



# Watton Town Council

Wayland Hall, Middle Street, Watton, Thetford, Norfolk IP25 6AG

Telephone: 01953 881007

Website: [www.wattontowncouncil.gov.uk](http://www.wattontowncouncil.gov.uk)

Town Clerk: Mrs Jane Scarrott: [clerk@wattontowncouncil.gov.uk](mailto:clerk@wattontowncouncil.gov.uk)

You are hereby summoned to attend the next Meeting of the Full Council to be held at Wayland Hall Council Chamber, Middle Street, Watton, Norfolk IP25 6AG on Tuesday 23rd February 2016 at 7.00pm.

..... February 17th 2016

J. Scarrott, Town Clerk

NOTE: Should any member of the public with disabilities wish to attend a meeting of the Council please inform the Clerk on 01953 881007 two days prior to the meeting so that alternative arrangements can be made.

## Agenda

1. To accept Apologies for Absence
2. To note Declaration of Members personal, prejudicial and disclosable pecuniary interests in respect of items on the agenda
3. To confirm as a correct record the Minutes of the Meeting held on Tuesday 9th February: previously circulated
4. Reports:
  - 4.1 Chairman's Report
  - 4.2 Vice-Chairman's Report
  - 4.3 Police Report
  - 4.4 County Councillor Report
  - 4.5 District Councillor Report
  - 4.6 Clerk's Update
5. Public Participation
6. Accounts
  - 6.1 To agree payments for February
  - 6.2 To consider revision of the Bank Mandate
  - 6.3 To re-consider attendance at Cemetery Management Training for the Administration Assistant and one Councillor
7. To consider future plans for Jubilee Garden
8. To accept the Grievance & Discipline Policy as presented
9. To consider the letter received from Watton Sports Centre regarding letter of support for funding from Breckland Council
10. To consider whether Museum 4 Watton should undertake a survey regarding possible use of rooms at the Town Hall
11. To consider grant application from Queen's Hall
12. To consider Risk Management Procedure as presented
13. Planning Applications for comment:



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- 13.1 3PL/2016/0084 development of 106 dwellings and a community centre at land off Lancaster Avenue, Carbrooke

14. Exclusion of the Press and Public

In the view of the confidential nature of the business to be transacted, concerning staff and contracts, the Press and Public will be excluded from the meeting at this point.

- 14.1 To agree 1 extra hour of work per week to be added to staff contract