

Minutes of the meeting of WATTON TOWN COUNCIL held on

Tuesday June 26th 2019 at 7.00pm

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

Councillors Present: Pat Warwick - Chairman, Beryl Bunning, John Chocqueel-Mangan, Tina Cruz, Jane Fountain, Keith Gilbert, Alysha Houlder-Moat, Tina Kiddell, Keith Prince, Don Saunders, Les Waller

Officers Present: Jane Scarrott Town Clerk

Also present: Breckland District Councillor/Norfolk County Councillor Claire Bowes

1. APOLOGIES FOR ABSENCE RECEIVED:

Peter Bishop, Stan Hebborn, Sue Hebborn and Kathryn Stallard.

2. DECLARATIONS OF INTERESTS MADE

Beryl Bunning, Pat Warwick and Les Waller declared an interest in item 11.

3. CONFIRMATION OF MINUTES 11.06.19

3.1 The minutes of the meeting held on June 11th 2019 were agreed as a true record of the meeting and were signed by the Chairman.

3.2 Update from matters raised at the meeting on 11.06.19

Item 11 – 19.06.19 Draft letter to SAAA shared with Councillors.

Item 13 – Response sent to correspondence received from organiser of Watton Bike Event 2019.

Item 16 – Breckland District Council (BDC) asked to attend future Town Council meeting in Sept. 2019 to explain special expenses payments for Watton.

Item 22.3 – Planning Officer contacted re. site plan for application 3PL/2019/0584/VAR.

Response received that BDC accepts the associated site plans and “The amendments merely relate to a different siting of the 6 car parking spaces previously allowed via the applications for the conversion of the existing buildings”.

4. REPORTS

4.1 Chairman's Report - verbal report given

- Chairman took part in Watton Heritage Walk led by the Town Crier on June 14th
- Chairman visited Open Gardens and Yard Sales on June 15th/16th
- The Benjamin Foundation has issued a press report regarding its partnership working with the Charlotte Harvey Trust, The Town Council and other bodies in the town. This will be shared with other Councillors.
- Chairman has also attended a strawberry tea, Thetford Town Council Civic Reception and the Desert Rats Open Day and Memorial Service at High Ash.

4.2 Vice-Chairman's Report- verbal report given

- As the Chairman was attending the Desert Rats Service the Vice-Chairman represented the Town at the Thetford Civic Ceremony held on 23.06.19.

4.3 County Councillor's Report

County Councillor Claire Bowes reported that the County Council has been investigating voiced concerns that the new layout of the Watton Green junction with Norwich Road is hazardous. The



road layout has been deemed to fit accepted criteria but it has been suggested that pedestrian safety measures could be undertaken. However, due to budget constraints Norfolk County Council would not totally fund the £6500 quoted to install a footpath and dropped curb to deliver an enhanced level of pedestrian safety to the area.

The County Councillor suggested the Town Council might consider a Parish Partnership bid to fund half the cost of the safety improvements.

This will be an agenda item for the next Town Council meeting.

4.4 District Councillor's Report

District Councillor Keith Gilbert informed the meeting that he is, once again, a member of Breckland District Council Planning Committee.

All three District Councillors are involved investigating complaints that the open space area on Field Maple Road is not being maintained.

4.5 Police Report

June Police Parish Newsletter, along with Community Poster and Community Speed Watch data, were included in the agenda pack sent to all Councillors.

4.6 Clerk's Report.

Written report submitted in agenda pack.

Verbal update given:

- Swaffham and Watton Focus Group meetings, which have been held every 2 months, are now to be held annually unless a meeting is called for a specific purpose. The date for the next meeting has been set for Thursday 17th October 2019.
- Community Action Norfolk AGM will be held on Tuesday 23rd July 2019.
- A Listed building planning application has been submitted requesting permission to create an outlet for a new boiler flue at Wayland Hall.
- The Cemetery water pump has recently been repaired by the Town Operative but it is possible a new pump should be considered in the near future.
- Norfolk County Council has suggested asphaltting the area where the grit bin is located at the St. Mary's Close junction with Church Road to eliminate the need to trim the grass in this area. This will be an agenda item for the next Town Council meeting as the County Council has suggested that a new grit bin should be purchased.
- A request has been received to plant more trees at Shire Horse Way. The correspondence has been shared with Councillors.

4.7 Neighbourhood Plan (NP) Report

The recently formed High Street Group are to look at the position of planters in the town centre and the Chamber of Commerce now has a representative on the NP Steering Group.

Contact has been made with the Breckland Youth Advisory Board (YAB) which will now also feed information into the NP.

It was noted that Town Councillors have been invited to the next Breckland YAB meeting to be held in Watton on July 2nd. The agenda will be circulated to all Councillors to ascertain who will attend. Tina Kiddell will attend as a Breckland District Councillor plus possibly Pat Warwick, Tina Cruz and Jane Fountain if she is free to do so.

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. Further listed actions have now also been completed since the list was distributed and amendment will take place before the next update.

