

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, 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 HR 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.

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke at the end.

Chairman's opening speech

Firstly, may I say a huge thank you to Stan for voting for me to be his deputy last year, you are a hard act to follow.

May I also say a huge thank you to all of you that have voted for me to be your chairman and mayor of Watton. I feel truly humbled by your faith in me.

I will endeavour to do the best of my ability to engage with the public and to conduct our meetings with the respect and professionalism that they deserve.

It is my hope that the councillors with more experience than me will help me on this quest.

I have always felt that this council is like an extended family, one where in true family fashion we don't always agree on things but once in the pub in a social setting we can laugh together and get on.

Our united strengths in many differing areas are what make this council a good and strong one. It is this strength that we will draw on to continue to make the best possible decisions for this town, to move this wonderful town of ours into a forward thinking and united happy place, one where people want to get involved and work together.

It is through this council that I have made many good friends and I am so very happy that one of our small group of Jane Pat and myself who are affectionately known as the Witches of Watton is now my deputy. Thank you, Pat. Pat and I will work tirelessly for this town and will endeavour to raise as much money for my chosen charities as is humanly possible whilst also carrying out as many duties for council as we can.

My charities are, as you may expect, having worked with the first one for a few years my passion has always been to try to save it and help it rise up to new heights, I'm happy to report that is most definitely on the up..... THE SPORTS CENTRE. My second charity has to be LOCH NEATON, it needs as much help as we can give it as it truly is the jewel in our crown. I am adding a third one to my list as I feel that this group needs as much profiling as we can give it, as they do the most amazing job of helping people in great need and gives a special resonance to my heart, it is of course the DAISY PROGRAMME.

Lastly, I want to publicly thank my parents and children for their amazing support and patience in helping me get to where I am today. When I talk about a council being strong and working together this is because I have learnt how to be this way by my very strong family.

So, Onwards and upwards, and thank you all.

TINA KIDDELL

Chairman Watton town council.

Item 8.2 Clerk's Report

Training

- Finance Training is to take place at Wayland Hall on May 17th 10.00am – please let the Office know if you are attending
- It was agreed to engage Community Action Norfolk to undertake Trustee Training. The Offer is for a 3hr session for up to 20 delegates costing £300. Dates need to be considered but I would suggest a morning as soon as possible. Would Councillors be happy with a Thursday or Friday morning?

Norfolk Constabulary Project

A new project has been launched by Norfolk Constabulary's seven Engagement Officers in a bid to build stronger links with local communities.

Called 'Community SOS', they will as a group give up a day, when not on duty, to assist with a local project in their district.

The officers have been in post for a year, with their roles supporting existing community relationships by growing new local activities and providing enhanced visibility in every district. This is through the use of social media, Police Connect and frequent face-to-face meetings.

Additionally, the officers are supporting and increasing the use of Special Constables, Police Cadets, Police Support Volunteers, Neighbourhood Watch and Community Speed Watch schemes.

PC Amy Lucas is the Breckland Officer.

Community Projects were requested for the Engagement Officers to choose one project to help with in each district.

Watton has been chosen following submission of the request as below:

"If possible Watton Town Council would be keen for some assistance to tidy a roadside garden known as the Memorial Garden in Watton.

The area is located on the Thetford/Norwich Road crossroads on the corner of the B1108 and A1075.

Recently the TC has had an old gazebo removed from the garden at the request of the Police to ease viewing of the area.

To further open up the area it would be good for plants to be cut back and to improve the visual aspect it would be nice to see the seats and litter bin cleaned or painted. There is also an old cattle weigh bridge on the site which would certainly benefit from a clean.

The TC is currently working closely with Breckland Council on an initiative to get areas of the town looking better."

August 6th 2018 has been suggested as the date for this to take place.

The Council may be asked to supply materials if sponsors/donations cannot be obtained.

Citizens Advice Mid-Norfolk

Citizens Advice Mid-Norfolk has requested an agenda item along the lines of:

“To consider payment of budget line 30, grant funding to 'Citizens Advice Mid-Norfolk', formally 'Mid-Norfolk Citizens Advice Bureau' for the years 2016-17 and 2017-18 to include representation as requested at the Annual Town Meeting. The Council may wish to broaden the scope and consider future funding and any requirements for reporting.”

Research so far has discovered the following donations made by other Councils:

Carbrooke £0 in 17/18 but £100 the previous year

Ovington £75 17/18

Scoulton £55 17/18

Cranworth £0

Thompson £0

Swaffham £0

Dereham £4080 16/17

No information regarding use of the local CAB branch has been requested from the Citizens Advice Mid-Norfolk by the Town Council but it is suggested this should be obtained before this item becomes a future agenda item possibly for the Finance Committee in the first instance.

ShopAppy

Breckland District Council has requested a stall on the market on May 30th to promote ShopAppy. It has been suggested the new Mayor could be present in the market on that day too so the Town Council gazebo could be used by both Councils.

Casual Vacancy

An election has been requested to fill the one current casual vacancy on Watton Town Council. Nomination packs can be collected from the Town Council Office to be returned to the Monitoring Officer at Breckland District Council by 4.00pm 10.05.18 with an election date of 07.06.18.

Webinar

Barclays webinar booked: 'Is your business ready? – GDPR'. This intends to provide an insight into the new General Data Protection Regulation which is coming into force on 25th May 2018.

The session will cover:

- An overview of what GDPR is
- Why it is being implemented
- When it is being implemented
- What steps you will need to assist you in compliance

Webinar Details

Date: 14/05/2018

Time: 14:00

Duration: 30 minutes

If you would like to join this please contact the Office for more details

Correspondence not included elsewhere:

1. European Year of Cultural Heritage – e-mail forwarded to Councillors 01.05.18
2. Calor Rural Community Fund - e-mail forwarded to Councillors 01.05.18
3. Police Connect message - e-mail forwarded to Councillors 01.05.18
4. Norfolk Playing Fields Association Newsletter - e-mail forwarded to Councillors 01.05.18
5. Community Action Norfolk Newsletter - e-mail forwarded to Councillors 01.05.18
6. Norfolk Association of Local Councils – newsletters forwarded as received.