

Minutes of the meeting of WATTON TOWN COUNCIL held on

Tuesday 12<sup>th</sup> September 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, Daniel Fishlock, Keith Gilbert, Jane Fountain, Sue Hebborn, Jake Tinsley, Pat Warwick.

Officers Present: Jane Scarrott Town Clerk

Also present 3 members of the public

**1. APOLOGIES**

Apologies received from Peter Bishop, Margaret Holmes, Maureen Roy and Kathryn Stallard.

**2. NO DECLARATIONS OF INTERESTS MADE**

**3. CONFIRMATION OF MINUTES 25.07.17**

The minutes of the meetings held on July 25<sup>th</sup> 2017 and August 8<sup>th</sup> 2017 were unanimously agreed as a true record of the meeting and were signed by the Chairman. Notes from the Events Working Party Meetings held on 25.07.17, 29.08.17 and minutes from the HR Committee meetings held on 02.08.17 and 16.08.17 were accepted.

**4. REPORTS**

**4.1 Chairman's Report**

A copy of the written report presented to Councillors is filed.

It was noted that Jennie Fishlock has resigned as a Councillor.

**4.2 Vice-Chairman's Report**

A copy of the written report presented to Councillors is filed.

It was noted that Councillors are invited to meet with Trustees of the Loch Neaton Charity on Saturday September 16<sup>th</sup> at 8.00am.

**Clerk's Report**

A copy of the written report presented is filed.

Councillors presented with:

- Letter received from Museum4Watton
- Letter received relating to Cemetery charges
- Report received relating to the removal of seats in Harvey Street.

**5. PUBLIC PARTICIPATION**

Concern raised by a resident that Gilman's Drift, Stan's Walk and Footpath No.9 are overgrown and that in places the paths are blocked.

Norfolk County Council will be approached regarding addressing these concerns with the footpaths.

It was also noted that footpath signs need replacing.

## 6. CONTRACT FOR CLEANING THE PUBLIC TOILETS

Clarification will be sought regarding whether those who have quoted for the contract to clean the public toilets would be willing to alter the locking/unlocking times. A decision regarding the cleaning contract will be made at the Town Council meeting on September 26<sup>th</sup>.

## 7. REPLACEMENT OF TOWN VAN

The van used by the Town Handyman has been taken off the road with the suggestion being that a replacement newer van is needed. Councillors had previously been presented with a report (copy filed) outlining various options including either lease hire of a new van or purchase of a used vehicle.

It was agreed by 4 votes for and 5 against not to lease hire a vehicle

**It was agreed by 5 votes for and 3 against (1 abstention) to look at purchase of a used vehicle up to the value of £10495 plus VAT.**

Available vehicles will be researched with options to be presented at the next Town Council meeting.

## 8. CEMETERY

A complaint has been received regarding the fact that the Cemetery rules are being flaunted by some. **It was agreed owners of Exclusive Rights should be contacted to request the removal of adornments from graves** as the rules state that "Two vases are allowed on any one grave. No other adornments such as trees, artificial flowers, ....., items made of pottery/tin/plastic/glass/brick or any other similar items as determined by the Council are allowed."

Following concern raised with the agreed increases to fees relating to use of the Cemetery the Council again debated the issues that have been brought forward including a request to reduce fees for non-residents. A proposal was put forward to defer the increase in fees for 3 months but was rejected by 3 in favour and 5 against (1 abstention).

A second proposal was agreed with 6 in favour and 2 against (1 abstention) to maintain the fees as previously set but to clarify who might be classed as a parishioner.

*Tina Kiddell requested that it be noted that she voted against this proposal.*

The Chairman offered to draft a letter in response to that received relating to the increased fees.

## 9. REPLACEMENT OF CEMETERY GATES

**It was agreed by all to accept the quote to supply and fit pressure treated posts and gates for both entrances to Watton Cemetery.**

Quote accepted as best value from preferred contactor.

## 10. THETFORD ROAD ALLOTMENTS

It was agreed by all to arrange for the overgrown areas at the Thetford Road allotment site to be strimmed/weed killed and for a specific risk assessment to be undertaken on one tree at the site which has recently shed branches.

#### **11. WATTON REMEMBRANCE PARADE**

**It was agreed by all to accept the letter of agreement with the Watton branch of the Royal British Legion as presented with the proviso that the agreement is renewed annually.**

#### **12. IT PROVISION**

**It was agreed with 7 for and 1 against (1 abstention) to purchase the Prowise computer screen which has been on loan to the Council.**

Further consideration will be given at a future meeting regarding the provision of further IT equipment including the facility to amplify and record Council meetings.

#### **13. NEIGHBOURHOOD PLAN (NP) UPDATE**

Written update presented to Councillors is filed. The NP Steering Group requested £1000 to assist with promotion and administration costs to help continue with the Plan. This was agreed in principal but will be ratified at the next Town Council meeting when it will be a specific agenda item.

#### **14. PLAY EQUIPMENT REPAIR**

**It was agreed by all to undertake maintenance to the play equipment at the Sports Centre Play Area as identified on the annual inspection report.**

#### **15. GRANT TO WATTON THURSDAY CLUB**

**It was agreed by 6 for and 3 against to grant £500 to Watton Thursday Club as requested.**

#### **16. WATTON SPORTS CENTRE**

A request has been received from Watton Sports Association for a donation of £10000. **It was agreed by all that a decision regarding this would not be made until after the Sports Associations AGM on September 25<sup>th</sup>.**

#### **17. UK PARLIAMENT WEEK**

It was agreed by all to register to be involved with UK Parliament Week which is to take place between the 13-19 November 2017.

#### **18. PLANNING NOTIFICATIONS RECEIVED**

18.1 Breckland Local Plan Pre-submission Publication will be considered with a view to comments being agreed at the Town Council meeting on September 26<sup>th</sup>.

18.2 3PL/2017/0988/HOU – Single storey extension with room in loft. Flat roof dormer to side – 40 Churchill Close, Watton

No objections

18.3 3PL/2017/1017/HOU – Proposed front, rear and side extension to single storey dwelling – 17 Green Oak Road, Watton

No objections

Application 3PL/2017/0872/F is for amended plans for development of a pair of semi-detached dwellings at Akrotiri Square, Watton. It was agreed the Council would register the same concerns with this application as with the previous application made for the site.

**19. It was agreed to pass a resolution to exclude the public and press to update on staffing matters:** report given relating to recruitment of Town Operative/Market Supervisor. Six candidates have been shortlisted and interviews are to take place on September 18<sup>th</sup>.

The Council was made aware of correspondence relating to removal of seats in Harvey Street. It was noted that the Town Council was supportive of the report made by the Police Architectural Liaison Officer relating to measures to address anti-social behaviour in the area.