

Minutes of the meeting of WATTON TOWN COUNCIL held on

Tuesday March 26th 2019 at 7.00pm

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

Councillors Present, Tina Kiddell, Beryl Bunning, Peter Bishop, Tina Cruz, Jane Fountain, Keith Gilbert, Stan Hebborn, Sue Hebborn, Kathryn Stallard, Pat Warwick, Daniel Fishlock

Officers Present: Michelle Thompson Deputy Clerk, Sue Dent Project Support Officer

Also present: 1 Representative from Bidwells and 2 representatives from Flagship Housing

**1. APOLOGIES FOR ABSENCE RECEIVED AND ACCEPTED FROM**

Colin Hay, Margaret Holmes and Alysha Houlder- Moat

**2. DECLARATIONS OF INTERESTS MADE**

Tina Kiddell declared an interest in Item 7.1 – Payments for approval and Sue Hebborn declared an interest in item 17 – Planning

**3. CONFIRMATION OF MINUTES 12.03.19**

The minutes of the meeting held on March 12th 2019 were agreed as a true record of the meeting and were signed by the Chairman.

**Proposed by Peter Bishop, seconded by Stan Hebborn Voting all in favour.**

Item 4.3 bullet point 2 was questioned with regard to whether an agreement should have been sought for the DC11 money to be spent on new fencing for the sports centre play area. It was noted that permission was given by BDC to spend the remaining funding on fencing. As the money is allocated by BDC for a specific project and is not Council money, it had been felt that an overall proposal to Council was not needed. However, it was suggested that in future, in any similar circumstances, intentions should be made clearer to Councillors."

**4. REPORTS**

**4.1 Chairman's Report**

Verbal report given, hard copy of report filed

- Breckland High Street Community Clean up – the Town Council has been approached to take part in Breckland Community Clean up event by having a marquee in the car park at the rear of the Charlotte Harvey Trust on April 10<sup>th</sup> for the day, this was agreed as long as it would not interfere with regular users of the centre. The marquee would allow a collection point for litter picking kits to be collected and hosting Family activities in the afternoon.
- Breckland Council has approached the Town Council to host/manage a Community Shed in the town. The shed will provide the option for 'open access' to groups that wish to hire basic gardening tools or Litter picking Kits. It was agreed by the Town Council in principle (**proposed by Keith Gilbert, seconded by Stan Hebborn voting all in favour**) subject to clarifying further details and that Sue Dent liaise with Wayland Partnership to see if the scheme could be provided jointly. Breckland Council to be asked regarding Insurance and if any costs are to be incurred.
- Highway rangers are coming to Watton, they have asked the Town Council if there is any works to be undertaken within the town, suggestions were to get the overhanging willow tree in the carpark by St Giles Road cut back, have a general clean and tidy up of street



signs, and the gulley's down the old Dereham road along the road and path leading to Middle Street.

#### 4.2 Vice-Chairman's Report

Nothing to report

#### 4.3 County Councillor's Report

Councillor Claire Bowes not present due to ill health

It was asked that the council send her best wishes and a speedy recovery.

#### 4.4 District Councillor's Report

Nothing to report

#### 4.5 Police Report

Police not present. It was noted that recent crime figures were included in councillors' agenda packs. The Town Council wanted to thank the police for regularly submitting information and being proactive within the town.

#### 4.3 Deputy Clerk's Report.

Written report submitted in agenda pack.

### 5. WORK IN PROGRESS UPDATE

Councillors had received a copy of the updated Watton Town Council's Work in Progress list in their agenda pack.

The list was noted with suggested amendments:-

- ✓ From red coding to yellow on item 4.1 regarding the cones in the high street, change the current position to awaiting a health and safety report to be conducted by Norfolk County Council and remove email correspondence from Parking operations Manager.
- ✓ Item 4 regarding review of cemetery procedures change yellow coding to green
- ✓ Remove 4.4 – commission in depth report on the cemetery
- ✓ Item 9 – Radar site transfer some discussion took place regarding the Town Council agreeing to accept the land – ***Clarification on the land is needed.***
- ✓ Audio visual recording equipment to be purchased by the end of April – Councillor Stan Hebborn to assist research – ***Proposed by Kathryn Stallard, seconded by Stan Hebborn voting all in favour***

### 6. PUBLIC PARTICIPATION

***No members of the public present***

6.1 A short Introduction on Bidwells proposals on behalf of Flagship Homes for the land North of Akrotiri Square took place. It took the form of a short presentation to introduce the proposals, ahead of a more formal public consultation event in the coming weeks, once the masterplan for the site is more developed.

