

Minutes of the meeting of WATTON TOWN COUNCIL Finance Committee held on

Thursday 29<sup>th</sup> November 2018 at

Wayland Hall, Middle Street, Watton, Norfolk IP25 6AG

Councillors Present: Kathryn Stallard – Chairman of the Committee, Peter Bishop, Sue Hebborn and Pat Warwick.

Officers Present: Jane Scarrott Town Clerk and Deputy Clerk Michelle Thompson

**1. APOLOGIES**

Apologies accepted from Tina Kiddell.

**2. NO DECLARATIONS OF INTEREST MADE**

**3. MINUTES**

3(i) The Minutes of the Meeting held on 15.11.18 were accepted as a true record and signed by the Chairman.

3(ii) Matters arising from the minutes not covered elsewhere:

- Extra Christmas lights have been purchased at a cost of £744. Investigation will be made regarding how best to store the Christmas lights with a view to extending the working life of the lights.
- Land Registry fees of £42 for land search enquiries on behalf of the Neighbourhood Plan Drainage Group will be collected by direct debit.
- Consideration was given at the Full Town Council meeting held on 27.11.18 for bunding to be placed around the play area at Bridle Road to deter vehicles from driving and parking on the area. This motion was turned down but investigation will be undertaken into the cost of engaging a private company to police the area and implement parking charges.
- It has been resolved by Full Council to submit an application for s106 funding to Breckland Council to finance replacement of the fencing around the Lovell Garden Play Area.
- Investigation is taking place as to whether the wooden fencing at Shire Horse Way needs to be weather proofed.
- The possible replacement and provision of extra rubbish bins around the town will be reconsidered in the New Year.
- Street light provision along Church Road will be investigated to establish who is responsible for maintenance and improvement.

**4. EXPENDITURE MADE SINCE THE LAST MEETING AND CURRENT BUDGET POSITION**

The Annual Play Equipment Inspection Reports have been received for Bridle Road Play Area and Lovell Garden Play Area.

The recommended maintenance work quoted at £317.41 for Lovell Gardens and £785.85 for Bridle Road.

Work recommended for Bridle Road includes replacement of the safety surface and a further quote will be requested regarding removing the turnstile (which sits on the safety surface) at the same time. The turnstile has been identified as needing replacement or removal as the bearings are wearing. It was suggested that the enclosed play area at Bridle Road should be looked at in the New Year with a view to rejuvenation if grant funding can be sourced. The recommended maintenance work will be considered in conjunction with any future project.

It was noted that the cost to print the Neighbourhood Plan Questionnaire is estimated at £1000.

A recommendation will be made to Full Council for the Council to make a decision on two target areas to develop into projects for which funding could be sourced. It was suggested projects appear as timed items, of at least one hour, for discussion to take place prior to, or at, meetings of the Full Council.

#### **5. REVIEW OF COMMUNITY IMPROVEMENT FUND (CIF)**

No recent movement to the CIF. Noted that money within the CIF could be used to finance repairs to play equipment as this was one original purpose of the fund.

#### **6. 2019 BUDGET**

The Full Council accepted the 2019 budget and the recommended precept request of £368725 at the meeting held on 27.11.18.

#### **7. DATE OF NEXT FINANCE COMMITTEE MEETINGS FOR 2109:**

Friday January 11<sup>th</sup> @ 11.00am

Friday February 15<sup>th</sup> @ 11.00am

Friday March 15<sup>th</sup> @11.00am

Friday April 12<sup>th</sup> @11.00am

#### **RECOMMENDATION TO FULL COUNCIL 11.12.18**

“That WTC decides on 2 target areas to develop into projects for which funding can be requested. These projects will be discussed at single item agenda Council Meetings, or as timed items of at least one hour within Council Meeting agendas.”

