

Minutes of the meeting of WATTON TOWN COUNCIL held on

Tuesday October 9th 2018 at 7.00pm

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

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

Officers Present: Jane Scarrott Town Clerk

Also present: County Councillor Claire Bowes and 4 members of the public.

1. APOLOGIES FOR ABSENCE RECEIVED AND ACCEPTED from

Daniel Fishlock, Colin Hay, Alysha Houlder- Moat and Margaret Holmes.

2. NO DECLARATIONS OF INTERESTS MADE

3. CONFIRMATION OF MINUTES 25.09.18

With accepted amendment, the minutes of the meeting held on September 25th 2018 were agreed as a true record of the meeting and were signed by the Chairman.

Amendment: The report presented by County Councillor Claire Bowes was left as a written report to be shared with Watton Town Councillors. The report contained information not disclosed during her verbal presentation.

4. REPORTS

4.1 Chairman's Report

Written report circulated as part of agenda pack.

- The Chairman expressed condolences to the family of Jon Collins for their recent loss in a tragic industrial accident. Neighbours have established a Just Giving page to support https://www.justgiving.com/crowdfunding/bravelovingmangonetoooon?utm_term=7xX5RZK2E
- The Chairman had attended a cocktail party on 06.10.18 at St. Mary's Church organised to raise awareness of the need for a family worker in the town.
- A link to the consultation regarding the future of the Children's Sure Start Centres in the county has been posted on the Watton Town Council website www.wattontowncouncil.gov.uk. All are encouraged to take part in the consultation. It was noted that public drop in sessions relating to the proposals to cut the number of Sure Start Centres are to take place around the County. The closest to Watton being Dereham on October 15th and Wymondham on October 29th.
- The Council has received positive feedback for the floral displays in the town and a suggestion has been made that consideration should be given to entering the "In Bloom" competition.
- The Chairman attended the Justice Service at Norwich Cathedral on 07.10.18.

4.2 Vice-Chairman's Report

No report given.

4.3 Clerk's Report

Written report submitted with agenda pack.

Verbal update given:

- A meeting is being held on 11.10.18 with John Mullen Breckland District Council Market Towns Initiative Project Co-ordinator to finalise funding for 10 market stalls to be shared between Watton and Swaffham and to discuss possible use of s106 money which could be available to help fund other projects that would support the Market Town Initiative.
- Breckland District Council (BDC) has issued a Breach of Condition Notice to Hopkins Homes in relation to construction works being carried out outside the controlled working hours.
- Notification has been received that Watton Town Council no longer manages the Golf Club land on behalf of BDC.
- Norfolk County Council has confirmed that the street lights in the High Street are scheduled to be repainted in 2019.
- Dates for Councillors to attend informal meetings held by Norfolk Association of Local Councils will be forwarded to Councillors.

5. PUBLIC PARTICIPATION

A resident of West Road was present to voice concern with the issues of litter and cars parking in West Road which appear to be associated with the nearby Junior School.

The Town Council is liaising with the appropriate authorities regarding these issues and will again consult with Norfolk County Council Highways. Enquiries will be made regarding use of the traffic wardens.

A query was raised regarding the possible transfer of open space land at the former RAF Officer's Mess site to the Town Council as part of a section 106 agreement. This matter is ongoing awaiting further consultation with Breckland District Council.

6. FINANCE COMMITTEE

6.1 The draft minutes from the Finance Committee meeting held on September 28th were noted.

6.2 The Donations Policy was accepted as presented.

6.3 The amendments to the Grant Policy were accepted as presented.

6.4 The rewording of the Expenses Policy was accepted as presented with the policy to be re-considered at the next meeting of the Finance Committee.

6.5 The Council acknowledged the notice from the External Auditors regarding non-completion of the Annual Governance & Accountability Return for Watton Town Council for the year ended 31 March 2018. The notice has been posted and the Council is awaiting completion of the audit.

7. CEMETERY

7.1 All were in favour of accepting the notes from the meeting of the Cemetery Working Group held on September 25th 2108.

7.2 The Terms of Reference for the Cemetery Working Group were ratified.

7.3 The Cemetery Action Plan was accepted by all. The Chairman of the Cemetery Working Group gave a verbal update of the plan:

- The planned ground improvements works at the Cemetery are scheduled to begin the last week in October and should be completed by Christmas. Tree stumps are to be removed as part of the work but it may be that due to the close location of some roots to graves, one or two stumps will be left in situ.
- A review of the rules of the cemetery is planned with the possibility that views can be sought through the Watton Neighbourhood Plan questionnaire.

8. PARISH PARTNERSHIP SCHEME

County Councillor Claire Bowes has offered to contribute 50% funding, using part of her members allowance for small highway improvements, towards two highway safety schemes in the town. Norfolk County Council Parish Partnership Funding would fund the other 50%. Scheme 1 would provide a flashing speed sign outside Westfield School and Scheme 2 would provide highway entrance gates along the Thetford Road. Any application to the Parish Partnership Scheme would need to be made by the Town Council and thus the Town Council was asked to consider submitting the two applications.