### 7. FINANCE

7.1 Payments for February 2019 were approved for payment as presented.



Tina Kiddell queried a payment, expenses from a past civic event that was attended by the mayor. These had been deducted from the mayoral allowance rather than being paid by the town council as the mayor understood had been previously agreed. A discussion was held at a previous meeting but no minute clarifying this could be found.

***It was proposed by Kathryn Stallard that the amount deducted from the mayor allowance be vied out of the contingency heading of the budget, Peter Bishop made an amendment that future Town Council meetings be digital audio recorded to insure that there is a backup record of the meeting that could be consulted if required, this was seconded by Stan Hebborn voting all in favour.***

7.2 The draft Finance Minutes for the meeting held on 15th March 2019 were noted.

***Proposed by Peter Bishop, seconded by Pat Warwick voting all in favour.***

Kathryn Stallard to put forward a resolution for receipt of minutes to consider at the next council meeting on how Town Council minutes are accepted in future.

Pat Warwick would like to see an action list to clarify all resolutions, Kathryn Stallard to provide this.

## **8. GRANT APPLICATIONS**

**8.1** The grant application received from Carbrooke Village Millennium Green Trust was considered and it was ***proposed by Jane Fountain, Seconded by Keith Gilbert voting all in favour not to support the application at this time.***

**8.2** The grant application received from Watton Carnival Committee was considered and it was ***proposed by Keith Gilbert, seconded by Peter Bishop voting all in favour to award a grant of £500.00 as requested.***

## **9. VIEWS RELATING TO S106 AGREEMENT FOR ABEL HOMES, WATTON GREEN DEVELOPMENT**

The Town Council has been asked by Breckland District Council that further to the granting of Planning Permission of the Abel Homes, Watton Green Site, the applicant is seeking to agree the specification for the Open Space and Local Equipped Area for Play (LEAP). To that, Breckland is seeking the Town Councils Views on potentially being the "Nominated Body".

Tina Kiddell informed the council that if the open spaces was adopted by the Council a rough cost of £1600 - £2,000 per year would incur to just maintain the grass in those areas.

Concerns were raised regarding what is being offered with the open space land. i.e. attenuation tanks, Play equipment, drainage, fencing, trees etc....

***To rectify this it was proposed by Tina Kiddell, seconded by Kathryn Stallard voting all in favour that Breckland District Council and Abel Homes be invited to give a presentation at the next Town Council meeting on April 9<sup>th</sup> to discuss the S106 agreement. It will be asked that they bring a financial breakdown of the cost the land could incur. Liz Whitcher to be invited along to the presentation to aid any discussion on drainage.***



## 10. TOWN CAROL SERVICE

***It was proposed by Peter Bishop, seconded by Pat Warwick voting all in favour that the Town Council do not take over the organisation and planning of the Town Carol Service but will support and participate were possible if continued to be organised by the church and other places of worship.***

Suggestions were to potentially ask other churches within the town to be involved with the organising and planning of the Town Carol Service.

## 11. CEMETERY

11.1 The Cemetery Working Group Notes for the meeting held on 12th March 2019 were noted.

***Proposed by Peter Bishop, seconded by Jane Fountain voting all in favour.***

11.2 The Cemetery Rules and Regulations were accepted as presented.

***Proposed by Peter Bishop, seconded by Pat Warwick voting all in favour.***

Cemetery Rules and Regulation to be circulated to all Funeral Directors and information regarding artificial silk flowers in the cemetery be added as a notice on the Town Council website.

## 12. COMMENTS ON BRECKLAND LOCAL PLAN CONSULTATION MODIFICATIONS

Public consultation on Main Modifications to the Breckland Local Plan which is running between February 18<sup>th</sup> and April 1<sup>st</sup> 2019.

