

Minutes of the meeting of WATTON TOWN COUNCIL held on

Tuesday July 10th 2018 at 7.00pm

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

Councillors Present: Tina Kiddell Chairman, Beryl Bunning, Peter Bishop, Tina Cruz, Jane Fountain, Keith Gilbert, Stan Hebborn, Sue Hebborn, Margaret Holmes, Kathryn Stallard, Pat Warwick.

Officers Present: Jane Scarrott Town Clerk and Sue Dent, Projects, Events and Promotions Support Officer.

Also present: 3 members of the public.

1. APOLOGIES FOR ABSENCE RECEIVED AND ACCEPTED

Daniel Fishlock and Margaret Holmes.

2. NO DECLARATIONS OF INTERESTS MADE

3. CONFIRMATION OF MINUTES 26.06.18

The minutes of the meeting held on June 26th 2018 were agreed as a true record of the meeting and were signed by the Chairman.

4. REPORTS

4.1 Chairman's Report

A copy of the written report presented is filed. Verbal update given:

- Noted that Gavin Maby has resigned as a Town Councillor.
- The Police are to undertake a DIY SOS operation on Memorial Garden on August 6th. Councillors were asked to pass any suggestions for work to be undertaken to the Office.

4.2 Vice-Chairman's Report

- The Vice-Chairman visited the Open Gardens and Yard Sales.
- Noted that the Watton Character Appraisal is available on the Town Council website.

4.3 Clerk's Report

Written report submitted with agenda pack.

Verbal update given:

- Open Gardens Weekend considered successful. Noted that Jubilee Garden is in need of some care. It is hoped more emphasis can be made on the fact that this area is a community garden. Removing the fence at Jubilee Garden has been previously agreed and quotes to replace the fencing with posts will be sought.
- New Designated Public Place Order notices supplied by Breckland Council have been erected.
- Meeting date needs to be set with officers from Breckland District Council to update on the Officer's Mess106 agreement.
- Date needs to be set for Charity Trustee training to be delivered by Community Action Norfolk.
- Recent e-mail received from Wayland Partnership forwarded to Councillors. Meeting to be held on July 30th (TK, PW and SD to attend).



- Clerk has met with Breckland Youth Advisory Board Youth Worker Michelle Bibby who is keen to establish meetings to include students from Wayland Academy.

It was agreed by all to contribute £45.00 towards the Clerks attendance at the Society of Local Councils Clerks Regional Seminar.

4.4 Cemetery Working Group Report

A meeting of the Cemetery Working Group took place prior to the start of the Council meeting.

£1350 has been quoted to remove all trinkets, figures etc. from graves as current rules state that only 2 vases are permitted on any grave.

A recorded vote was requested which resulted in all but one vote for acceptance of this quote. Copy of the vote attached.

It was decided items removed will be stored in the Town Council storage unit rather than pay for storage containers to be hired. The amount quoted to hire storage units will be available should extra costs be incurred to transport items to the storage unit.

A second recommendation from the Cemetery Working Group was also proposed and agreed by all:

Due to the higher risk status of Watton Cemetery site resulting from the surrounding groundwater protection designated areas an in depth report is required and will be commissioned at a cost of £3600 before consideration is given to extending burial space. The Town Council will expect on site exploration and a definitive answer from the report regarding the prospects for future burials at the current site.

It was also noted grounds maintenance works are to be undertaken in the Cemetery in the autumn and that as the Cemetery Working Group (CWG) continues to address all matters relating to the Cemetery others will be invited to attend CWG meetings.

5. PUBLIC PARTICIPATION

It was commented that the car parking area which belongs to Breckland District Council adjacent to the Queen's Hall in Watton should be regularised and noted that Breckland District Council appear reluctant to release this land to any other body.

6. WATTON SPORTS CENTRE PLAY EQUIPMENT INSPECTION REPORT

It was agreed by all to accept the quote to undertake the maintenance work as outlined on the annual play equipment inspection report for the play area at Watton Sports Centre.

7. FINANCES

7.1 Budget Update presented was noted.

7.2 **It was agreed by all that £300 would be allocated to support the planned Food Festival to be held on September 8th 2018.**

7.3 **It was agreed by all to accept the quote of £250 for annual service of the town clock.**

8. FLAG POLES

It was agreed by all to accept, as presented, the procedure and risk assessment for erecting brackets and flag poles in the High Street.



9. RELATIONSHIP WITH LOCAL PRESS

It was noted that the Watton & Swaffham Times still gives little coverage to events in Watton and that the recent Open Gardens & Yard Sales Event was advertised a week after it had actually taken place.

People in the town did not realise the event was taking place although those from some distance away had seen notices in other sister papers. Sentiments will be passed to the editor of the Watton & Swaffham as it is felt local advertisers may not remain supportive of the paper if it is not reporting local Watton news.

10. OFFICER'S MESS S106 AGREEMENT

A date will be set for a meeting with officers from Breckland District Council who are dealing with the Officer's Mess s106 agreement.

11. PLANNING: To consider planning applications received for consultation

11.1 3PL/2018/0704/VAR – Moat House, Watton Green, Watton - Removal of agricultural condition from W7898

Objection to be submitted as no evidence to support application.

