



# Watton Town Council

Wayland Hall, Middle Street, Watton, Thetford, Norfolk IP25 6AG Telephone: 01953 881007

Website: [www.wattontowncouncil.gov.uk](http://www.wattontowncouncil.gov.uk) Town Clerk: Mrs Jane Scarrott [clerk@wattontowncouncil.gov.uk](mailto:clerk@wattontowncouncil.gov.uk)

To All Members of the Council

You are hereby summoned to attend the Meeting of the Full Council to be held at Wayland Hall Council Chamber, Middle Street, Watton, Norfolk IP25 6AG on Tuesday 11<sup>th</sup> June 2019 at 7.00pm for the purpose of transacting the following business.

J. Scarrott – Town Clerk

5<sup>th</sup> June 2019

ITEM	AGENDA	PAGE
1.	To accept Apologies for Absence	
2.	To note Declaration of Members personal, prejudicial and disclosable pecuniary interests in respect of items on the Agenda	
3.	Minutes	
3.1	To confirm that the minutes of the meeting held on 28 <sup>th</sup> May 2019 are a true and accurate record	
3.2	To receive update on matters arising from the minutes of the meeting held on 28 <sup>th</sup> May 2019 not already on the agenda.	
4.	To receive Reports:	
4.1	Chairman's Report	
4.2	Vice Chairman's Report	
4.3	Clerks Report	
5.	Twinning Update	
6.	PUBLIC PARTICIPATION	
7.	To agree the future of the recycling bins at St Giles Road	
8.	To review the Town Council Risk Management Plan	
9.	To consider correspondence received from the Wayland Show Volunteer Committee	
10.	Finance	
10.1	To note Internal Auditors Report	
10.2	To approve Section 1 of the Annual Governance Statement	
10.3	To approve Section 2 of the Annual Governance Statement	
10.4	To confirm Tina Kiddell & Pat Warwick as signatories on the Barclays Bank Account	
10.5	To agree maintenance works at Jubilee Garden	
11.	To agree that the Council submits a letter of complaint to the SAAA in relation to the 2017/2018 external audit work undertaken by PKF Littlejohn and that the Chair of the Town Council, Chair of Finance Committee and the Town Clerk should draft the letter, and having shared this with Councillors, submit the complaint.	
12.	To agree that a Heritage event centred around the history of Watton and its market should be held in 2020. The timing of the event could be linked to Norfolk Day if this is practical.	
13.	To agree response to correspondence received regarding Bike event 2020	
14.	Audio equipment Update	
15.	Amendment to Standing Orders	
16.	To resolve to invite an Officer of Breckland District Council to speak at a Watton Town Council meeting in September to give a full and detailed report on the lighting in Watton over the last 5years. The report should include reference to programmes of replacement, repair and maintenance and also Budgetary decisions in terms of	

	comparisons with other Breckland Towns. The verbal report should be supported by a written report submitted before the meeting.	
17.	To agree response to 20mph Zone Traffic Regulation Order – Saffron Close	
18.	To agree appointment of Representative for Patients Participations Group at Watton Surgery	
19.	To agree attendance at Norfolk Local Councils 2019 Conference on July 12 <sup>th</sup> and attendance at CPRE Norfolk Rural Housing Conference on September 6 <sup>th</sup> .	
20.	To receive an update with regard to income to be generated from events.	
21.	To agree expenditure of £150 for replacement poppies to replace those damaged or worn	
22.	Planning: To consider consultation response to planning applications received since the last Full Council meeting	
22.1	3PL/2019/0533/HOU - Erection of a timber framed open fronted car port - WATTON: Holly House 1 St Marys Close Watton <a href="http://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2019/0533/HOU">http://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2019/0533/HOU</a>	
22.2	3PL/2019/0577/F - Change of use of part of existing car park to garden area for nursery, including 1.8 close boarded fence, convert one existing window to door way for access to and from the main building - WATTON: Happy Feet Day Nursery St Giles Road Watton <a href="http://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2019/0577/F">http://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2019/0577/F</a>	
22.3	3PL/2019/0584/VAR - Variation of Condition No 7 3PL/2018/0275/VAR - Revised siting of 6 parking spaces - WATTON: 3 & 3A Dereham Road Watton – Amendment - Location Plan amended in line with previous approval <a href="http://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2019/0584/VAR">http://planning.breckland.gov.uk/OcellaWeb/planningDetails?reference=3PL/2019/0584/VAR</a>	