

Minutes of the meeting of WATTON TOWN COUNCIL meeting held on

Tuesday May 8th 2018 at

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

Councillors Present: Tina Kiddell – Chairman, Peter Bishop, Beryl Bunning, Daniel Fishlock, Jane Fountain, Keith Gilbert, Stan Hebborn, Sue Hebborn, Margaret Holmes, Kathryn Stallard, Jake Tinsley, Patricia Warwick.

Officers Present: Jane Scarrott Town Clerk

#### 1. ELECTION OF CHAIRMAN

Tina Kiddell was nominated and seconded as Chairman and with no further nominations duly elected.

#### 2. CHAIRMAN SIGNED DECLARATION OF ACCEPTANCE OF OFFICE

#### 3. OUTGOING CHAIRMAN PRESENTED WITH PAST CHAIRMAN BADGE

#### 4. APOLOGIES

Apologies received from Gavin Maby. Apologies also received from District Councillor Michael Wassell and County Councillor Claire Bowes.

#### 5. DECLARATIONS OF INTERESTS MADE

Beryl Bunning declared a personal interest in item 10.3

#### 6. ELECTION OF VICE-CHAIRMAN

Pat Warwick was nominated and seconded as Vice-Chairman and with no further nominations duly elected.

#### 7. CONFIRMATION OF MINUTES 24.04.18

The minutes of the meeting held on April 24th 2018 were agreed as a true record of the meeting and were signed by the Chairman.

#### 8. REPORTS

##### 8.1 MAYOR'S UPDATE/INTRODUCTION

A copy of the new Mayor's introductory report is filed.

##### 8.2. CLERK'S REPORT

A copy of the written Clerk's Report as submitted to Councillors prior to the meeting is filed. Verbal update given:

- Notification of upcoming training events will be shared with Councillors and attendance will be considered by the Finance and HR Committees. □ Lloyds Bank Manager has contacted the Council in response to a letter sent regarding the planned closure of the Lloyds branch in Watton. This is a useful contact for information and for concerns to be passed through.

- Breckland District Council has agreed to provide interim support in Watton for 12 months before finally ending its presence office in the town. Options are currently being investigated regarding how this support will be offered. □ Correspondence received from the Wayland Agricultural Society regarding the Mayor's invitation to the Wayland Show has been copied to Councillors and a response has been sent.

### 8.3 NEIGHBOURHOOD PLAN UPDATE

Verbal report given by Jane Fountain to be copied to Councillors. Copy filed.

### 9. PUBLIC PARTICIPATION

No matters raised.

### 10. FINANCES 10.1 INSURANCE

It was agreed to accept the renewal of Watton Town Council Insurance Policy at a cost of £6001.58

### 10.2 ANNUAL SERVICE OF WATTON TOWN CLOCK

Two quotes have been received to undertake the annual service of the Town Clock. However it was agreed this matter will be an agenda item again once quotes have been obtained to fit an electric motor to the clock mechanism

### 10.3 TWINNING VISIT

It was agreed with 1 abstention to provide five bottles of wine for the get together of 'The Twinners' to be held at Wayland Hall on May 20th 2018.

### 11. FINANCE COMMITTEE

#### 11.1 MEMBERS OF THE FINANCE COMMITTEE

Members of the Finance Committee: Kathryn Stallard – Chairman, Peter Bishop, Daniel Fishlock, Sue Hebborn, Tina Kiddell, Pat Warwick – agreed by all.

#### 11.2 TERMS OF REFERENCE FOR THE FINANCE COMMITTEE

The Terms of Reference as presented were agreed by all.

### 12. HR COMMITTEE

12.1 Members of the HR Committee are: Peter Bishop – Chairman, Margaret Holmes and Pat Warwick with Stan Hebborn as the nominated reserve member – agreed by all.

#### 12.2 TERMS OF REFERENCE FOR THE FINANCE COMMITTEE

The Terms of Reference as presented were agreed by all.

### 13. WAYLAND HALL ROOF

Satisfactory references have been received for the preferred contractor previously chosen to undertake work to the roof of Wayland Hall. It was thus agreed that the quote obtained will be accepted.

#### 14. LEASE OF LAND SITUATE AT SAHAM ROAD

Land situate at Saham Road is leased by the Town Council to a tenant who is about to sell adjacent property and transfer the leased property to the buyers if this request is granted by the Town Council. The term of the Lease granted in 1990 has expired and consideration will be given to granting a new lease. The Watton Relief in Need Charity is also in a similar position regarding land they lease and it was agreed by all that the Town Council should work with Watton Relief in Need to establish the best course of action for renewal of the leases. Once more information has been obtained the Council will consider the options.

#### 15. BARK SAFETY SURFACE

A price is being sought to purchase bark to replenish the safety surface at the Sports Centre Play Area. It was agreed this is a necessary expenditure and bark will be purchased with agreement to be obtained from the Finance Committee if the cost is above £500.

#### 16. PLANNING APPLICATIONS

16.1 To Modify S106 agreement on 3PL/2015/0219/F & APP/F2605/W/15/3140922 in respect of the affordable housing table, part 2, page 18. Hopkins Homes Land West of Saham Road Watton - application has been considered by Breckland Planning Committee

16.2 Proposed new boundary to dwelling. New access off 62 Dereham Road, Watton for access to field. 3PL/2018/0475/F

Town Council will register an objection as it was felt this extension will be into agricultural land and that visibility would be an issue on to the Dereham Road.

16.3 Proposed Single Storey rear extension and conversion of loft to 2 bedrooms  
125 Brandon Road Watton 3PL/2018/0487/HOU  
<http://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2018/0487/HOU>

No objections raised

17. A resolution was passed to exclude the press and public to update on confidential matters relating to current legal matters

17.1 Recent issues relating to use of the Cemetery have been dealt with as agreed by the Town Council. Legal costs may result in the need to vire money in the 2018/19 budget and this will be considered by the Finance Committee.