

Minutes of the meeting of WATTON TOWN COUNCIL held on

Tuesday July 24th 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, Kathryn Stallard, Pat Warwick.

Officers Present: Jane Scarrott Town Clerk

Also present: Norfolk County Councillor Claire Bowes, PC Austin Clarke with another Police Officer, Helen Kemp Head of Westfield School and 3 members of the public.

1. APOLOGIES FOR ABSENCE RECEIVED AND ACCEPTED

Daniel Fishlock, Alysha Houlder-Moat, Sue Hebborn, Stan Hebborn and Margaret Holmes.

2. NO DECLARATIONS OF INTERESTS MADE

3. CONFIRMATION OF MINUTES 10.07.18

The minutes of the meeting held on July 10th 2018 were agreed as a true record of the meeting and were signed by the Chairman.

4. REPORTS

4.1 Chairman's Report

Verbal update given:

Once again, the market presence on Wednesday was invaluable to engaging with the community and brought up a lot of issues that I am trying to systematically tackle.

Thursday 12th July Jane and I met with PC Austin Clarke to go through the format of the DIY day on Monday 6th Aug. This day I feel will give a great visual of engagement with the community and will do a lot of good for the town moral. I would kindly like to ask as many Councillors as possible if they could try and pop along to help on the day - 10 till 4 pm.

13th July my mum and I went to the summer reception of Cllr Margaret Stone, Chairman of Norfolk County Council at Norwich Castle. This was a perfect opportunity for me to engage with other council chairmen to get Watton's name out there.

15th July I judged the Watton in Bloom with Brian Wykes. This was truly a lovely experience. It highlighted how much pride there is in Watton and I was privileged to be asked to do this.

Monday 16th July on my way for a few days break, Daisy, Fred and I were invited to the change of command ceremony at Lakenheath. This was totally amazing and gave us all an insight to the workings and dedication and loyalty that the Americans give to us all. I felt honoured to be there.

22nd July was the Sports Centre Car Show which was very well attended, and a huge success. I was able to give out the prizes which was lovely.

It was noted that the Market Health & Safety Report commissioned through the Neighbourhood Plan has been received. The Report will be circulated and it was agreed that the recommendation to use barriers rather than cones to help protect stall holders working close to the road will be followed and 10 easily moveable plastic safety barriers will be purchased.

4.2 Vice-Chairman's Report

The Vice-Chairman attended the Household Cavalry Event and the Car Show at Watton Sports Centre. She has also been active with Cllr. Jane Fountain undertaking volunteer work to enhance the Loch Neaton area.



4.3 County Councillor's Report

County Councillor Claire Bowers spoke to request that the Town Council re-visits its decision not to contribute towards the cost of putting in entrance gates and speed signs along the Thetford Road which could assist in encouraging speed reduction. The Norfolk County Council Highways Parish Partnership Scheme could provide part funding for this project should the Town Council decide to reconsider the gates.

Councillor Claire Bowes is using some of her Members budget to finance some safety measures along the Thetford Road including 30mph roundels to be painted on the road.

It was suggested the Town Council should look at the cost of the other suggested measures and whether a contribution could be made towards implementing the suggestions in the Report compiled by the Police Traffic Management Officer.

4.4 District Councillor's Report – District Councillor Keith Gilbert informed the meeting that all is quiet at Breckland District Council at present.

4.5 Police Report – PC Austin Clarke gave a verbal update relating to the crime statistics for the area. Local crime figures have seen little movement in the past two months.

PC Clarke also spoke of the speeding concerns along the Thetford Road and the parking and speeding issues outside Westfield School.

The School, parents and residents are raising concerns regarding road safety and in response a letter from the Police has been sent to parents of pupils at the school asking for co-operation in taking safety measures which could help alleviate the issues which have been raised. The School has also been taking steps to raise awareness and to create a no parking area around the school which would support a good safe walking environment.

PC Clarke was asked if he would provide evidence to show that erecting white entrance gates, as has been suggested for the Thetford Road, results in a decrease in traffic speeding.

4.6 Clerk's Report

Written report submitted with agenda pack.

4.7 Town Criers Report

The Town Crier had submitted a report proposing a Watton Town Crier Competition.

This was considered but it was felt that funding would need to be investigated. This could be a future possibility with the Projects, Events and Promotions Officer to be tasked with investigating feasibility.

5. PUBLIC PARTICIPATION

Concern was voiced regarding the proposed further investigative report for the Cemetery as it has been suggested there are flaws in the first report commissioned. Members of the public were asked to contribute relevant information to aid any future decision making. From March 2018 rules regarding limiting environmental impact and the management of burial grounds have been changing with more to follow and the onus will be on the burial authorities to undertake risk assessment with a view to obtaining a permit from the Environmental Agency.

It was queried whether the Church Road allotment land could be used to extend the Cemetery but it was explained there is a covenant on this land which will not permit the area to be used for any other purpose than for allotments.

