

Minutes of the meeting of WATTON TOWN COUNCIL held on

Tuesday 9th 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

PCSO Eglan gave an update from the Safer Neighbourhood Team prior to the start of the meeting. The recent Safer Neighbourhood Team meeting set a priority to continue to monitor the occurrence of anti-social behaviour in Carbrooke and it was noted that although cycling on the pavement will still be tackled when witnessed it is no longer a set priority.

**1. APOLOGIES**

Apologies received from Richard Crabtree, Daniel Fishlock, Jennie Fishlock, Margaret Holmes, Stan Hebborn and Sue Hebborn.

**2. NO DECLARATIONS OF INTERESTS MADE**

**3. CONFIRMATION OF MINUTES 26.01.16**

The minutes of the Council Meeting held on Tuesday 26<sup>th</sup> January 2016 were agreed as a correct record and signed by the Chairman.

**4. REPORTS**

**4.1 Chairman's Report**

The Chairman attended the town pantomime on February 3<sup>rd</sup>.

**4.2 Vice-Chairman's Report**

The Vice-Chairman also attended the pantomime and a Wayland Partnership Business Breakfast on January 29<sup>th</sup>.

**4.3 Clerk's Report**

A copy of the written report presented is filed.

Points raised:

- Councillors Bishop, Gilbert and Roy, together with the Clerk, will attend a meeting with Police Inspector Papworth to be held at Watton Police Station on February 17<sup>th</sup> at 1.15pm.
- It was noted that Saham Toney Parish Council has applied to Breckland Council for designation of a Neighbourhood Plan area.
- Notice of a planning consultation relating to a development of 106 dwellings and a community centre off Lancaster Avenue, Carbrooke has been received.

## **5. PUBLIC PARTICIPATION**

No members of the public were present

## **6. ACCOUNTS**

### **6.1 Allocation of reserve funds**

**It was agreed by all, with one abstention, to allocate the reserve funding of £177261 as follows:**

Playground maintenance	£25000
Tree works	£4000
Cemetery Extension	£40000
Clock Tower	£10000
Public Toilet maintenance	£94000
Maintenance of Wayland Hall	£4000

### **Future of the Town Council Minibus**

**All were in favour of the Council ending the provision of a minibus service.**

This matter has been extensively considered previously and the conclusion has been reached that, as the original reason for the minibus service no longer exists and usage by Watton residents is negligible, it is not financially feasible for the Town Council to supplement the cost of the bus.

It was agreed that discussions will be opened with users of the bus to help decide how the bus will be disposed of, by May 1<sup>st</sup> 2016.

### **6.2 Appointment of Internal Auditor**

**It was agreed by all that Auditing Solutions Ltd would be engaged to undertake the Town Council Internal Audit in 2016.**

### **6.3 Consideration of allocation of s106 Recreation Contribution**

It was agreed that investigation would be undertaken to look at the possibility of provision of a Pump Track at the Charlotte Harvey land in Harvey Street.

Breckland Council will be approached to establish if the s106 funding currently available can be used for this purpose.

It was agreed by all to get this project under way if finance is likely to be available and enquiries will be made with regard to plans being drawn with a view to submitting a planning application.

### **6.4 Lease of Thetford Road Allotment Site**

**It was agreed by all to proceed with the extension of the lease of the land for the Thetford Road Allotments and a solicitor will be engaged.**

**6.5 It was agreed by all that £100 could be spent to trim the hedge at Church Walk.**

### **6.6 Society of Local Council Clerk's (SLCC) Conference**

**It was agreed by all that the Clerk, the Administration Assistant and one Councillor could attend the SLCC Regional Conference on April 20<sup>th</sup> at a cost of £158 plus VAT plus travel costs.**

## **6.7 Vehicle Activated Sign**

The application for Parish Partnership funding to provide a mobile Speed Activated Sign which can be positioned on each of the main roads into the town is progressing. Lamp posts where the signs will be located have been agreed with Highways and it is recommended enough brackets be purchased so a set can remain on each lamp post rather than being moved at each change of siting of the sign.

Locations initially agreed will see the signs positioned to face traffic entering the town. A suggested future location could be along the Dereham Road to face traffic leaving the town. Signs can be located on any lamp post within the 30mph speed limit zones as agreed by Norfolk County Council Highways Department.

Brackets cost £50.00 per additional set. SAM portable sign £2800.00 with the ability to record data an extra £250.00

£4000 had been allocated in the 15/16 budget to pay for these signs.

**It was agreed with 1 abstention to purchase 4 sets of additional brackets.**

## **7. WEBCASTING OF TOWN COUNCIL MEETING**

It was agreed that an offered free trial for webcasting of a Town Council meeting should be accepted.

## **8. GRANT APPLICATION**

**All were in favour that a grant of £500 be given to the Army Cadet Force as applied for.**

## **9. GRANT APPLICATION**

**5 in favour (2 abstentions) that a grant of £250 be given to Age UK Norfolk.**

## **10. SICKNESS & ABSENCE POLICY**

**With 1 abstention all were in favour of accepting the Sickness & Absence Policy as presented.**

## **11. TRAINING POLICY**

**All were in favour of accepting the Training Policy as presented.**

**It was also agreed by all that the Handyman should attend Play Area Inspection Training on March 16<sup>th</sup>.**

## **12. BRECKLAND LOCAL PLAN**

**The minutes of the meeting held on February 2<sup>nd</sup>, when the Town Council composed responses to section 7 of the Preferred Directions Part 1 document of the emerging Local Plan consultation, were agreed as a correct record and signed by the Chairman.**

The Council considered the emerging site options for Watton in the Local Plan and the following comments will be submitted as part of the Breckland Council consultation:

Site LP[104]001 – Reasonable as small future development with access from the Norwich Road NOT any access via Church Walk.

Site LP[104]002 – Unreasonable. The Town Council supports Breckland Council's refusal of planning permission for development of this site.

Site LP[104]003 – Part unreasonable as 10.5 acres of the site must be classified as green open space (s106 agreement). Some suitable development in keeping with the area could be considered reasonable.

Site LP[104]004 – Site already under construction.

Site LP[104]005 – Unreasonable as the site is situated in an area of high landscape sensitivity due to the proximity to Wayland Wood SSSI.

Site LP[104]006 – Site already has permission for 98 houses.

Site LP[104]007 – Unreasonable as no adequate access to the site.

Site LP[104]008 – Unreasonable. The Town Council would not want to see development in what is open countryside. Development would be out of keeping.

Site LP[104]009 – Unreasonable – out of keeping.

Site LP[104]010 – Unreasonable due to issues with access and the close proximity to Wayland Wood SSSI.

Site LP[104]011 – Totally unreasonable with reasons as stated in the interim site assessment.

Site LP[104]012 – The site is currently in use as Watton Sports Centre and Playing Field. The Town Council as Custodian Trustee of Watton Sports Association had not been notified that this site had been submitted for consideration.

### **13. Agenda item to exclude the public and press unnecessary as no members of the public or press present.**

**13.1 It was agreed by all to accept the staff contracts for the Administration Assistant, Handyman and Cleaning positions as presented and recommended following the review undertaken by the HR sub-committee.**