sup> with members of the local Safer Neighbourhood Team and Breckland Council Officers.
- The Police Architectural Liaison Officer is to compile a report outlining suggestions that could assist to deter anti-social behaviour in certain locations (e.g. removal of seats).
- A leak in the public disabled toilet outside office hours was brought to the attention of the Council by four youths. The quick notification led to action taken quite quickly and thus was of great assistance and the boys concerned have been thanked appropriately.
  - Necton Parish Council has offered the Town Council places at a training session, relating to sole trustees, which is to take place on 20<sup>th</sup> June at 6.30pm at a cost of £40.00 per delegate. It was agreed, with one abstention, that Beryl Bunning, Margaret Holmes, Pat Warwick and the Clerk would attend. Those not present at the meeting will also be notified of the event.
  - Further information has been received regarding the GoGoHares trail which will be taking place in Norfolk in 2018. Sculptures are to be placed around Norfolk and towns are being given an opportunity to take part. Sponsorship of £5000 is needed if a hare sculpture is to come to Watton. It was suggested crowd funding might be used to fund this project and this will be investigated.

- Communication has been received from Watton Carnival Committee asking if the Town Council will be manning a stall at the 2017 carnival. The Committee has also submitted a grant application form which will be an agenda item for the next meeting of the Town Council.
- A letter has been received from a member of the public voicing concerns regarding covenants on new properties within the town.
- A 6 day planning appeal is to take place commencing on 13<sup>th</sup> June 2017 to 16<sup>th</sup> June and recommencing on 20<sup>th</sup> and 21<sup>st</sup> June at Watton Sports Centre relating to an outline planning application for 177 dwellings at land south of Mallard Road, Watton. It was suggested Peter Bishop should be asked to speak on behalf of the Council at the appeal.
- The Clerk is to meet with the secretary of Watton Royal British Legion regarding Remembrance Sunday 2017. All Councillors were in favour of the Council providing refreshments for the event.
- The Council's IT providers have added additional virus protection to the office system but a cost of £4.75 plus VAT per device per month will be implemented after 30 days. All agreed to accept this.
- A request has been received from the Happy Project to use the town marquee on June 11th 2017.
- Update received from Anglian Water relating to the flooding which took place on June 23<sup>rd</sup> 2016 together with other relevant correspondence will be forwarded to Councillors.

## **5. PUBLIC PARTICIPATION**

One of the Watton Community Car Drivers was present to suggest the decision for the Council to withdraw support for the scheme should be re-visited as he felt the report compiled had given wrong facts.

*Due to external disruption the meeting was adjourned for 8 minutes.*

Councillors voted by 6 in favour (4 abstentions) to revisit this decision on receipt of a report to be presented by Community Car Driver Mr Lawrence in which he would present a case in favour of continued support.

## **6. ACCOUNTS**

Payments for May were accepted as presented.

6.1 It was agreed by 6 in favour (4 abstentions) that budget Revision and clarification of Civic Expenditure should be an agenda item for the next Full Council meeting.

6.2 It was agreed by all that further Scribe training for staff should be arranged if needed.

6.3 It was agreed by all to accept the list of standing orders and direct debit payments for the year as presented.

## **7. VEHICLES BEING DRIVEN ON BRIDLE ROAD PLAY AREA**

All were in favour of engaging a solicitor to write a letter to be sent to residents of Bridle Road reaffirming the rule that vehicles should not be driven on the grass of the play area.

## **8. WAYLAND HALL LEASE**

It was decided that the lease for part of Wayland Hall as requested by the Museum4Watton would be considered at the next meeting of the Town Council to give all Councillors a chance to look at the lease and the comments submitted by the Museum4Watton.

## **9. ROLL OF HONOUR BOARD**

All in favour (three abstentions) of providing a roll of honour board listing Mayors of Watton back to the first Mayor. Photographs of Mayors back to 2000, as already agreed, are to be displayed in the Council Chamber.

## **10. STREET LIGHTING REPORT**

When the street lighting report which has been compiled by Breckland Council is made available it will be considered by the Town Council.

## **11. SLCC SUMMER CONFERENCE**

It was agreed that Margaret Holmes, Keith Gilbert and Pat Warwick will attend the Society of Local Council Clerks (SLCC) conference to be held at Carrow Road, Norwich on July 7<sup>th</sup> 2017. Councillors not present at the meeting will be passed the flyer for the event and be given the opportunity to attend also.

## **12. NEIGHBOURHOOD PLANNING**

All were in favour of forming a Working Group to take the Neighbourhood Plan for Watton forward. Members to be Margaret Holmes, Keith Gilbert, Pat Warwick and Jane Fountain who will lead.

It was also agreed (two abstentions) that the boundary for the Neighbourhood Plan would be the Watton parish boundary.

## **13. PLANNING NOTIFICATIONS**

13.1 3PL/2017/0580/O New dwelling at 8 Saham Road, Watton

No objections

13.2 3PL/2017/0411/HOU Installation (re-siting) of air conditioning system, 43 Dereham Road, Watton

No objections

14. Resolution passed to exclude the Press and Public in view of the confidential nature of the business to be transacted:

The recommendation from the HR Committee to appoint Mr Steve Long as the new Town Operative/Market Supervisor from June 1<sup>st</sup> 2017 was agreed by all.

A vote of thanks for the HR Committee was voiced for the recruitment work undertaken.