6. FINANCE REPORT

The draft minutes from the Finance Committee meeting on 12.07.18 ^{were received.} ~~were accepted.~~ The following recommendations were presented and agreed by all:

- The Finance Committee will be tasked with drafting a Donations Policy.
- Watton Sports Association will be asked to provide a progress report, to include receipts, for the kitchen refurbishment project for which the Council has contributed £7000,

7. ACCOUNTS

7.1 The Budget Update and Bank Reconciliation were accepted as presented.

7.2 Payments for July 2018 were accepted as presented.

7.3 Consideration is being given to commissioning a second, more in depth report, regarding the future use of the Cemetery. One quote has been received to date and it was agreed other companies should be approached and any of those who may be considered for the work will be asked to meet with Councillors. The Council would want to commission a report which would include site visits and bore holes dug.

8. HIGHWAYS MATTERS

Prices will be sought for implementation of the suggested safety measures for Thetford Road and by Westfield School. It is likely County Councillor Claire Bowes may be able to financially support measures for Westfield School but Town Council financial support is also being requested, possibility as a Norfolk County Council Parish Partnership Scheme project. **It was agreed by all that a meeting will be arranged with interested parties**, including the local Highway Engineer, to consider the options further with a report to be brought back to Full Council.

9. TOWN CRIER TROPHY

As the Town Council does not have a safe place to publically display a trophy recently won by the Town Crier the Museum 4 Watton will be approached to see if there is space for it to be displayed in the museum.

10. PUMP TRACK

A site meeting has not yet been arranged to look at the possibility of providing a pump track in the town and it may be that another site option, as well as that originally suggested, could be considered. However, nothing more may be known now regarding an alternative site until the schools resume in September however.

11. PLANNING: To consider planning applications received for consultation

11.1 3PL/2018/0817/HOU - Two Storey Side Extension with Juliette Balcony - Slessor Close
No objections

11.2 3PL/2018/0657/HOU - Garage conversion with orangery and side porch extension to create one bedroom annexe - St Marys Close Watton

Permission already granted

The following additional application was also considered:

11.3 3PL/2018/0842/F – Proposed residential conversion to create four individual apartments 82 High Street, Watton

Watton Town Council feels this proposal will result in creation of a fragmented street frontage and that consideration should be given to whether this proposal is against Breckland retail planning policies.

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

12.1 Loch Neaton

It was noted that the current listed Trustees of the Loch Neaton Charity did not realise they are trustees and that no AGM has yet been held this year. An AGM is therefore now scheduled for August 9th at 6.00pm to be held at Wayland Hall and it was suggested that if Councillors became Trustees this could create an opportunity for the charity scheme to be amended.

12.2 Cemetery

The Chairman and Clerk have recently met with one of the local undertakers and it was requested that a written report of the meeting be compiled so Councillors could consider points raised. A suggestion has been made that the Council's Complaints Procedure should be reviewed.



Town Crier

Mike Wabe has a trophy and medal he won in a TC competition in Bishops Stortford where he came 2nd. He has asked if the TC would like to display them in the Council office?

External Auditors

Objections to the TC accounts have been submitted to the external auditors PKF Littlejohn LLP by a member of the public.

Project, Events and Promotions Support Officer (PEPSO)

Sue Dent started with us last week and has already been involved with obtaining permissions for the flags to be flown in the High Street and she has been tasked with looking at small sponsorship to provide materials for the Police DIY SOS day on August 6th and larger funding for the Festive Market and Fireworks.

Correspondence

1. Norfolk ALC Newsletter – e-mail forwarded 18.07.18
2. Kickstart Norfolk - Alternative Transport Provision for Individual Residing in Rural Communities across Norfolk - e-mail forwarded 18.07.18x
3. [file:///C:/Users/user/AppData/Local/Microsoft/Windows/INetCache/Content.Outlook/RN1UWYZQ/Battles-Over-Guide-1%20\(002\).pdf](file:///C:/Users/user/AppData/Local/Microsoft/Windows/INetCache/Content.Outlook/RN1UWYZQ/Battles-Over-Guide-1%20(002).pdf)
- Link to Battles Over Guide 100 years of Remembrance

Future Dates TO NOTE:

Wednesday July 18th HR Committee Meeting 3.00pm

Wednesday July 25th SNAP Meeting 2.00pm Fire Station

Friday July 27th Norfolk Day

Monday July 30th Wayland Partnership Meeting 7.00pm Broom Hall

Monday August 6th Police DIY SOS Memorial Garden

Wednesday August 8th Clerks quarterly meeting with Rob Walker Executive Director Place Breckland Council and South Holland District Council

Thursday August 9th Watton & Swaffham Partnership Meeting 10.30am Swaffham

Wednesday August 15th Scribe training and clock service

Friday August 17th Finance Committee Meeting 11.00am

Watton Town Council
Income for June 2018

	A	B	C	D
1				
2		Memorials	£230.00	
3		Market Rent	40.00	1824M
4		Market Rent	54.00	1825M
5		Market Rent	36.00	1827M
6		Market Rent	93.60	1823M
7		Market Rent	36.00	1830M
8		Market Rent	50.40	1828M
9		Market Rent	36.00	1822M
10		Rent 5, 13	40.00	
11		Photocopying	6.15	18/0039
12		VAT Return	11673.22	
13				
14		Total	£12,295.37	