It was resolved with 7 votes for, 2 against and 2 abstentions, to apply to the Parish Partnership Scheme to supply a flashing 20mph speed warning sign near Westfield Junior School with the 50% parish funding being made by County Councillor Claire Bowes.

It was resolved with 4 votes for and 6 against (1 abstention) not to apply for entrance gates along the Thetford Road.

9. BULB PLANTING

A working party may be needed to plant bulbs around the town. Church Walk is a favoured location for the bulbs with concentration suggested around the entrance to the nursing home. Enquiries will be made by Darren Tortice as to whether a working party can be supplied by Wayland Prison to assist with the planting.

10. PLANNING: response to planning applications received for consultation

10.1 3PL/2018/1124/LB - Wayland Hall, Watton Town Council Middle Street Watton IP25 6AG - Erection of 2 flag poles to exterior of building. Poles are telescopic aluminium flagpoles, adjustable up to 2.5m with a gold finial. Designed to fly 5ft x 3ft flags
Noted

10.2 3PL/2018/1134/LB - Clock Tower High Street Watton IP25 6AE - Brackets and pole to be fitted to front of Clock Tower building to enable commemorative flag to be flown on occasions. Approx. height from ground 4 meters.
Noted

10.3 3PL/2018/0842/F - High Street Watton IP25 6AH - Proposed residential conversion to create three individual apartments
Approved

10.4 3PL/2018/0098/F - Paddock Close Watton IP25 6YD - Erection of Summer House for Beauty Business Use (Sui Generis)
Approved

10.5 3PL/2018/1081/LB - Dereham Road Watton IP25 6ER - Alterations and part demolition of elements of a listed building together with internal changes to the layout and detail alterations including front porch and canopy re-design
No objections raised

11. Resolution passed to exclude the press and public to update on confidential matters 11.1 Matters relating to the Cemetery

It was agreed by all, with one abstention, that interment of ashes would be permitted in a grave purchased for burial but that no additional marker should be placed on the grave. Additional inscriptions would need to be placed on any headstone already on the grave. It was noted however that the Cemetery Rules are to be reviewed.

11.2 To consider Legal matters

In response to correspondence received addressed to individual councillors the Council agreed to take legal advice as to what may be done to deter the perpetrator.

Beharick
23/10/18

Item 4.1 - Chairman's Report for the 9th October

Not much to report today.

The 18th September I went along with my daughter Daisy to the Royal British Legion summer reception at the great hospital. This was a chance to speak to many different people ranging from the Lord Lieutenant of Norfolk and the High Sheriff of Norfolk to many Mayors throughout the county. I managed to speak about my There But not There display and was gratified that I had included a big THANK YOU to my Tommy's in their description within the pubs, as this is the theme behind this year's poppy collection. Watton too was discussed in great length as was many of our current problems. I asked other mayors how they have regenerated their high streets and have a few ideas that I will be asking John Mullen from the market town initiative about.

Watton was invited to the Joan Mann special sports day at Mildenhall on the 22nd of sept. I was privileged to attend. It was a great day and was incredibly humbling to see such an amazing number of participants and service personnel all pulling together to honour such a great day.

24th was the meeting with Michelle Bibby from the YAB. This went well and we hope for more information from her once she has things set up.

There will be a short update verbally on the night of anything I've missed.

Kind Regards

Tina Kiddell

Chairman Watton Town Council

Item 4.3 – Clerks Report

External Auditors

External auditors PKF Littlejohn LLP have commenced the review of the Annual Governance & Accountability Return for the year ending 31 March 2018 but it cannot be formally completed due to receipt of challenging correspondence. A notice to this effect has been published and we now wait to see if any investigation will be undertaken.

Market Towns Initiative

I attended a meeting at Swaffham on 02.10.18 when the application for funding for the Swaffham and Watton shared market stalls was considered. Having heard earlier in the day the Swaffham Town Council has been allocated £20k towards a project that will refurbish the town's Buttercross, up to £25k has been earmarked for a new year-long programme of events at Thetford Riverside leisure complex, Thetford Town Council has been awarded around £4.5k to support the delivery of two arts projects and Dereham Town Council will receive up to £1,700 to support a study to be carried out on opportunities to redesign the town's market place and town centre it was good to hear Swaffham and Watton have had the market stalls project accepted for funding. I will report further if official notification has been received by the meeting. Sue Dent submitted the final version of the expression of interest form for the stalls and thus the PEPS Officer position is already indicating its worth.

Festive Lights

Ross Halsey is soon to check the Festive Lights ready for Christmas this year. It may be that some of the older lights may need replacing this year. The allowance in the budget of £8000 should cover the cost of erecting and dismantling the lights but does not allow for the cost of purchase of any new lights. There is however £7500 in the Events contingency pot which could be used if new lights are needed. Consideration needs to be given as to how much of this contingency could be vired to the Festive Lights budget line. Suggest this is an agenda item for next Finance/Town Council meeting.

Correspondence

1. Police Connect Newsletter forwarded 01.10.18

Future Dates TO NOTE:

Tuesday October 16th Finance Committee meeting 11.00am

Thursday October 18th Swaffham & Watton Meeting to be held at Fakenham