

Minutes of the meeting of WATTON TOWN COUNCIL held on

Tuesday 26th April 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, Peter Bishop, Richard Crabtree, Daniel Fishlock, Keith Gilbert, Stan Hebborn, Sue hebborn, Margaret Holmes, John Rogers, Maureen Roy.

Officers Present: Jane Scarrott Town Clerk

Eastern Daily Press reporter also in attendance.

1. APOLOGIES

Apologies received from Jennifer Fishlock.

2. NO DECLARATIONS OF INTERESTS MADE

3. CONFIRMATION OF MINUTES 12.04.16

The minutes of the meeting held on April 12th 2016 were unanimously agreed as a true record of the meeting and were signed by the Chairman.

4. REPORTS

4.1 Chairman's Report

The Chairman has attended the following:

- 15th April – Watton Town Council Chairman's reception
- 16th April – Youth Centre Army Cadets thank you event
- 18th April – Checked Town Ambulance with Good Companions
- 19th April – Charlotte Harvey Trust meeting
- 21st April – Watton Town Meeting
- 24th April – Queen's Birthday Celebration

4.2 Vice-Chairman's Report

The Vice-Chairman has attended the following:

- 15th April - Watton Town Council Chairman's reception
- 17th April– Watton in Bloom judging
- 18th April – Happy Project meeting
- 19th April - Charlotte Harvey Trust meeting
- 21st April – Market Towns Initiative meeting, Watton Town Meeting
- 24th April - Queen's Birthday Celebration

The Vice-Chairman gave a report of the event held on April 24th to celebrate the Queen's 90th Birthday. The lack of public attendance at the event was disappointing but those who were present experienced a good afternoon. Thanks were voiced to Beryl for organising the event and to the Phoenix Pipes and Drums for performing. Others who sponsored or supported the afternoon will be sent letters of thanks.

4.3 Police Report
No Police present.

4.4 County Councillor Report
County Councillor not present.

4.5 District Councillor Report

Keith Gilbert reported that he had attended the Breckland Council planning committee meeting on April 25th where the Mallard Way proposed development for 177 houses was considered and refusal of planning permission agreed.

Residents in Breckland will soon receive a new publication which is being launched to give information about changes Breckland Council is making to its services, how they are delivered, and how people can access them.

The publication, called Transforming Breckland, will be sent to all households in the district from the end of April. It contains news and information about Breckland's services, key projects, and the support the council provides.

4.6 Clerk's Report
A copy of the written report presented is filed.

5. PUBLIC PARTICIPATION

No members of the public were present.

It was noted that Town Council meetings are open to the public who are welcome to attend.

A suggestion was made to consider use of local caterers for future receptions.

6. ACCOUNTS

Payments for April

All agreed approval of payments for April as presented.

6.1 Hospitality for Watton Twinning Association Visit on May 14th 2016

It was proposed that £50 be allocated to provide refreshments for the Twinning Association visit to the Town Hall on May 14th 2016. Richard Crabtree, Margaret Holmes and Keith Gilbert declared an interest in this matter as members of the Twinning Association but all those voting agreed with this proposal, with one abstention from Ken Birch.

7. DISPOSAL OF TOWN COUNCIL MINIBUS

It was agreed by all that an independent valuation should be obtained for the Town minibus.

8. INSPECTION OF TOWN COUNCIL ASSETS

Dates will be offered for arrangement to be made for Councillors to take a look around the town at areas that are the responsibility of the Town Council.

9. BRECKLAND MARKET TOWN INITIATIVE

Councillors had previously been presented with a report regarding the Market Town Initiative compiled by Cassie Mant, Breckland Council Business Growth Manager. The project objectives include provision of an agreed Action Plan to set out a specific vision for the town which will be supportive of attracting new businesses and visitors to the area. An initial meeting has taken place with Cassie Mant and a second meeting to include other possible partners is scheduled for April 28th.

Suggestions of projects which could enhance the town were considered and include the following:

- Replacement of litter bins
- Replacement/refurbishment or further provision of hanging baskets and flower tubs
- Establishment of The Museum4Watton
- Publishing of adverts/articles to promote businesses
- Enhancement of cycle ways and provision of cycle racks

All were in favour of taking the ideas forward to the meeting on April 28th.

10. OUTDOOR PLAY EQUIPMENT DC11 FUNDING

Breckland Council has funds available of £11040 for provision of play equipment in Watton.

Consideration was given to how the money might be used and further research will be undertaken with regard to possible siting of outdoor gym equipment at Jubilee Garden, the Youth & Community Centre or any of the current play areas.

It was noted a pump track is still a suggestion for use of the field at the Youth & Community Centre but this would need agreement from the Charlotte Harvey Trust and most likely planning permission.

It was agreed by all to submit an outline proposal for DC11 funding for the provision of outdoor adult gym equipment at Jubilee Gardens subject to the relevant permissions being obtained and if this site is not feasible to locate such equipment at the Lovell Gardens Play Area.

11. PLANNING NOTIFICATIONS

Application for consideration:

11.1 3PL/2016/0425/LB and 3PL/2016/0424/HOU – Front and 2 storey extension at Rosepip, 3 Harvey Street, Watton

No objections raised

11.2 3PN/2016/0025/UC– Change of use of first floor office (B1) to children's day care (D1)

No objections raised

11.3 3PL/2016/0375/VAR– Removal of condition 6 on 3PL/2014/0030/D - before commencement of works (Boundary Screening)

No objections raised

11.4 3PL/2016/0421/HOU – rear single storey extension 90 Norwich Road, Watton
No objections raised

12. 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.

12.1 PENSION SCHEME

Councillors were presented with a report (copy filed) relating to the provision of a workplace pension scheme for eligible staff. The enrolment duties for Watton Town Council start on November 1st 2016 and it was thus **agreed by all** except Ken Birch that **enquiries should be made regarding an application to join the Norfolk Local Government Pension Scheme.**

12.2 RECOMMENDATIONS FROM HR WORKING GROUP

Councillors had previously been presented with copies of the notes from the HR Working Group meetings held on 05.04.16 and 18.04.16 and a proposal was put forward that the Clerk should receive a rise of one point on the NJC recommended pay scale as from May 5th 2016.

This proposal was accepted by 9 votes for and 2 against.

It was agreed by all that the contracts for the Clerk and Administration Assistant positions will include the clause that if work is undertaken beyond normal working hours then time in lieu may be taken as agreed with the Council and that manual workers will be paid for hours worked above their normal working hours as agreed by the Council. The rate at which extra hours will be paid to be as recommended by the Working Group (copy of recommendations filed).