

Minutes of the meeting of WATTON TOWN COUNCIL held on

Tuesday January 8th 2019 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, Daniel Fishlock, Jane Fountain, Keith Gilbert, Colin Hay, Stan Hebborn, Sue Hebborn, Margaret Holmes, Alysha Houlder-Moat, Kathryn Stallard, Darren Tortice, Pat Warwick.

Officers Present: Jane Scarrott Town Clerk

Also present: 3 members of the public.

Police Inspector Papworth, PC Gilluley and reporter Conor Matchett

**1. NO APOLOGIES FOR ABSENCE RECEIVED**

Noted that County Councillor/District Councillor Claire Bowes was unable to attend. No report received.

**2. NO DECLARATIONS OF INTERESTS MADE**

**3. CONFIRMATION OF MINUTES 11.12.18**

With the addition of Alysha Houlder-Moat to those who had submitted apologies, the minutes of the meeting held on December 11th 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:

Jan. 6<sup>th</sup> attended Twinning get together

Street Antique Fair date set for Sunday July 7<sup>th</sup>. Road Closure will incur a cost of £36.00.

Open Gardens/ Yard Sale weekend set for 15<sup>th</sup>/16<sup>th</sup> June

The Chairman suggested that it could be beneficial to have an Events Working Group to assist with organisation of events. This will be considered at the next Town Council meeting.

It was proposed and agreed by all to plant the daffodil bulbs purchased by a resident at Memorial Garden but to purchase bulbs later in the year which will be planted at entrance points to the town as had initially been requested.

Further correspondence has been received at the Town Council Office, which due to the content, has been passed to the Police.

**It was agreed that the HR Committee should be tasked with considering and reporting back to Full Council regarding this issue and how such matters should be dealt with.**

The Mayor thanked Inspector Jon Papworth for attending the meeting and invited him to address the Council:

- Crime statistics for Watton are deemed 'good' at present but a small increase in commercial burglaries was noted
- The Youth Offending Team is working with two 11yr olds in relation to recent arson in the town

- A street survey has been undertaken with the Architectural Liaison Officer looking at areas of the town where anti-social behaviour has been of concern. When the Officers report is available it will be shared with relevant parties.
- Special Constables trained to use speed detection guns will be deployed in Watton.
- Noted that PC Austin Clarke is off work and that a second Beat Manager will temporarily be assigned to the Watton area.

#### 4.2 Clerk's Report

Written report submitted in agenda pack, verbal update given:

##### Wayland Hall heating

The annual boiler check at Wayland Hall identified a problem with the flue and although a temporary fix has been undertaken quotes will be sought for a permanent repair.

Pat testing and electric circuit testing is also due for Wayland Hall.

##### Attendance at Seminars

Places have been booked for the Clerk and Jane Fountain to attend the Natural Flood Management Workshop at Bradenham Hall on Jan. 17<sup>th</sup>. The event has limited attendance to two representatives per Council but this could be relaxed and if so Councillors will be informed.

##### Legal Service

Solicitors Ward Gethin Archer has identified demand for a general advice service for Council legal enquiries and is offering a service of £400 a year for five hours of advice.

### **5. PUBLIC PARTICIPATION**

*Members of the public present voiced their concerns regarding the planning application for Change of Use for the Hare and Barrel.*

*As District Councillor, Keith Gilbert will request that this application be considered by Breckland Planning Committee.*

### **6. FINANCES**

#### 6.1 Internal Auditor's Report

Councillors noted the Internal Auditor's Report as presented. The Finance Committee will consider the report and suggest recommendations regarding how to respond to the action points raised.

### **7. LINMORE COURT UNIT LEASE**

The current lease for the unit at Linmore Court expires on 31 August 2019.

**It was agreed by all that enquiries should be made to**

- 1. Possibly extend the lease for 1 year only**
- 2. Look for alternative storage for Council use.**

### **8. TRAINING AND DEVELOPMENT POLICY**

**It was agreed by all to accept, as presented, the Training and Development Policy.**

### **9. PLANNING: To consider planning applications received for consultation**

9.1 3PL/2018/1520/F - Hare and Barrel Hotel 80 Brandon Road Watton IP25 6LB - Change of use of premises from use as a hotel to a residential treatment centre.

Daniel Fishlock declared an interest as a neighbour.

