

Minutes of the meeting of WATTON TOWN COUNCIL held on

Tuesday July 10th 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, Jane Fountain, Keith Gilbert, Stan Hebborn, Sue Hebborn, Kathryn Stallard, Pat Warwick.

Officers Present: Jane Scarrott Town Clerk and Sue Dent, Projects, Events and Promotions Support Officer.

Also present: 3 members of the public.

1. APOLOGIES FOR ABSENCE RECEIVED AND ACCEPTED

Daniel Fishlock and Margaret Holmes.

2. NO DECLARATIONS OF INTERESTS MADE

3. CONFIRMATION OF MINUTES 26.06.18

The minutes of the meeting held on June 26th 2018 were agreed as a true record of the meeting and were signed by the Chairman.

4. REPORTS

4.1 Chairman's Report

A copy of the written report presented is filed. Verbal update given:

- Noted that Gavin Maby has resigned as a Town Councillor.
- The Police are to undertake a DIY SOS operation on Memorial Garden on August 6th. Councillors were asked to pass any suggestions for work to be undertaken to the Office.

4.2 Vice-Chairman's Report

- The Vice-Chairman visited the Open Gardens and Yard Sales.
- Noted that the Watton Character Appraisal is available on the Town Council website.

4.3 Clerk's Report

Written report submitted with agenda pack.

Verbal update given:

- Open Gardens Weekend considered successful. Noted that Jubilee Garden is in need of some care. It is hoped more emphasis can be made on the fact that this area is a community garden. Removing the fence at Jubilee Garden has been previously agreed and quotes to replace the fencing with posts will be sought.
- New Designated Public Place Order notices supplied by Breckland Council have been erected.
- Meeting date needs to be set with officers from Breckland District Council to update on the Officer's Mess106 agreement.
- Date needs to be set for Charity Trustee training to be delivered by Community Action Norfolk.
- Recent e-mail received from Wayland Partnership forwarded to Councillors. Meeting to be held on July 30th (TK, PW and SD to attend).
- Clerk has met with Breckland Youth Advisory Board Youth Worker Michelle Bibby who is keen to establish meetings to include students from Wayland Academy.

It was agreed by all to contribute £45.00 towards the Clerks attendance at the Society of Local Councils Clerks Regional Seminar.

4.4 Cemetery Working Group Report

A meeting of the Cemetery Working Group took place prior to the start of the Council meeting.

£1350 has been quoted to remove all trinkets, figures etc. from graves as current rules state that only 2 vases are permitted on any grave.

A recorded vote was requested which resulted in all but one vote for acceptance of this quote. Copy of the vote attached.

It was decided items removed will be stored in the Town Council storage unit rather than pay for storage containers to be hired. The amount quoted to hire storage units will be available should extra costs be incurred to transport items to the storage unit.

A second recommendation from the Cemetery Working Group was also proposed and agreed by all:

Due to the higher risk status of Watton Cemetery site resulting from the surrounding groundwater protection designated areas an in depth report is required and will be commissioned at a cost of £3600 before consideration is given to extending burial space. The Town Council will expect on site exploration and a definitive answer from the report regarding the prospects for future burials at the current site.

It was also noted grounds maintenance works are to be undertaken in the Cemetery in the autumn and that as the Cemetery Working Group (CWG) continues to address all matters relating to the Cemetery others will be invited to attend CWG meetings.

5. PUBLIC PARTICIPATION

It was commented that the car parking area which belongs to Breckland District Council adjacent to the Queen's Hall in Watton should be regularised and noted that Breckland District Council appear reluctant to release this land to any other body.

6. WATTON SPORTS CENTRE PLAY EQUIPMENT INSPECTION REPORT

It was agreed by all to accept the quote to undertake the maintenance work as outlined on the annual play equipment inspection report for the play area at Watton Sports Centre.

7. FINANCES

7.1 Budget Update presented was noted.

7.2 **It was agreed by all that £300 would be allocated to support the planned Food Festival to be held on September 8th 2018.**

7.3 **It was agreed by all to accept the quote of £250 for annual service of the town clock.**

8. FLAG POLES

It was agreed by all to accept, as presented, the procedure and risk assessment for erecting brackets and flag poles in the High Street.

9. RELATIONSHIP WITH LOCAL PRESS

It was noted that the Watton & Swaffham Times still gives little coverage to events in Watton and that the recent Open Gardens & Yard Sales Event was advertised a week after it had actually taken place.

People in the town did not realise the event was taking place although those from some distance away had seen notices in other sister papers. Sentiments will be passed to the editor of the Watton & Swaffham as it is felt local advertisers may not remain supportive of the paper if it is not reporting local Watton news.

10. OFFICER'S MESS S106 AGREEMENT

A date will be set for a meeting with officers from Breckland District Council who are dealing with the Officer's Mess s106 agreement.

11. PLANNING: To consider planning applications received for consultation

11.1 3PL/2018/0704/VAR – Moat House, Watton Green, Watton - Removal of agricultural condition from W7898

Objection to be submitted as no evidence to support application.

11.2 3PL/2018/0544/F – Happyfeet Day Nursery, St Giles Road, Watton - Change of use of part of existing car park to garden area for nursery, including 1.8 close boarded fence

Support

11.3 3PL/2018/0266/HOU – Mary Shanks Close, Watton - Erection of a canopy fitted to the rear of the property

No objections

11.4 3PL/2018/0189/VAR – Thetford Road, Watton - Variation of condition 16 on pp 3PL/2013/0510/F - relocation of play equipment to northern most area of public open space

Permission already granted

11.5 3PL/2018/0458/F - Thetford Road Watton - Conversion and extension to first floor office space to form 3 no. flats (2no. 1 bed and 1no. 2 bed) including external fabric alterations, ground floor to remain as retail/office space, various internal alterations

Comments noted as on previous application

11.6 3PL/2018/0067/F - Land adjoining Redhill Residential Park, Redhill Lane Watton - Further extension to the existing residential caravan park, comprising use of land for the siting of mobile home units, access and covered parking, infrastructure works and associated landscape planting.

Objection

Objections raised as in previous application. Town Council feels access is poor and the development is a drain on amenities.

11.7 3PL/2018/0768/F - Dereham Road, Watton - New detached dwelling

Objection- *overdevelopment of site*

12. Resolution passed to exclude the press and public to update on confidential matters relating to legal matters.

12.1 Research is ongoing relating to ownership of land and the responsibilities within Watton Churchyard and Cemetery. Next Cemetery Working Group meeting to be held 14th August 2018 @ 6.00pm.

All agreed a sign is needed informing that the water from the pump at the Cemetery is not fit for human consumption.

12.2 The Town Council will need access to the passage way between Wayland Hall and the King's Arms for work to be undertaken on the roof of Wayland Hall. So far no response has been received to a letter passed to the owners of the King's Arms regarding obtaining a key to the door to the passageway.