6. PUBLIC PARTICIPATION – No members of the public present

7. FINANCE

7.1 Payments for June 2019 were approved for payment as listed.

- 7.2 Draft Finance Committee Minutes from the meeting held on June 14th 2019 were noted
- i. As recommended by the Finance Committee **it was resolved** that money should be moved from the General Fund to the Community Improvement Fund (CIF) so the amount held in the CIF would be brought up to £100,000. CIF money could provide support for future projects within the agreed Council target areas which could include providing funding to other partners.
 - ii. As recommended by the Finance Committee **it was resolved** to accept the quote from British Gas to replace the boiler and reposition the flue at Wayland Hall.

8. WAYLAND HALL BOILER

Considered under item 7.2, but noted that Listed Building Consent will be needed before British Gas will be asked to do the work.

9. WAYLAND HALL ROOF REPAIR

It was resolved to accept the quote received to fix a bird stop on the roof edge around the high window at the Middle Street end of Wayland Hall.

10. CHARLOTTE HARVEY GRANT APPLICATION

It was resolved that the Council would allow PEPSO time to be spent to assist the Charlotte Harvey Trust with grant applications if needed.

11. GRANT APPLICATION

It was resolved to grant £500 to Wayland Men's Shed as requested.

It was resolved that a grant application from the Rotary Club, which was not received in time for this meeting agenda, will be considered at the Town Council meeting on July 9th.

12. MARKET

12.1 It was resolved to purchase sixteen 1 metre cones at £22.95 each to be used at the Wednesday Market, as recommended in the commissioned Market Safety Report.

13. STANDING ORDERS AND FINANCIAL REGULATIONS

It was resolved that no changes are needed at the time to either Watton Town Council's Standing Orders or Financial Regulations.

14. OUTDOOR CINEMA

Alysha Houlder- Moat is investigating the possibility of facilitating an outdoor cinema event in the town. In principal the Town Council would support this and it was suggested Alysha should work with the PEPSO to put together a full proposal to bring back to the Council.

It was noted that Breckland District Council (BDC) has a new Market Town Initiative (MTI) Officer in post and it was suggested he should be invited to a future meeting.

Don Saunders reported that the Leader of BDC has confirmed he would support use of MTI money to produce a Pedders Way app to compliment the Brecks World app.

15. REMEMBRANCE SERVICE 2019

It was resolved that if the Town Council is to facilitate the Remembrance Service 2019 St. Mary's Church would be the venue of choice.

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

16.1 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

The Town Council feels this application is not clear and objection will be on that basis.

DeWorick -
9.7.19.

Item 4.6

Clerk's Report 19.06.19

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. Community Action Norfolk (CAN) Newsletter 11.06.19
2. Norfolk Association of Local Councils Bulletin 12.06.19
3. CAN's Training Newsletter 13.06.19
4. Norfolk County Council (NCC) Parish Partnership Scheme 2019 12.06.19
5. CAN's Funding Newsletter 15.06.19
6. Notice received that NCC Highway Rangers will be visiting Watton
7. Calais Volunteer Project for young people 18.06.19 (please share info.)

Town Crier and Heritage Walk

13 took place in the Heritage Walk around Watton led by Town Crier Mike Wabe on June 14th. Another is planned for the afternoon of Sept. 8th. Details will be on Mike's website:

www.towncriermike.co.uk

<https://www.facebook.com/TownCrierMike/>

£6.00 per person with proceeds to the Mayors Charities.

Community Shed

The Community Shed is due to be erected at the Thetford Road Allotments by 21.06.19. The litter picking barrow and equipment supplied by Breckland District Council for use by volunteers will be housed in the shed.



Breckland District Council (BDC) Cabinet Meeting 16th March 2020

As in 2019 BDC is to hold meetings around the district and the Council Chamber at Wayland Hall has been booked for 16.03.20

Bridle Road Play Area

The safety surface matting in the small children's fence area at Bridle Road Play Area is in need or some repair.

Wicksteed Rep. has visited the site and is to send quotes for various options of repair or replacement of the safety surface and fencing plus some suggestions to replace some of the old equipment or paint equipment to refresh appearance.



Safety surface around play house needs some repair and appearance could be improved by painting.



One swing seat has been removed some time ago. The frame is too worn and cannot be repaired for swing to be replaced.

Quotes have been requested to replace the unit.



It has been suggested the small pieces of equipment in this photo could be repainted and fencing panels could be replaced where railings have been removed. Quotes are being produced and information regarding possible grant funding is also being researched.

Dates to note:

June 26th – Cem. Training booked for PW, JF and BB
July 7th – Antique Street Market
July 9th – Town Council Meeting
July 11th – Finance Committee Meeting
July 12th – Norfolk Councils Seminar Carrow Road (PW, JF and Clerk attending)
July 23rd – Town Council Meeting
July 27th – Norfolk Day
July 29th - Alex James and Jane Lambert to attend Portable Appliance Testing (PAT) course

Watton Town Council
Expenditure for June 2019

[illegible]