

Minutes of the meeting of WATTON TOWN COUNCIL held on

Tuesday 23rd February 2016 at 7.00 pm

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

Councillors Present: Ken Birch Chairman, Beryl Bunning – Vice-Chairman, Kevin Abbott, Peter Bishop, Keith Gilbert, John Rogers, Maureen Roy.

Officers Present: Jane Scarrott Town Clerk, Michelle Craigie

Eastern Daily Press reporter also in attendance.

1. APOLOGIES

Apologies received from Margaret Holmes.

2. DECLARATIONS OF INTERESTS MADE

Keith Gilbert declared a personal interest in item 11.

3. CONFIRMATION OF MINUTES 09.02.16

The following amendments will be made to the minutes of the Council Meeting held on Tuesday 9th February 2016:

- To add “by 1st May 2016” to the final paragraph of item 6.1 on page 57.
- To add “that VAS signs can be located on any lamp post within the 30mph speed limit zone as agreed by Norfolk County Council Highways Department”.

Agreed but with two abstentions.

The minutes to be signed by the Chairman once amended.

John Rogers requested that it be minuted that he is not happy with the reserve figures accepted at the meeting on 09.02.16.

Discussion took place regarding the s106 agreement relating to the Bennett’s development along the Norwich Road which, at present, is not being honoured. The original agreement was that 10.5 acres of land would be given as recreational land but the land has yet to be relinquished. It was agreed by all that investigation will be made regarding this delay and that the Eastern Daily Press would be invited to publicise the concern.

4. REPORTS

4.1 Chairman’s Report

The Chairman had nothing to report.

4.2 Vice-Chairman’s Report

The Vice-Chairman gave an update regarding plans for the Queen’s 90th birthday celebration to be held on April 24th 2-5pm.

Publicity for the event is needed and information will be made available on the Town Council website including an application form for the cake bake competition. A Facebook page will also be created.

Roy Ivory has offered to provide a public address system and Dan Fishlock offered to organise a treasure hunt for the afternoon. Phoenix Pipe Band (Cllrs Stan Hebborn, Sue Hebborn and Jennie Fishlock are members) has offered to play at the event and the following other Councillors offered to assist on the day: Ken Birch, Beryl Bunning, Richard Crabtree, Maureen Roy and John Rogers.

4.3 Police Report

No Police present.

4.4 County Councillor Report

County Councillor not present.

4.5 District Councillor Report

Cllr Gilbert reported that the Department of Works and Pensions will be moving into Elizabeth House, Dereham as services are being brought under one roof.

Cllr. Gilbert recently attended a Breckland Planning Committee meeting where he spoke against further development in the town. It was noted however an application for 98 new dwellings was given permission.

A reminder was given that a public hearing will take place at the Queen's Hall, Watton on March 8th relating to the proposed development on Thetford Road.

4.6 Clerk's Report

A copy of the written report presented is filed.

Verbal update given:

- A draft Tree Preservation Order relating to Gilman's Drift has been received.
- The Council was unsuccessful in the recent application to the Eastern Daily Press Community Chest for funding for a possible pump track.
- Fly the Flag for the Commonwealth will take place on March 14th 2016. Whether the flag can be flown from the clock tower will depend on the result of the building survey report scheduled for March 1st.
- Notification has been received that an Eighth Army Exhibition may be held display in the town in September 2016. A request to house the exhibition in Wayland Hall may be forthcoming.
- The Council can engage a trainer to deliver a bespoke evening session of training for the whole Council at a cost of £200. This was agreed in principal but it will be a future agenda item to confirm.
- Breckland Council is to release a small amount of funding to the five market towns in Breckland. Certain criteria to support the market towns will need to be met and funding will need to be used on projects which have been specified within the town's agreed Action Plan as part of the emerging Market Towns

Initiative Project. Discussions will need to take place with the Chamber of Commerce and Wayland Partnership.

5. PUBLIC PARTICIPATION

No members of the public were present

6. ACCOUNTS

6.1 Payments for February

All agreed approval of payments for February as presented

6.2 Bank Mandate

All agreed to request removal of Janet Brown as a cheque signatory to be replaced by either Keith Gilbert or Peter Bishop.

6.3 Cemetery Management Course

It was agreed by 7 votes for with 2 against and one abstention that Michelle Craigie and Maureen Roy would attend Cemetery Management Training on March 18th. This was a revision of the original decision taken on January 29th as it was felt the course would be beneficial to assist understanding of the Council's responsibilities as a burial authority.

7. JUBILEE GARDENS

It was agreed that Jubilee Gardens should be opened for the Queen's 90th birthday. This matter will be an agenda item at the next Full Council meeting when a decision will be made on seats to be purchased for the garden. An official opening date will also be set.

A working party will be established of volunteers willing to undertake some general maintenance and re-planting and consideration will also be given to repairing the fence.

8. GRIEVANCE & DISCIPLINE POLICY

All were in favour of accepting the policy as presented.

9. WATTON SPORTS ASSOCIATION

A letter has been received from Watton Sports Centre requesting support from the Town Council for a funding application submitted to Breckland Council to replace lights on the playing field used by the Juniors.

The Council showed concern that s106 funding may be lost to the Council if this scheme is supported and thus it was felt more information is needed regarding available funding. A request will be made to Breckland Council for an officer to attend a Town Council meeting to explain the current position with regard to s106 agreements.

10. WATTON MUSEUM

It was agreed with 9 in favour and three abstentions that the Museum 4 Watton could undertake a survey regarding possible use of rooms at Wayland Hall.

11. GRANT APPLICATION

All in favour that a grant of £500 be given to the Queen's Hall.

12. RISK MANAGEMENT PROCEDURE

All in favour of accepting the Risk Management Plan as presented.

Maureen Roy will continue to work with the Clerk to review current risk management practices and further policies and procedures will be implemented as needs become identified.

13. PLANNING NOTIFICATIONS

13.1 Application for consideration:

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

The Town Council would support the views of Carbrooke Parish Council and would be in favour of the development providing the community centre is provided.

13.2 Decision notices received:

- 3PL/2015/1330/F – permission granted for installation of an external walkway and change of use of building to a veterinary office and practise at Knotts Yard, Unit 2, Griston Road, Watton.
- 3PL/2015/1366/F – permission granted for installation of ATM and replacement glazing and fascia signs at Co-op, High Street, Watton.
- 3PL/2015/1497/F – permission granted for single storey front and side extension at 3 Portal Avenue, Watton.
- 3PL/2015/1477/F – permission granted to demolish detached garage and erect single storey side extension at 4 East Road, Watton.
- 3PL/2015/1467/F – permission granted for erection of dwelling (revised scheme, retrospective) at 2 Southview Close, Watton
- 3PL/2015/0011/F – permission granted for garage conversion and side extension at 18 William Close, Watton.

14. 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.

14.1 It was agreed by all to add 1 hour per week to the Handyman contract as from April 1st.