*Council will submit the following statement to Breckland District Council*

*Watton Town Council is concerned that if this change of use is permitted the premises will be lost as a community asset. The town continues to grow and more facilities are needed for the increasing population. It is therefore detrimental to the town to lose this community asset. Local residents feel they have not been adequately consulted about this proposal of which they have strong concerns around safeguarding issues.*

9.2 3PL/2018/1398/O - WATTON: Land off Sharman Avenue Watton - Construction of up to 25 dwellings

*Watton Town Council will request that if Breckland Council is minded to grant permission for this development that restrictions should be placed to minimise disruption to residents who may be affected by construction vehicles to the site. Hours of work should be restricted and enforced. The Town Council would like to be included within any s106 discussions and conditions relating to flood mitigation should be considered with correspondence regarding such measures to be shared with Watton Drainage Group.*



## **Item 4.2**

Clerk's Report 02.01.19

Correspondence forwarded by e-mail:

(please note some e-mails/newsletters are not received in a format that can be easily printed and thus they have not been included in agenda packs. Should you wish more information on anything not copied please contact the Office).

1. NHS Norfolk Parish Newsletter article - e-mailed 10.12.18
2. Norfolk ALC Newsletter 10.12.18
3. Recruitment to Norfolk Local Access Forum 13.12.18
4. Norfolk Community Funding News 13.12.18
5. Rural Communities Newsletter December 20.12.18 (*hard copy in pack*)

Hard copies of the notes from the Watton & Swaffham Partnership meeting held on 13.12.18 have been included in the agenda pack sent to Councillors.

### **Bulbs**

Bonnie, who bought bulbs for planting, is extremely disappointed to learn that the project has stalled. Planting time has passed and the quality of the bulbs will have deteriorated.

A decision is needed as to what to do with the bulbs.

### **Wayland Hall heating**

The annual boiler check at Wayland Hall identified a problem with the flue and thus the heating has been turned off at Wayland Hall since 13.12.18. It is cold!

Hopefully the parts needed to rectify the problem will be available w.b 01.01.19.

There will be an unexpected, and at present, unknown cost incurred.

### **Museum**

Museum4Watton has re-painted the main entrance and stairway in Wayland Hall.

This is a noticeable improvement but it has shown that other areas could also benefit from cleaning and decorating. The Town Operative will be asked to undertake the decorating of the Office foyer area if his time permits. He may also be willing to undertake a re-vamp of the upstairs toilet (provision has been made in the 2019 budget for possible works).

### **Audit**

Stephen Christopher visited to undertake an interim audit on Dec. 18<sup>th</sup> and a copy of his draft report is attached under item 6.

In response to a call to the External Auditors re. finalising of the 2017 Audit I have received the following:

*"Further to our telephone conversation on Wednesday, as promised, I can confirm that I have reviewed the file and there are no general 'compliance' queries outstanding. We will be in contact early January in respect of the challenge matter and hopefully be in a position to finalise shortly after that".*

### **Watton Post Office**

Watton Post Office will be moving to Watton Edwards News, 50 High Street, Watton, IP25 6AE on Monday 18 February at 1pm, which will restore a full-time Post Office to the area.

There will be two open-plan counters alongside the retail counter and it is planned to be open Monday to Saturday: 6am – 5.30pm and Sunday: 6.30am – 1pm. This is more than 75 hours of Post Office service a week for the people of Watton.

The interim mobile Post Office service that visits Watton Library on a Thursday afternoon from 1.30 - 3.30pm will continue to operate until the permanent new Watton Post Office opens on Monday 18 February at 1pm.

### **Dates to note:**

Friday January 11<sup>th</sup> 11.00am Finance Committee Meeting (dates set until end of civic year – 15.02.19, 15.03.19, 12.04.19)

Monday Jan. 14<sup>th</sup> 9.30am – Meeting with Rob Walker Executive Director of Place Breckland Council

Tuesday Jan. 15<sup>th</sup> 10.00am - CWG meeting. Rev. Foster invited.

Tuesday Jan. 22<sup>nd</sup> – meeting to be held focusing on the market, 6pm start prior to the TC meeting

Friday Jan. 25<sup>th</sup> - George Freeman meeting 5.30pm

Thursday Feb. 21<sup>st</sup> – Breckland Town & Parish Council Forum 5.45pm Dereham

Prospective Councillor Event to be held on 12th February 2019 from 6.00pm at the Breckland Council Conference Suite in Dereham. Please share this date with anyone who is considering standing for election in May 2019. Breckland Council will be providing details of 'How to become a Councillor' in the near future.

### **Nice to receive!**

*"Me and my husband wanted to congratulate and thank you for the lovely Christmas lights stretching all the way along Watton high street – we're slightly guessing that these have been organised by the town council? 😊"*

*"The lights make the town look really nice and welcoming, I'm sure they will help to encourage more people to visit Watton and its shops".*