11.2 3PL/2018/0544/F – Happyfeet Day Nursery, St Giles Road, Watton - Change of use of part of existing car park to garden area for nursery, including 1.8 close boarded fence
Support

11.3 3PL/2018/0266/HOU – Mary Shanks Close, Watton - Erection of a canopy fitted to the rear of the property

No objections

11.4 3PL/2018/0189/VAR – Thetford Road, Watton - Variation of condition 16 on pp 3PL/2013/0510/F - relocation of play equipment to northern most area of public open space
Permission already granted

11.5 3PL/2018/0458/F - Thetford Road Watton - Conversion and extension to first floor office space to form 3 no. flats (2no. 1 bed and 1no. 2 bed) including external fabric alterations, ground floor to remain as retail/office space, various internal alterations

Comments noted as on previous application

11.6 3PL/2018/0067/F - Land adjoining Redhill Residential Park, Redhill Lane Watton - Further extension to the existing residential caravan park, comprising use of land for the siting of mobile home units, access and covered parking, infrastructure works and associated landscape planting.

Objection

Objections raised as in previous application. Town Council feels access is poor and the development is a drain on amenities.

11.7 3PL/2018/0768/F - Dereham Road, Watton - New detached dwelling

Objection- overdevelopment of site

12. Resolution passed to exclude the press and public to update on confidential matters relating to legal matters.

12.1 Research is ongoing relating to ownership of land and the responsibilities within Watton Churchyard and Cemetery. Next Cemetery Working Group meeting to be held 14th August 2018 @ 6.00pm.

All agreed a sign is needed informing that the water from the pump at the Cemetery is not fit for human consumption.

12.2 The Town Council will need access to the passage way between Wayland Hall and the King's Arms for work to be undertaken on the roof of Wayland Hall. So far no response has been received to a letter passed to the owners of the King's Arms regarding obtaining a key to the door to the passageway.



24.7.18

Chairman's report for the 10th July

May I take this opportunity to thank all that came to my civic service, I truly felt honoured to be working for this town and with you all.

Not too much to report today as we appear to be in a bit of limbo, waiting on all the replies of many loose ends, however I must say what a lovely event some of us went to here with the museum and the RAF 100 Baton Relay on the 28th June. It Highlights that we have, through development and oversight lost nearly all that is recognisable in the form of RAF WATTON. This is such a crying Shame, we have on our doorsteps what the public would like to see in the way of a tourist trail of wartime memories, how nice would it be if we could in some way try to attempt to bring live to this idea?

Along these lines came my idea of continuing with the Tommy's idea that Pat gave me months back.

Out of my mayoral allowance I have bought 6 Tommy's one to be placed in each pub in the town. It will be called TINAS TOMMY TRAIL people will be encouraged to go and find Tommy, buy him a pint and put the money in the legion tin, each pub can do their own promotion around this, bringing in relevant beers, I'd like to encourage people to pop along, find him, upload a pic to Facebook and read the information regarding the concept therefore commemorating and educating. The Tommy's will be given back to me for us to use repeatedly.

The weekend of the 30th passed in a blur. The engagement day at the Queens hall was very quiet, I took the decision to cancel our table as there was just not enough of us on the day to give it justice. However Pat and I mingled, and Tina came along too and was presented with an award for her volunteering work, well deserved as she was at the hospital translating for a gentleman earlier that morning, doing exactly what she was nominated for.

The open Gardens and yard sale were a huge success, as it was our first one I think we did well, it will be bigger next year of that I am sure.

Well Done to Rita and Keith.

Tina Kiddell

Market Health & Safety Report

To help provide evidence to possibly expand the market into Middle Street a Health & Safety Report has been booked for July 11th 2018 as a follow on from the market report conducted as part of the Neighbourhood Plan.

SLCC Conference

The Society of Local Council Clerks is holding its regional conference in Norwich this year. The small Council I also clerk for has offered to support my attendance by contributing half the attendance fee (total cost £90). Is Watton Town Council willing to contribute the remaining £45.00 please?

Projects, Events and Promotions Support Officer (PEPSO)

Sue Dent our new PEPSO will be starting on Tuesday 10th July.

Correspondence:

1. Norfolk ALC Newsletter - forwarded 03.07.18
2. PCC News Update June – forwarded 03.07.18
3. Norfolk Minerals and Waste Local Plan Review: Initial Consultation & Statement of Community Involvement consultation – fwd 03.07.18
4. The Cinnamon Trust Watton - fwd 03.07.18
5. Community Action Norfolk – Annual General Meeting Wednesday 11th July, 4pm.

Future Dates TO NOTE:

Wednesday July 11th - JS attending SLCC Conference

Thursday July 12th Finance Committee Meeting 11.00am

Wednesday July 18th HR Committee Meeting 3.00pm

Wednesday July 25th SNAP Meeting 2.00pm Fire Station



Watton Town Council

Voting record

Meeting Date10.7.18.....

Item Number4.4.....

For	Against	Abstain	Name
✓			Peter Bishop
✓			Beryl Bunning
			Daniel Fishlock
✓			Jane Fountain
✓			Keith Gilbert
✓			Stan Hebborn
✓			Sue Hebborn
			Margaret Holmes
			Alysha Houlder-Moat
	✓		Tina Kiddell
			Gavin Maby
✓			Kathryn Stallard
			Jake Tinsley
✓			Pat Warwick

Tina.C. Abstain

Item Number

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