It was asked that Liz Whitcher be thanked for producing a report "Research into S106 monies" which was circulated in councillor's agenda packs and fully supported at the meeting by all councillors.

The Town Council expressed their views on the main modifications:-

***It was proposed by Jane Fountain seconded by Beryl Bunning voting all in favour that the Town Council agreed with the main modifications and that no objections be submitted. It was felt that all modifications throughout the local plan made the document clearer and easier to read. A positive comment was made regarding the local plan complying with the impending Environmental Act where new legislation will require developments to enhance the environment.***

## 13. JUBILEE GARDEN

Project Support Officer Sue Dent submitted a report on Jubilee Gardens and the progress so far along with a proposal of adding 2 railings across 3 of the new posts allow promotional event banners.

***The Jubilee Gardens report was agreed and it was proposed by Tina Kiddell, seconded by Beryl Bunning voting all in favour that the rails be erected and only Watton Town Councils promotional banners are used at the site.***

#### 14. REPLACEMENT OF TREES IN THE TUBS OUTSIDE LINGS

***Proposed by Tina Kiddell seconded by Jane Fountain voting all in favour of agreeing with the Councils contractor in either planting more lavender in the tubs or a suitable shrub of some kind in which it will accompany the flower display in the high street.***

#### 15. NEIGHBOURHOOD PLAN (NP)

15.1 The report from the Chairman of the Neighbourhood Plan steering Group was considered along with the suggested proposals.

A brief background of the current situation was given in that the Watton Working Together Group seems to be crossing and duplicating work of the Watton Neighbourhood Plan.

***A new proposal compiled by Jane Fountain was submitted to councillor's, after much discussion it was proposed by Kathryn Stallard, seconded by Tina Kiddell voting all in favour that the Chairman of the WWT group inform the groups members that the work that has already been undertaken is very much appreciated and the Town Council wants to work in close partnership with the groups in the future but at the moment the chairman will not be calling any further WWT group meetings and the scheduled meeting on April 8<sup>th</sup> be cancelled. The new proposal compiled by Jane Fountain be remitted to the next meeting on April 9<sup>th</sup> once the wording has been amended and clarified to finalise the situation.***

#### 16. RICHMOND PARK GOLF CLUB

The Town Council was informed of a Seminar facilitated by Hamilton Hewitt at Richmond Park Gold Club on March 29<sup>th</sup> and 30<sup>th</sup> in regards to the development.

A few Councillors are to attend the seminar with any questions and concerns they may have.

***\*It was proposed by Peter Bishop to suspend standing orders and extend the meeting for an extra 5 minutes.\****

**17. PLANNING:** To consider consultation response to planning applications received since the last Full Council meeting

17.1 3PL/2018/0715/CU - Change of use from A1 to Sui-Generis Tattoo Parlour (retrospective) - WATTON: 7 Ventura House Norwich Road Watton

***No objections***

17.2 3PL/2019/0214/HOU - Rear extension and convert garage to habitable room - WATTON: 50 Jubilee Road Watton

***No objections***

17.3 3PL/2019/0116/HOU - Proposed front extension - 21 Sharman Avenue Watton

***No objections***

17.4 3PL/2019/0251/O - Outline application for six dwellings - WATTON: Land to Rear 3 & 3a Dereham Road Watton

**Objection raised due to overdevelopment of the site and that the planning application states the development will consist of low cost housing but there is no evidence on file supporting that it will not be anything other than market rate.**

17.5 3PL/2019/0263/HOU - Re-position existing 1.8m high boundary fence to edge of highway - 1 Farrier Road Watton IP25 6YE

**Deferred to the next full town council meeting on April 9<sup>th</sup>**

17.6 3PL/2019/0279/D - Proposed residential development for 9 bungalows - Development site, south of Griston Road Watton IP25 6DN

**Deferred to the next full town council meeting on April 9<sup>th</sup>**

17.7 3PL/2019/0175/HOU - Drop curb for direct access to our property - 28 Swaffham Road Watton IP25 6L

**Deferred to the next town council meeting on April 9<sup>th</sup>**

